

Instruction Sheet for the Candidate

Qualification	Creative Writer (Content Writing)
Competency Standards	<ul style="list-style-type: none"> • Write Reviews • Write Speech • Write Essays
Purpose of Assessment	Summative Assessment
Candidate Details	Name_____ Registration/Roll Number_____
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 04 Hrs. time frame (for practical demonstration & assessment):</p> <p>Write a review, speech on the uses and essay on given product and generate 500 words each.</p>
Time: 04 Hrs.	<p>During a practical assessment, under observation by an assessor, you are required to</p> <p>Write a review, speech on the uses and essay on given product and generate 500 words each.</p>
Minimum Evidence Required	<p>Generate the content based on selected product.</p> <ol style="list-style-type: none"> 1. Gather information about the product 2. Start writing review 3. Write pros and cons and give a final verdict about the product 4. Write speech on the use of the product using facts and figures 5. Add relevant media content in the speech (Images & videos) 6. Write the reflective essay on the product 7. Write main five essay outlines 8. Write paragraph on each point given in the outline

Self-Assessment Checklist

Candidate Name	
Registration No.	
Qualification	Creative Writer (Content Writing)
Competency Standards	<ul style="list-style-type: none"> • Write Reviews • Write Speech • Write Essays
Purpose of Assessment	Summative Assessment
Assessment Task	Write a review, speech on the uses and essay on given product and generate 500 words each.

I can.....

Performance Criteria	Yes	No
1. Gather information about the product	<input type="checkbox"/>	<input type="checkbox"/>
2. Start writing review	<input type="checkbox"/>	<input type="checkbox"/>
3. Write pros and cons and give a final verdict about the product	<input type="checkbox"/>	<input type="checkbox"/>
4. Write speech on the use of the product using facts and figures	<input type="checkbox"/>	<input type="checkbox"/>
5. Add relevant media content in the speech (Images & videos)	<input type="checkbox"/>	<input type="checkbox"/>
6. Write the reflective essay on the product	<input type="checkbox"/>	<input type="checkbox"/>
7. Write main five essay outlines	<input type="checkbox"/>	<input type="checkbox"/>
8. Write paragraph on each point given in the outline	<input type="checkbox"/>	<input type="checkbox"/>

Candidate's Signature_____ Assessor's Signature_____

Date: _____

Assessors Judgement Guide

Qualification	Creative Writer (Content Writing)
Competency Standards	<ul style="list-style-type: none"> Write Reviews Write Speech Write Essays
Purpose of Assessment	Summative Assessment
Candidate Details	Name: _____ Registration/Roll Number: _____ Signature: _____
Assessment Outcome	<div style="display: flex; justify-content: space-around; align-items: center;"> COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> </div> Name of the Assessor _____ Assessor's code: _____ Signature: _____

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment		✓					
Other Requirement							

Observation Checklist

Assessment Task	Write a review, speech on the uses and essay on given product and generate 500 words each.			
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Gather information about the product			
2.	Start writing review			
3.	Write pros and cons and give a final verdict about the product			
4.	Write speech on the use of the product using facts and figures			
5.	Add relevant media content in the speech (Images & videos)			
6.	Write the reflective essay on the product			
7.	Write main five essay outlines			
8.	Write paragraph on each point given in the outline			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Knowledge Assessment

Qualification	Creative Writer (Content Writing)
Competency Standards	<ul style="list-style-type: none"> Write Reviews Write Speech Write Essays
Purpose of Assessment	Summative Assessment
Candidate Details	Name: _____ Registration/Roll Number: _____ Candidate Signature: _____
Assessment Outcome	<div style="display: flex; justify-content: space-around; align-items: center;"> COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> </div> Name of the Assessor: _____ Assessor's code: _____ Signature of the Assessor: _____

Candidate's response is not required to be identical, but similar concepts and/or keywords must be used. Oral questioning may be used to clarify candidate understanding of topic and its application.

Questions (Candidate confidently answered questions correctly and demonstrated understanding of the topics and their application)		Satisfactory	Not Satisfactory
1.	Define product review		
2.	Name any three features of highly motivating speeches.		
3.	Mention any three words that are emotionally compelling		

4.	Define the four main types of essays (reflective, argumentative, narrative, expository)		
5.	Differentiate between editing and proofreading.		

Feedback to the Candidate	
Candidate's Signature_____	Assessor's Signature _____