

## Written Case Study Report Marking Scheme

Medium:	Report
Word Limit:	3000 word (+/- 10% allowance)
Submission date:	3 months post completion of attending the course contact days and successfully passing the online and oral examinations. Date to be confirmed by CTSI.

The following outlines specific information provided to the candidate on how for each area shown below, where the weighting on marks will be achieved.

### Marking Guidelines:

Structure	10%
Objectives	10%
Knowledge:	20%
Analysis:	50%
Research	5%
Referencing	5%

The marking scheme must show that for each requirement set by the examiner and moderator, what you are expecting to see from the candidate and where they can achieve marks. This will be aided by the assessment criteria set for this submission.

	<b>Skills to be demonstrated</b>	<b>Marking requirements</b>	<b>% of marks</b>
1.	Structure	<p>Structure of report clearly defines the introduction, main text and conclusions to the written report and presented with a clear and logical manner.</p> <p>Spelling and Grammar</p> <p>Use of Acronyms without explanation / Assumption that the reader knows the subject matter</p> <p>References, appendices, and footnotes as appropriate</p> <p>Word count within +/- 10%</p> <p>Inclusion of the sanitised Inspection report for the FeBO</p>	10
2.	Objectives	<p>The objectives of the written report are fully met.</p> <p>Good understanding of the report subject area</p> <p>Thorough explanation of subject area discussed in the written report.</p>	10
3.	Knowledge	Understanding of the relevant legislation, case	