
This guidance document will outline what occurs within the exam. Where we feel there

Assessment

The examiner will:

pose questions to you.

the questions will be accompanied against specific items or photo's that the examiner will identify to you.

The examiner's purpose is to:

collect evidence that you have attained the required knowledge of the subject as shown within the syllabus.

they will want to see not only what you know, but also the application of your knowledge.

based on the answers you give them; they will make a final determination on the final mark you have achieved.

The next section sets out what will occur during your exam.

Pass mark: 40%
Exam time: 15 mins

The assessment will be marked against set criteria, as shown below:

	Marked between
Knowledge of legislation	0-10
Knowledge of enforcement powers	0-10
Sampling procedures	0-10
Information obtained and analysed	0-10
Action and conclusions	0-10
Communication	0-10

You will be assigned to an examiner. Prior to the start of the examination you will be led by CTSI staff to your appointed exam room. You will wait outside your exam room until the examiner comes out and will confirm your candidate number with you.

You will be led to a table that will be set out with items or photographs. You will have a couple of minutes to settle prior to the start of the exam.

Once the examiner is ready, they will start your exam. You will have 15 minutes.

The examiner will start to ask you questions regarding items on the table or photos. These questions will be focused on that item or items etc.

The examiner will take the opportunity, if they feel it is necessary, to change the focus of the questions. Or, they may focus on one area and drill down. These strategies are used to tease out your knowledge. Utilising these strategies enables them to be able to get the full picture of your knowledge and awareness of this subject area.

It should be noted that, you can only sit your oral examination if you have submitted the appropriate portfolio(s) to your assigned regional portfolio Verifier.

Your demeanour

The examiner will do as much as they can to help relax you at the start of the exam. Try to keep as calm as possible and ensure that your answers are clear and concise. Ensuring you convey all the necessary information in a methodical manner.

Moderation

During the course of the exam delivery, you may find that for your exam you will have a moderator in the room with you.

This person is used to ensure that the examiner is marking fairly and to provide a standardisation process.

They help in the process of benchmarking the marks. From the highest mark achieved to the lowest mark achieved.

The moderator will work with the examiner to ensure consistency.

You do not need to worry about having an additional person in the room with you. They will be out of the way so as not to distract you.