

## Written Examination Format Guidance

TSI are providing the following information for training providers and candidates to assist in their preparation of the Trading Standards examinations. TSI always advise that revision and examination techniques should be adopted and practised by candidates to ensure examination preparation.

Candidates will be given ten minutes reading time before the start of the examination, during which time they may not write or look at any permitted material. The structure outlined below will apply to all papers within the framework apart from Legal Systems and Legal Metrology Weights and Measures Technology which are discussed separately.

### **General:**

The allocation of marks between each section is at the discretion of the examiner. The total marks for the examination paper will total 100%.

There will only be allocation of full marks, **no** ½ marks, ¼ marks will be awarded.

The **rubric** for each examination will contain the following information and candidates are advised to read this information thoroughly before attempting the examination:

- Number of sections and the number of questions to be answered from each section.
- Time allocated for the examination.
- Suggested allocation of time for each section.
- Total allocation of marks to each section.
- Named permitted material (as appropriate)
- State if any questions are for Scottish and/or Welsh and English candidates only (as appropriate).

### **General Requirements:**

TSI will inform candidates via the candidate examination entry cards and information or separately, if the examination has permitted material allowed or if it is an open book examination.

TSI will inform candidates via the candidate examination entry cards and information or separately, if they are/are not going to be examined in certain areas in relation to new legislation or if candidates will require a working knowledge of new legislation or if candidates are to answer questions as per the legislation in force on the day of the examination.

### **Examination structure:**

Examination papers will have 3 sections:

#### **Section A:**

- Five compulsory short answer questions demonstrating prescriptive knowledge.
- Each question is worth 5 marks giving a total of 25 marks for this section.
- Candidates should allow 45 minutes for this section.

- This section demonstrates a broad understanding of the material included in the syllabus.
- Each answer should be at least three to four paragraphs in length. It will not be possible to answer these questions in a sentence or less

### Section B:

- There will be a choice of two essay questions of which candidates will need to answer one.
- The answer will represent 25 marks.
- Candidates should allow 45 minutes for this section.
- The questions will test the candidate's depth of understanding of the professional demands, context and knowledge in the area represented by the paper.
- A good answer would be expected to cover at least three to four pages of writing

### Section C:

- This section will comprise of three scenario-based questions of which candidates must answer two.
- This section represents a total of 50 marks
- Candidates should allow 90 minutes for Section C
- Scenarios will reflect the areas of work covered by the paper. They will test a candidate's ability to analyse a situation and bring the appropriate tools, be they legislative and/or professional to successfully resolve the problem(s).
- Good answers will cover at least three to four pages each scenario.

## Specific examinations

### *Legal Systems Written Examination:*

Any candidate sitting the Legal Systems written examination, regardless of whether they are taking this as part of the Foundation qualification or a Certificate of Competence (including Animal Health and Welfare), will be given a choice of questions, and they may answer any that they feel most qualified to answer. As long as candidates meet the requirements of the paper i.e. answer the correct number of questions per section, they will have completed this paper to the satisfaction of the Awarding Body.

Section A Candidates should attempt to answer 5 out of 6 questions

Section B Candidates should attempt to answer 3 out of 6 questions

### Section A:

- Six compulsory short answer questions demonstrating prescriptive knowledge.
- The answers will represent 25 marks.
- Candidates should allow 45 minutes for this section.
- This section demonstrates a broad understanding of the material included in the syllabus.
- Each answer should be at least three to four paragraphs in length. It will not be possible to answer these questions in a sentence or less

### Section B:

- Six essay questions of which candidates must answer three.
- Topics will cover the range of areas across the syllabus
- The questions are intended to test the candidate's ability to discuss critically and reason points of law.
- Each essay question is worth 25 marks, giving this section a possible 75 marks
- Each essay question should take 45 minutes, therefore candidates should allow 135 minutes for this section.

## *Legal Metrology Weights and Measure Written Examination:*

Metrology written examinations will be via two papers – Weights & Measures Technology Paper and Weights & Measures Law Paper. Weights and Measure Technology paper will be two hours in length and the Weights and Measures Law paper will be three hours in length. Each will be marked out of 100%.

### **Weights and Measures Technology paper:**

This is a two-hour examination consisting of 2 sections:

**Section A** consists of 10 questions, candidates must answer all questions and each question is worth 3 marks.

**Section B** requires the candidate to choose 3 questions from 5, and each question is worth 15 marks

## **National Qualification Framework relationship**

The TSQF examinations have been constructed with reference to the levels within the national qualification framework. The qualifications have not been accredited by QCA although the intention for the future is to seek such accreditation. The following is the suggested relationship.

Foundation Level	-	NQF Level 3 / 4
DCATS modules	-	NQF level 4 / 5
HDCATS level	-	NQF level 6