



ISMM Education Glossary

Assessment	The process of making judgements about the extent to which a candidate's work meets the assessment criteria for a qualification or unit, or part of a unit.
Assessment criteria	The requirements that candidates need to meet in order to achieve success (or a given grade) in a qualification or unit, or part of a unit.
Assigning credit and level	The processes used by awarding bodies to attach a number of credits and a level to a full unit or full qualification.
Accreditation	The process through which the qualifications regulators confirm that a qualification conforms to the requirements of the QWCF regulatory arrangements.
Assessment Standard	The standard that a learner is expected to reach in order to achieve credit for a unit, expressed through a combination of the learning outcomes and assessment criteria of that unit
Assessor	A person who assesses a learner's work
Award	A qualification with credit value between 1 and 12
Barred combinations (of units)	The coverage of a qualification, programme, module, unit or other component, expressed as the knowledge, understanding, skills or area of competence that is covered.

Centre	An organisation accountable to an awarding organisation for assessment arrangements leading to the award of credit or qualifications
Centre recognition	A process through which a centre wishing to offer an award or awards is confirmed as being able to maintain the required quality and consistency of assessment, and comply with other requirements of the awarding organisation
Content	The coverage of a qualification, programme, module, unit or other component, expressed as the knowledge, understanding, skills or area of competence that is covered.
Coursework	Tasks completed by a candidate during the course of study and assessed against criteria made explicit in the specification.
Credit transfer	The process of using a credit or credits awarded in the context of one qualification towards the achievement requirements of another qualification
Diploma	A qualification with a credit value of 37 or above
Equivalent unit/s	A unit/units from a different qualification or submitted by another recognised organisation that is/are deemed to be of equivalent value and so can count towards a qualification in place of designated mandatory or optional unit/s from it
EMA (externally marked exams)	An EMA is an assignment written and marked by the ISMM.
IMA (Internally marked exams)	An IMA is an assignment written by the ISMM and marked by the centre using the ISMM mark scheme.
Learner record	An authoritative record of all credit and qualification achievements made by an individual learner in the QCF

Learner outcome	A statement of what a learner can be expected to know, understand or do as a result of a process of learning
Learning time	The amount of time a learner at the level of the unit is expected to take, on average, to complete the learning outcomes of the unit to the standard determined by the assessment criteria
Level	An indication of the relevant demand, complexity and/or depth of achievement and/or the autonomy of the learner in demonstrating that achievement
Mandatory units	Units in a set of rules of combination that must be achieved for the qualification to be awarded
National occupational standards (NOS)	Describe what a person needs to do, know and understand in a job to carry out the role in a competent and consistent way
Optional unit	A unit named in a set of rules of combination that a learner may choose to complete to achieve the required number of units/credits for award of the qualification
Reasonable adjustments	Defined in the Disability Discrimination act as reasonable steps to ensure disabled people are not placed at a substantial disadvantage in comparison to non-disabled people, 'substantial' being more than minor or trivial
Recognition of prior learning (RPL)	A method of assessment that considers whether a learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they already possess and do not need to develop through a course of learning
Rules of combination	A description of the credit accumulation requirements for the achievement of a named qualification
Sector skills council	A body responsible for formulating and reviewing occupational standards for a specific sector across the UK, and for supporting the development of units and qualifications based on these

	standards. Each SSC is an employment-led, independent organisation and is licensed by government
Sector qualifications strategy	A specification of the current and future needs of a sector, with a timeline and action plan
Validity	The fitness for purpose of an assessment tool or scheme.