



KD TRAINING SOLUTIONS

Diploma in Management and Leadership (Level 5)
Unit Title – Meeting Stakeholder and Quality Needs (5005)

Learner Name: Registration Number:

This is to certify that the work submitted with this marking sheet has been produced by me and where I have used someone else's work, it has been properly referenced:

Signed: Date:

Self-Assessment by Learner:

Signed:

Comments by Mentor/Line Manager:

Signed: Name:

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ASSESSMENT OUTCOME:

Learning Outcomes:	Assessment Criteria:	Achieved:	Partially Achieved:
Identify stakeholders and their requirements	Identify your external and internal stakeholders Carry out a stakeholder analysis		
Apply and improve quality standards	Assess the level of quality of a specific product or service provided for a key stakeholder and make suggestions for improvement		
Promote continuous improvement and change	Evaluate a change situation that you were, are or might be involved in and make suggestions for improvement		
Knowledge and Understanding	Demonstrated knowledge of the Unit at the relevant depth and breadth. Understood the topics sufficiently to apply them to your own situation		
Presentation	Produced a piece of work that is communicated in a professional manner		

Signature of Assessor:

Signed: Name:Date:.....

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Detailed Comments by Assessor:

Signed: Name:

Date:

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Comments by internal Moderator:		
Is the learner brief attached?	YES	NO
Are assessment criteria or grading guidelines attached?	YES	NO
Does the work meet the assessment brief?	YES	NO
Have the assessment criteria been fairly applied?	YES	NO
Has the assessor indicated that the learner has partially or fully achieved all learning outcomes?	YES	NO
Has the learner been given comprehensive and constructive feedback?	YES	NO
Has the assessment been consistently marked with other work in the same Unit?	YES	NO
Has all the relevant paperwork for this assessment been properly and fully completed?	YES	NO
Are you completely satisfied that this piece of work fully meets the requirements of the Diploma in Management and Leadership (Level 5) for this Unit?	YES	NO
Do you have any concerns about authenticity, bias or inconsistency of decisions? (If so, make detailed comments overleaf)	YES	NO

Sampling completed by:

Signed: Date:

Name: