



'Promoting Quality in British Sign Language'

Qualification Specification

Level 3 Certificate in British Sign Language Studies

QAN: 501/1347/1

2019-2020

“The specification has been updated to provide greater clarity and improved information on assessment only. The learning outcomes and assessment requirements themselves are unchanged from the previous version of this specification.”



‘Promoting Quality in British Sign Language’

Please read through this Qualification Specification.

If you have any queries, please contact iBSL.

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Qualification Specification

iBSL Level 3 Certificate in British Sign Language Studies

RQF Accreditation Number: 501/1347/1

iBSL Qualification Reference: IBSL3A

Qualification Aim

This qualification aims to further Learners' experiences and development in communication through British Sign Language (BSL) with Deaf people on everyday topics involving work and social contexts. A Level 3 course will enable development in functional BSL communication in more depth than at Level 2, requiring the ability to exchange, present and understand information, ideas, advice and opinions at normal speed, and also develop an awareness of cultural interaction with Deaf people who use BSL.

This qualification has been developed in accordance with the National Language Standards (*CILT, 2010*) and (for one Unit) the National Occupational Standards for Intercultural Working (*CILT, 2008*).

Qualification Structure

The qualification is divided into three Units as follows:

IBSL3AUN: Understand varied BSL in a range of work contexts	Unit Number: K/602/4404
IBSL3ASN: Use varied BSL in a range of work contexts	Unit Number: H/602/4403
IBSL3ADC: Interact with people from different countries or diverse cultures	Unit Number: R/602/4431

All three Units can be achieved separately, but the full Level 3 Certificate in British Sign Language Studies can only be given if there is a **PASS** in each Unit.

Unit Code	Guided Learning Hours (GLH)	Additional Study Hours	Total Qualification Time (TQT)	Credits at Level 3
IBSL3AUN	60	40	100	10
IBSL3ASN	60	40	100	10
IBSL3ADC	30	50	80	8
Total	150	130	280	28

Guided Learning Hours (GLH) includes assessment time. Additional Study Hours includes homework, practise and private study. The Total Qualification Time (TQT) is **280** hours.

Qualification Objectives

At the end of the qualification, Learners will be able to:

- Understand and present information, ideas and opinions in a range of work-related and social contexts using BSL delivered at normal speed and in normally used social and work registers.
- Extract specific details and grasp overall meaning from a range of short passages in BSL delivered at normal speed and in normally used social and work registers, using varied language.
- Maintain business relationships and manage/follow uncomplicated negotiations relating to issues/concerns in your area of work delivered in BSL at normal speed and in normally used social and work registers.
- Take part in discussions relating to varied accounts, reports and instructions delivered in BSL at normal speed and in normally used social and work registers.
- Understand the main points and relevant details of news items, interviews, documentaries and social conversations delivered in BSL at normal speed and in normally used social and work registers, provided there are common interests.
- Develop interactive communication skills with Deaf people who have different cultural experiences and perspectives to your own and understand/appreciate why these differences exist.

These objectives relate to the National Occupational Standards (2010) at Level 3 as developed by CILT, plus the National Occupational Standards for Intercultural Working (2008).

Target Group

The Level 3 Certificate in BSL Studies is suitable for those who:

- wish to acquire varied British Sign Language skills at normal speed and in normally used social and work registers for the purpose of working or interacting with Deaf people on a daily or regular basis.
- need to acquire varied BSL skills as part of a programme of study or professional development.
- are studying for personal development with a view to future employment.
- wish to progress from the Level 2 Certificate.

The qualification is also suitable for Deaf people wishing to acquire a qualification in their own language in order to meet the requirements of the Tariff of Qualifications (ITT) as an approved qualification at Level 3 for evidencing personal literacy skills in order to gain QTLS.

Entry Requirements

Entrants should have achieved the Level 2 Certificate in BSL Studies before embarking on the Level 3 Certificate in BSL programme.

Progression Routes

Upon completion of this qualification, Learners may progress as follows:

- iBSL Level 4 Certificate in British Sign Language Studies

Assessment

Each Unit is different and is broken down into small “assessment” modules. All five assessments must be passed in order to achieve a full Level 3 qualification (see table below).

IBSL3AUN RECEPTIVE SKILLS	IBSL3ASN PRODUCTION SKILLS	IBSL3ADC DEAF CULTURE
IBSL3.1 <i>Receptive skills</i> Assessment 1	IBSL3.2 <i>Presentation skills</i> Assessment 2	IBSL3.5 <i>Deaf culture</i> Assessment 4
IBSL3.3/IBSL3.4 <i>Conversational skills</i> Assessment 3		
IBSL3.6 <i>Live observation</i> Assessment 5		

It is recommended that IBSL3.1, IBSL3.2, IBSL3.3, IBSL3.4 and IBSL3.5 should be taken first. Arrangements should be made for an iBSL External Examiner to visit the Centre when the final unit IBSL3.6 is to be assessed.

- **IBSL3.1** will be assessed by means of the Learner watching a signed clip on iBSL’s online portal and completing a combined question and answer paper with a transcript sheet (See guidance notes for this assessment). This will be externally assessed.
- **IBSL3.2** will be internally assessed by the Teacher-Assessor and will be externally moderated by the iBSL External Examiner during their visit.
- **IBSL3.3/IBSL3.4** will be internally assessed by the Teacher-Assessor and will be externally moderated by the iBSL External Examiner during their visit.
- **IBSL3.5** will be assessed by means of a question and answer paper to cover knowledge of Deaf Culture. This will be externally assessed.
- **IBSL3.6** will be taken in the presence of and assessed by an iBSL External Examiner by means of a ‘live’ assessment.

The assessment materials for assessments IBSL3.1 and IBSL3.5 must be scanned and uploaded to iBSL’s portal, as well as assessments IBSL3.2 and IBSL3.3/IBSL3.4, and IBSL3.6 which must be filmed and uploaded to the portal. All the above evidence, apart from the ‘live’ assessment will be collated into a coursework file.

IBSL Level 3 Certificate in British Sign Language Studies

Unit Specification: IBSL3AUN

Understand varied BSL in a range of work contexts

(RQF unit accreditation number: K/602/4404)

Unit Summary, Learning Outcomes and Assessment Criteria

IBSL3AUN		
RECEPTIVE SKILLS		
IBSL3.1 <i>Receptive skills</i> Assessment 1	IBSL3.3/IBSL3.4 <i>Conversational skills</i> Assessment 3	IBSL 3.6 <i>Live observation</i> Assessment 5

Unit **IBSL3AUN** consists of **three** assessments that are: **IBSL3.1**, **IBSL3.3/IBSL3.4** and **IBSL3.6**

Unit Summary

The aim of this Unit is to enable Learners to understand information, ideas and opinions expressed in a varied range of work-related and social contexts. They will be able to recognise and understand specific details to grasp overall meaning from a range of short passages signed at normal speed and in normally used social and work registers.

Relevance to National Standards

This qualification relates to **U3** of the National Language Standards at Level 3 on the Regulated Qualification Framework. These standards are equivalent to Modern Foreign Languages at AS and A2 and Level B2 of the Common European Framework, and the Higher level on the Scottish Qualifications Framework (Level 6).

Explanation of Work Contexts

Although the title refers to work contexts, the content and assessment criteria provide Learners with opportunities to incorporate evidence from a wide range of contexts, including social contexts and social interaction.

Topics and Content: Mandatory

- **Meeting people through social interaction** (Areas to be covered in this category include *introductions, greetings, thanks, leave-taking, cultural conventions, feelings/needs/preferences, humour, regional differences, and opinions*).
- **Work-related, school and/or college** (*following enquiries/requests/instructions and recognising their urgency/priority, distinguishing between formal and informal language, recognising key work-related vocabulary, distinguishing opinion from facts*).
- **Timeframes** (recognising *different aspects of an event in time, showing continuation, continuity and frequency, using time sequences in the past, present, future or conditional*).
- **Vocabulary, knowledge and understanding** (Learners are expected to develop *a broad range of vocabulary from more than one topic area and understand others on a wide range of issues*, sufficient and appropriate for the qualification at Level 3. Learners are expected to demonstrate through their evidence samples appropriate knowledge and understanding criteria, which are not assessed separately).
- **Topic areas** (It is not the intention of iBSL to enforce a wide spectrum of topics, but the following areas will be expected to be covered - employment (*including job roles, details of normal day-to-day activities, details of company and personnel structures, training and learning*); educational activities; home and leisure (*including daily routines*); holidays, hobbies, types of housing and utilities used; food and drink (*including allergies, eating out, dislikes and likes*); routine news items (such as *general elections and general political issues like the Budget, tax or benefit changes, natural disasters, weather*). The aim here is to provide sufficient day-to-day, uncomplicated sources of vocabulary through which Learners can maintain business and social negotiations/ conversations/discussions).

Comprehension Skills: Mandatory

- Learners should demonstrate their knowledge and understanding of varied BSL in everyday situations including specific details about personal, social or work circumstances and activities, and respond to short passages or information presented in BSL showing understanding of meaning and content.

Learning Outcomes and Assessment Criteria for the IBSL3AUN Unit

Learning Outcomes	Assessment Criteria
<p>1. Be able to understand communication in a range of work-related and social situations.</p>	<p>1.1 - Identify specific details and the general meaning from discussions and presentations.</p> <p>1.2 - Identify the timeframe of events (past, present, future or could happen in certain circumstances).</p> <p>1.3 - Follow enquiries or requests.</p> <p>1.4 - Recognise instructions and their urgency or priority.</p> <p>1.5 - Recognise opinions.</p> <p>1.6 - Recognise feelings, needs and preferences.</p>
<p>2. Be able to follow interaction in a range of work-related or social situations.</p>	<p>2.1 - Recognise introductions, greetings, thanks, apologies and leave-taking.</p> <p>a. Take the initiative in starting a conversation, showing the correct technique and etiquette</p> <p>b. Know and demonstrate the correct cultural conventions for gaining the attention of another participant, both before and during a conversation</p> <p>c. Maintain a free-flowing dialogue, without prompting, using effective turn-taking and interruption etiquette</p> <p>d. Forms of ending conversations, leaving-taking and other politeness conventions that should be used to suit different occasions and varying degrees of formality.</p> <p>2.2 - Recognise cultural conventions.</p> <p>2.3 - Recognise humour.</p> <p>2.4 - Distinguish between formal and informal language.</p> <p>2.5 - Recognise common regional forms.</p>
<p>3. Be able to understand varied language.</p>	<p>3.1 - Recognise a broad general vocabulary, key work-related terms and numerical data.</p> <p>3.2 - Use reference sources to clarify or confirm meaning.</p>

iBSL Level 3 Certificate in British Sign Language Studies

Unit Specification: IBSL3ASN

Use varied BSL in a range of work contexts
(RQF unit accreditation number: H/602/4403)

Unit Summary, Learning Outcomes and Assessment Criteria

IBSL3ASN PRODUCTION SKILLS		
IBSL3.2 <i>Presentation skills</i> Assessment 2	IBSL3.3/IBSL3.4 <i>Conversational skills</i> Assessment 3	IBSL 3.6 <i>Live observation</i> Assessment 5

Unit **IBSL3ASN** consists of **three** assessments that are: **IBSL3.2**, **IBSL3.3/IBSL3.4** and **IBSL3.6**

Unit Summary

The aim of this Unit is to enable Learners to express information, ideas and opinions in a varied range of work-related and social contexts signed in short passages at normal speed and in normally used social and work registers.

Relevance to National Standards

This qualification relates to **S3** of the National Language Standards at Level 3 on the Regulated Qualification Framework. These standards are equivalent to Modern Foreign Languages at AS and A2 and Level B2 of the Common European Framework, and the Higher level on the Scottish Qualifications Framework (Level 6).

Explanation of work contexts

Although the title refers to work contexts, the content and assessment criteria provide Learners with opportunities to incorporate evidence from a wide range of contexts, including social contexts and social interaction.

Topics and Content: Mandatory

- **Meeting people through social interaction** (areas to be covered in this category include initiating social contact, making introductions, greetings, thanks, leave-taking, cultural conventions, feelings/needs/preferences, humour, regional differences, expressing opinions or beliefs, responding appropriately to questions, adapting choice and style of language for formal and informal contexts, finding alternative ways to explain if required, checking to see if the other person has understood or is following a conversation, asking for repetition or time to think).
- **Work-related, school and/or college** (making enquiries/requests/suggestions and giving instructions; using key work-related vocabulary, using numerical terms and numerical data, responding appropriately to questions and comments).
- **Maintaining business and social relationships and other communication in a range of contexts** (areas to be covered include contributing to discussions and negotiating outcomes in straightforward business situations, ability to modify language appropriate to the context of the relationship, using strategies to maintain accuracy and fluency in familiar work-related and social situations).
- **Timeframes** (using signs to signify different aspects of an event in time, showing continuation, continuity and frequency, using time sequences in the past, present, future or conditional).
- **Vocabulary, knowledge and understanding** (Learners are expected to develop a broad range of vocabulary from more than one topic area and understand others on a wide range of issues, sufficient and appropriate for the qualification at Level 3; Learners are expected to demonstrate, through their evidence samples, appropriate knowledge and understanding criteria, which are not assessed separately).
- **Topic areas** (It is not the intention of iBSL to enforce a wide spectrum of topics, but the following areas will be expected to be covered - employment, (*including job roles, details of normal day-to-day activities, details of company and personnel structures, training and learning*); educational activities; home and leisure, (*including daily routines, holidays, hobbies, types of housing and utilities used*); food and drink, (*including allergies, eating out, dislikes and likes*); routine news items (such as *general elections and general political issues like the Budget, tax or benefit changes*), natural disasters, weather. The aim here is to provide sufficient day-to-day, uncomplicated sources of vocabulary through which Learners can maintain business and social negotiations/ conversations/discussions).

Production Skills: Mandatory

- Learners should demonstrate their knowledge and understanding of varied BSL in everyday situations including specific details about personal, social or work circumstances/activities.
- Learners are expected to be able to maintain accuracy and fluency in familiar situations, articulate accurately and know how to use reference sources to clarify or confirm meaning.

Learning Outcomes and Assessment Criteria for the IBSL3ASN Unit

Learning Outcomes	Assessment Criteria
1. Be able to communicate in a range of work-related and social situations.	1.1 - Contribute to discussions on familiar subjects. 1.2 - Respond appropriately to questions and comments. 1.3 - Provide detailed information about events in the past, in the present, in the future, which may or might happen (<i>conditional</i>). 1.4 - Make suggestions. 1.5 - Give instructions or advice. 1.6 - Make requests or enquiries. 1.7 - Express opinions or beliefs.
2. Be able to maintain communication in a range of contexts.	2.1 - Initiate social contact. 2.2 - Use appropriate cultural conventions. 2.3 - Adapt choice and style of language for formal contexts and informal contexts. 2.4 - Find alternative ways to explain when needed. 2.5 - Check the other person has understood. 2.6 - Show if he/she is following a conversation or not. 2.7 - Ask for repetition or explanation. 2.8 - Ask for time to think.
3. Be able to use BSL accurately and fluently in familiar contexts	3.1 - Maintain accuracy in familiar situations. 3.2 - Articulate accurately. 3.3 - Use strategies to maintain fluency in familiar situations. 3.4 - Use reference sources to clarify or confirm meaning.
4. Be able to maintain business and social relationships	4.1 - Modify language appropriate to the context of the relationship 4.2 - Negotiate an outcome in a straightforward business situation.
5. Be able to use varied BSL	5.1 - Use a broad general vocabulary 5.2 - Use key work-related terms 5.3 - Use numerical terms 5.4 - Explain numerical data

Unit Specification: IBSL3ADC
Interact with people from different countries or diverse cultures
RQF Accreditation number: R/602/4431

Unit Summary, Learning Outcomes and Assessment Criteria

IBSL3ADC DEAF CULTURE
IBSL3.5 <i>Deaf culture</i> Assessment 4

Unit **IBSL3ADC** consists of **one** assessment that is: **IBSL3.5**

Unit Summary

The aim of this Unit is to provide Learners with a basic introduction to the study of the language structure of British Sign Language (BSL) and the culture surrounding that language.

Relevance to National Standards

This qualification relates to the National Occupational Standards for Intercultural Working at Level 3 on the Regulated Qualification Framework. These standards are equivalent to Modern Foreign Languages at AS and A2 and Level B2 of the Common European Framework, and the Higher level on the Scottish Qualifications Framework (Level 6).

Explanation of different countries or diverse cultures

Although the title refers to different countries or diverse cultures, the content and assessment criteria relate to social interaction with Deaf people who use BSL, and have a culture based on that language, with regional and national variations.

Topics and Content: Mandatory

- **Meeting people through social interaction** (this includes initiating social contact, understanding and using the correct etiquette, understanding and using cultural conventions regarding language, body language, gestures and emphasis, responding to the challenges of communicating with people of another culture, finding ways to minimise misunderstanding and improving communication, understanding that other people may have different attitudes, perceptions, expectations and service ethics).
- **Maintaining positive working practices** (this includes understanding and balancing other people's perceptions and expectations with the need to achieve stated objectives and service ethics, using strategies to communicate with people from another culture with different perceptions and expectations, using strategies to provide a flexible and positive response to people from another culture).

Production Skills: Mandatory

- Learners should demonstrate that, through using their communication skills in everyday situations, they are able to use correct etiquette, politeness and cultural conventions in communicating with people from a different culture, with different perceptions, expectations and attitudes.

Learning Outcomes and Assessment Criteria for Unit IBSL3ADC

Learning outcomes:	Assessment Criteria:
<p>1. Be able to interact in ways that promote better communication between Deaf and hearing people or between Deaf people of diverse cultures.</p>	<p>1.1 - Explain how his/her use of language, body language, gestures and emphasis may appear to people from another culture. 1.2 - Explain how other people's use of language, body language, gestures and emphasis affect how they are perceived. 1.3 - Suggest ways to minimise misunderstanding and improve communication with people with a different first language. 1.4 - Describe the challenges of communicating with people from another culture who share the same first language. 1.5 - Describe the challenges of communicating with people from another culture through a third person when one of them has Minimum Language Skills (MLS).</p>
<p>2. Be able to respect and maintain cultural values and etiquette in communication when interacting with people from different countries or a diverse culture.</p>	<p>2.1 - Demonstrate how to use correct etiquette when getting attention, starting a conversation, maintaining the conversation, and ending the conversation. 2.2 - Compare the politeness conventions used by self and the people from another culture. 2.3 - Explain how these may affect people's perceptions of one another.</p>
<p>3. Be able to show positive working practices that maintain respect for others.</p>	<p>3.1 - Give examples to show that people from different countries or diverse cultures may have different attitudes, expectations and service ethics. 3.2 - Demonstrate how to balance other people's expectations with the need to achieve stated objectives. 3.3 - Demonstrate how to base opinions and actions towards people from a different country or culture on them as an individual. 3.4 - Demonstrate working practices that include a flexible response to people from different countries or diverse cultures.</p>

iBSL Level 3 Certificate in British Sign Language Studies

Unit IBSL3AUN

Understand varied BSL in a range of work contexts

ASSESSMENT SPECIFICATION

IBSL3.1 (Assessment 1)

This is the **Receptive Skills** assessment. The Centre will receive a notification email when the assessment media is issued that will contain a link to the online video (this is watermarked for authentication purposes). This link will **only be active** for a few hours before and after the **assessment date and time** (e.g. 2 hours before and 2 hours afterwards). These windows of time will be standard and set by iBSL for all videos on the portal. The Learners will be required to complete a question and answer paper supplied by iBSL.

The duration of the assessment will be approximately **40 minutes** and the exam paper contains **two parts**. The Learner will need to **answer all 6 questions** in the first part and **transcribe the signed narrative into written English** in the second part. The online video must be played through to its end and **must not be stopped, paused or interrupted for any reason** (see **Guidance Notes for IBSL3.1**).

Only an Invigilator or Teacher-Assessor and Learners will be allowed in the assessment room.

On completion of the Receptive Skills assessment, the **Application for Achievement Form** is to be signed by the Teacher-Assessor.

After completion of the assessment, the Centre is required to upload the assessment materials onto iBSL's portal within **10 working days**:

- The Learner's completed **question and answer papers**
- The signed **Application for Achievement Form**

This assessment will be marked by an iBSL Examiner and the Centre will receive the results within **6-8 weeks**.

The pass mark for this assessment is **67%**.

- See Appendix A for **Level 3 BSL Assessment Overview**
- See Appendix B for **Assessment Regulations**
- See **Guidance Notes for IBSL3.1**

iBSL Level 3 Award in British Sign Language Studies

Unit IBSL3AUN: Understand varied BSL in a range of work contexts

Guidance Notes for IBSL3.1 (Assessment 1)

Online video via iBSL's portal

Learners will be assessed on their receptive skills by watching a signed clip via iBSL's online portal. There are **two parts** to the exam paper. In the first part, Learners are required to answer **6 questions**. In the second part, Learners are required to **transcribe** the rest of signed story. The questions in the first part are a mixture of **multiple choice** and **standard questions**.

1. Start the assessment by pressing play on the online video on the portal. The online video should be left to play for the duration of the assessment and is **not allowed to be paused or stopped**.
2. On the **1st viewing**, watch the signed story in full. **Learners are not allowed to answer the questions during the first viewing**.
3. The signed story will be repeated a **second time** and split into **two parts**. **Learners are not allowed to answer the questions during the second viewing**.
4. After watching the **first section of the 2nd viewing**, Learner must complete the exam paper by answering questions 1, 2, 3, 4, 5 and 6 on the first part of the paper. The time allowed for answering these six questions is **10 minutes**.
5. After watching the **second section of the 2nd viewing**, **the clip will play for the third time**. The Learner must complete the exam paper by transcribing the signed story into written English on the second part of the paper. The time allowed for transcribing the second part of the signed story is **20 minutes**.
6. The assessment will **end** when the clip has finished.

The duration of this assessment is approximately 40 minutes.

IBSL Level 3 Certificate in British Sign Language Studies

Unit: IBSL3ASN - Use varied BSL in a range of work contexts

ASSESSMENT SPECIFICATION

IBSL3.2 (Assessment 2)

This is the **Presentation Skills** assessment. It will be conducted under controlled and supervised conditions. This presentation assessment will involve a project presentation in BSL. The assessment should be film-recorded in an approved format. The Learner will choose **one** topic from the list given and have **4 weeks to prepare** for the assessment. Topics are supplied by iBSL.

For this unit the Learner will deliver the presentation of a project based on **one** work-related or social/community activity topic which should have been researched. The presentation will be delivered to **an audience of two** (*one of whom must be the Teacher-Assessor*).

The delivery of this presentation will last for **7-10 minutes**, to be followed by a **3-5 minutes** session during which the audience of two people ask questions or raise comments about the presentation. This can either be a Q&A session or a discussion between the presenter and the audience participants.

The total duration for this assessment will be **10-15 minutes** (presentation and follow-up session).

The Teacher-Assessor is to complete the **IBSL3.2 Mark Sheet** and sign the document accordingly.

On completion of the Presentation Skills assessment, the **Application for Achievement Form** is to be signed by the Teacher-Assessor. The Centre must retain the filmed evidence and coursework files in a safe place. The **iBSL External Examiner** will visit the Centre for the purpose of observing the **IBSL3.6** assessment and, during this visit, they will also request sight of the filmed evidence and coursework files. The Learners' evidence will be randomly sampled from their coursework files.

After completion of the assessment, the Teacher-Assessor should then complete the **cover sheet** for the coursework file confirming that the evidence is the Learner's own work. The Centre is required to upload the following assessment materials onto iBSL's portal within **10 working days**:

- The Learner's completed **filmed evidence** in an approved format
- The evidence of Learner's **reference sources**
- The completed and signed **IBSL3.2 Mark Sheet**
- The signed **Application for Achievement Form**

The Centre must retain copies of the above for evidence purposes for a period of 12 months.

The pass mark for this assessment is **45 points** (60%)

- See Appendix A for **Level 3 BSL Assessment Overview**
- See Appendix B for **Assessment Regulations**
- See Appendix C for **Reference Source Form**

iBSL Level 3 Certificate in British Sign Language Studies
Unit: IBSL3AUN - Use varied BSL in a range of work contexts
Unit: IBSL3ASN - Understand varied BSL in a range of work contexts

ASSESSMENT SPECIFICATION

IBSL3.3/IBSL3.4 (Assessment 3)

IBSL3.3 is the **Conversational Skills** assessment and it is merged with the **IBSL3.4** assessment for cultural convention forming part of **both** Units IBSL3AUN **and** IBSL3ASN. This will be a conversation between the Learner and the Teacher-Assessor. The assessment should be film-recorded in an approved format. On the day of the assessment date, the Learner will choose **one** topic from the list provided and be given **20 minutes' preparation time** before the start of the assessment. Topics are supplied by iBSL.

The Centre should set up three rooms for waiting, preparation and examination on the day of the assessment.

The assessment should be set out in a way so that the Learner has opportunities to demonstrate both productive and receptive skills during the assessment and should continue until the Teacher-Assessor is satisfied that all the required performance criteria have been covered. The **IBSL3.3/IBSL3.4** assessment provides evidence for **both** Units IBSL3AUN **and** IBSL3ASN.

The duration of this assessment will be **10-15 minutes**.

The Teacher-Assessor is to complete the **IBSL3.3/3.4 Mark Sheets** and sign the document accordingly.

On completion of the Conversational Skills assessment, the **Application for Achievement Form** is to be signed by the Teacher-Assessor. The Centre must retain the filmed evidence and coursework files in a safe place. The **iBSL External Examiner** will visit the Centre for the purpose of observing **IBSL3.6** assessment and, during this visit, they will also request sight of the filmed evidence and coursework files. The Learners' evidence will be randomly sampled from their coursework files.

After completion of the assessment, all Learners' evidence should be allocated into individual coursework files and the Teacher-Assessor should then complete the **cover sheet** for the coursework file confirming that the evidence is the Learner's own work. The Centre is required to upload the following assessment materials onto iBSL's portal within **10 working days**:

- The Learner's completed **filmed evidence** in an approved format
- The completed and signed **IBSL3.3/3.4 Mark Sheets**
- The signed **Application for Achievement Form**

The Centre must retain copies of the above for evidence purposes for a period of 12 months.

The pass mark for this assessment is **48 points (60%)**

- See Appendix A for **Level 3 BSL Assessment Overview**
- See Appendix B for **Assessment Regulations**

iBSL Level 3 Certificate in British Sign Language Studies

Unit: IBSL3ADC - Interact with people from different countries or diverse cultures

ASSESSMENT SPECIFICATION

IBSL3.5 (Assessment 4)

This is the **Deaf Culture** assessment and forms part of Unit IBSL3ADC. The Learner will receive a study booklet provided by iBSL at the start of the course. The assessment material will be supplied by iBSL in the form of a question paper via iBSL's portal and the Learner is required to complete the exam paper by answering the questions. This assessment will be taken on a date and time agreed by iBSL, the Centre and the Learner, and it must be conducted under controlled and supervised conditions.

The duration of the assessment will be approximately **90 minutes**.

The question paper consists of structured questions chosen from topics within the specification. There are **13 questions** in total, some are **multiple-choice questions** and a few are **standard questions** that require the Learner to give their own answer independently.

Only an Invigilator or Teacher-Assessor and Learners will be allowed in the assessment room.

On completion of the Deaf Culture assessment, the **Application for Achievement Form** is to be signed by the Teacher-Assessor.

After completion of the assessment, the Centre is required to upload the assessment materials onto iBSL's portal within **10 working days**:

- The Learner's completed **question and answer papers**
- The signed **Application for Achievement Form**

This assessment will be marked by an iBSL Examiner and the Centre will receive the results within **6-8 weeks**.

The pass mark for this assessment is **60%**.

If successful, the Learner will receive a Certificate of Achievement Sheet (CAS) with the results from iBSL. This should be inserted in the Learner's coursework file as evidence of their achievement.

- See Appendix A for **Level 3 BSL Assessment Overview**
- See Appendix B for **Assessment Regulations**

iBSL Level 3 Certificate in British Sign Language Studies
Unit: IBSL3AUN - Use varied BSL in a range of work contexts
Unit: IBSL3ASN - Understand varied BSL in a range of work contexts

ASSESSMENT SPECIFICATION

IBSL3.6 (Assessment 5)

This is the **Live Observation** assessment. This will take the form of a “**live**” discussion in the presence of an iBSL External Examiner. The Teacher-Assessor will also take part in the live discussion. The Live observation assessment must be filmed by the Teacher-Assessor or the Centre. The assessment topic for the live discussion will be chosen on the day by the iBSL External Examiner (from a short list issued by iBSL) and given to the Teacher-Assessor **five minutes** before the live assessment starts. The social interaction will be **Learner-led** and will involve a group of Learners, together with the Teacher-Assessor, in the form of a social interaction in a simulated gathering. i.e. a Deaf Club or a Café.

The Centre should set up rooms for waiting and examination on the day of the assessment.

The assessment should be set out in a way so that the Learner has opportunities to demonstrate both productive and receptive skills with other people during the assessment and should continue until the iBSL External Examiner is satisfied that all the required performance criteria have been covered. This assessment provides evidence for **both** Units IBSL3AUN and IBSL3ASN.

This duration of this assessment will be **10-15 minutes**

The iBSL External Examiner is to observe **IBSL3.6** assessment and complete the **IBSL3.6 Mark Sheet**.

During the visit, the iBSL External Examiner will request sight of the filmed evidence and coursework files. The Learners’ evidence will be randomly sampled from their coursework files.

On completion of the Live Observation assessment, the **Application for Achievement Form** is to be signed by the Teacher-Assessor. The Centre must retain the filmed evidence and coursework files in a safe place.

After completion of the assessment, the Centre is required to upload the following assessment materials onto iBSL’s portal within **10 working days**:

- The Learner’s completed **filmed evidence** in an approved format
- The Learner’s completed and signed-off **coursework files**
- The signed **Application for Achievement Form**

The Centre must retain copies of the above for evidence purposes for a period of 12 months.

The pass mark for this assessment is **17 points (60%)**.

- See Appendix A for **Level 3 BSL Assessment Overview**
- See Appendix B for **Assessment Regulations**

KNOWLEDGE AND UNDERSTANDING LEVEL 3 CERTIFICATE IN BRITISH SIGN LANGUAGE

Knowledge and understanding are not assessed separately; they are achieved through the Assessment Criteria.

Knowledge and understanding required for **VARIED** language proficiency at Level 3 as follows:

Competence Level:

- Good vocabulary in a range of situations
- Fluent and flexible use of language on familiar ground, but may not easily express complex or abstract ideas. Common everyday language for routine situations

Vocabulary	
K1	Use and understand broad general vocabulary and key work-related terms
K2	Use and understand range of ways to link ideas and help clarity and fluency such as <ul style="list-style-type: none"> • Connectors (conjunctions: e.g. <i>'although'</i>, <i>'as long as'</i>; adverbs: e.g. <i>'however'</i> and enumerators: e.g. <i>'firstly'</i>) • Pronouns common words/signs used in your work/social settings
K3	Use and understand a range of different forms of address, greeting, leave-taking and other politeness conventions to suit different occasions and degrees of formality
K4	Use and understand the ways to express feelings (e.g. <i>wishes, gratitude, regret, apology, annoyance</i>)
K5	Use and understand routine numerical terms and ways to talk about them (e.g. <i>all numbers, fractions, statistics</i>)
Grammatical Forms	
K6	Use and understand how to express past, present, future and conditional (e.g. <i>"I would go"</i>)
K7	Use and understand how phrases <i>'can'</i> , <i>'must'</i> , <i>'could'</i> , <i>'should'</i> and <i>'would'</i> are expressed in this language.
K8	Use and understand negation, question forms and a range of commonly used grammatical structures
K9	Use common ways to ask permission and give instructions with varying formality and politeness
K10	Use and understand a range of complex sentence combinations, some of which may be learned as set phrases
Non-verbal Cultural Conventions	
K11	Use most common signed and non-verbal politeness conventions (e.g. <i>gestures, spatial distance, touch, eye contact</i>)
Reference Sources	
K12	Use of relevant language reference sources to find out or check meaning and/or accuracy (e.g. <i>glossaries, dictionaries, phrasebooks, basic on-line resources</i>)

Appendix A

iBSL Level 3 Certificate in British Sign Language Studies

Units: IBSL3.1 / IBSL3.2 / IBSL3.3 / IBSL3.4 / IBSL3.5 / IBSL3.6

ASSESSMENT OVERVIEW

Assessment No	Assessment Description	Unit	Duration of Assessment	Marked By	Pass Mark
1 3.1	Receptive Skills: Learner to watch BSL online video via portal, answer questions and transcribe into written English on exam paper provided. Assessment will be carried out in a supervised session with an Invigilator. Assessment media to be issued by iBSL via online portal	IBSL3AUN	Approx. 40 minutes	iBSL Examiner	67%
2 3.2	Presentation Skills: Learner to choose one topic and present a project to the audience of two people (one being Teacher-Assessor), followed by questions or discussion from the audience. Assessment topics to be supplied by iBSL via online portal	IBSL3ASN	10 - 15 minutes (7-10 minutes for presentation and 3-5 minutes for discussion)	T/A's results are *provisional and subject to change by the iBSL Examiner	45 (60%)
3 3.3/3.4	Conversation Skills: Learner to choose one topic and have a conversation with Teacher-Assessor which demonstrates productive and receptive skills. It must be film-recorded. Assessment topics to be supplied by iBSL via online portal	IBSL3AUN IBSL3ASN	10 - 15 minutes	T/A's results are *provisional and subject to change by the iBSL Examiner	48 (60%)
4 3.5	Deaf Culture: Learner to answer questions on question paper given. This can be written or signed. Assessment paper to be issued by iBSL via online portal	IBSL3ADC	90 minutes maximum	iBSL Examiner	60%
5 3.6	Live Observation: Group Discussion between Learners and Teacher-Assessor; Min 3 people; Max 4 people which demonstrates productive and receptive skills. It must be film-recorded. Assessment topic given and chosen on day by iBSL External Examiner	IBSL3AUN IBSL3ASN	10 - 15 minutes	iBSL External Examiner	17 (60%)

Note:

*Teacher-Assessor (T/A) given marks are **provisional** until the marks have been confirmed by the iBSL External Examiner. **Provisional marks are not certified**, and the official results will be issued by iBSL after the decision has been made by the iBSL external examiner during the visit to the Centre.

Appendix B

iBSL Level 3 Award in British Sign Language Studies Units: IBSL3.1 / IBSL3.2 / IBSL3.3 / IBSL3.4 / IBSL3.5 / IBSL3.6

ASSESSMENT REGULATIONS

1. Registration of Learners

iBSL **no longer uses LRF forms** for the registration of Learners. The Centre is required to register Learners through iBSL's online portal. The nominated person at the Centre who can access iBSL's portal with 'Centre' access rights must enter the Learner's details (including **Unique Learner Numbers**) onto the iBSL portal. Once entered and saved onto the portal, the Learners can then be allocated to the relevant course. It is essential that you first check to see if the Learner is already registered on the portal, as the system will not allow you to create multiple records with the same ULN.

Centres are **responsible for obtaining Unique Learner Numbers (ULNs)** from the Learning Records Service. iBSL are unable to process the registration of Learners without the ULN of each (SCN in Scotland). Centres requiring ULNs can go to www.lrs.education.gov.uk to obtain them or contact them directly for further information. Please note that Learners **MUST** have a ULN (or SCN) before they can be registered for any assessment.

(Please note the notice period required for consideration of reasonable adjustments when choosing assessment dates. *See clause 3 on next page*)

2. Acknowledgement of Learner Registration

Upon the approval of Learner Registration, iBSL will then send an invoice to the Centre. Once payment has been received, assessment materials will be available to the Centre via iBSL's portal as follows:

For IBSL3.1 Assessment:

The question papers and Application for Achievement Form will be available from iBSL's online portal, and iBSL will **release the assessment online video** through iBSL's online portal **on the day of the assessment date**.

For IBSL3.2 Assessment:

The Application for Achievement Form will be available from iBSL's online portal, and iBSL will **release the assessment topics** through iBSL's portal **4 weeks before the assessment date**.

For IBSL3.3/3.4 Assessment:

The Application for Achievement Form will be available from iBSL's online portal, and iBSL will **release the assessment topics** through iBSL's portal **on the day of the assessment date**.

For IBSL3.5 Assessment:

The Application for Achievement Form will be available from iBSL's online portal, and iBSL will **release the assessment question papers** through iBSL's online portal **on the day of the assessment date**.

For IBSL3.6 Assessment:

The Application for Achievement Form will be available from iBSL's online portal, and iBSL External Examiner will **give a drop-in topic on the day of the 'live' assessment**.

No additional Learners may be registered for the assessment after this point; any Learner not completing the assessment forfeits their fee.

3. Reasonable Adjustments

Centres that request a Reasonable Adjustment on behalf of their Learner(s) must complete a Reasonable Adjustment form via iBSL's online portal. iBSL will contact the Centre within **four weeks** to advise whether or not the request has been approved and how the assessment will be carried out.

4. Teacher-Assessors

It is the responsibility of the Centre to appoint a suitably qualified Teacher-Assessor for these units. The Teacher-Assessor must have an appropriate Assessor qualification or equivalent.

Teacher-Assessor should attend iBSL's Annual Standardisation Meeting (ASM) in order to keep up to date with current assessment procedures.

5. Carrying out Assessments

The assessment is to be carried out at a time agreed by the Centre, the Learner and iBSL. All assessments must be carried out under appropriate '**Examination Conditions**' and no Learner must receive help from anyone during the assessment (except where a **Reasonable adjustment (RA)** has been agreed by iBSL).

The Teacher-Assessor must complete and sign the **Application for Achievement Form** and **Mark Sheet Form** (where applicable) to confirm this.

For IBSL3.1 Assessment:

The assessment is to be carried out at a time agreed by the Centre, the Learner and iBSL.

For IBSL3.2 Assessment:

The assessment is to be carried out at a time agreed by the Centre, the Learner and iBSL.

The whole of the assessment must be visually recorded by an approved means, with both the Learner and the audience of two being visible in the recording. The completed assessment clip must be uploaded to iBSL's online portal.

- All participants' faces must be visible within the frame.
- Each Learner must fingerspell their full name at the start of the assessment. This is not part of the marked assessment, it is for verification purposes only. The Learner should fingerspell their full name as it was registered onto iBSL's portal.
- The Learner is allowed to use a PowerPoint aid but care must be taken to ensure that light reflected by the projector does not "blacken out" the participants' faces.
- Centres should take care to ensure that assessment materials and clips are uploaded to the correct learner's record on the portal.

For IBSL3.3/3.4 Assessment:

The assessment is to be carried out at a time agreed by the Centre, the Learner and iBSL.

The whole of the assessment must be visually recorded by an approved means, with both the Learner and the Teacher-Assessor being visible in the recording. The completed assessment clip must be uploaded to iBSL's online portal. Centres may appoint an Invigilator to supervise the assessment.

- Both participants' faces must be visible within the frame.
- Each Learner must fingerspell their full name at the start of the assessment. This is not part of the marked assessment, it is for verification purposes only. The Learner should fingerspell their full name as it was registered onto iBSL's portal.
- Centres should take care to ensure that assessment materials and clips are uploaded to the correct learner's record on the portal.

For IBSL3.5 Assessment:

The assessment is to be carried out at a time agreed by the Centre, the Learner and iBSL.

For IBSL3.6 Assessment:

The assessment is to be carried out at a time agreed by the Centre, the Learner and iBSL. The assessment will be carried out by an iBSL External Examiner and s/he will complete and sign **IBSL3.6 Mark Sheet** form for each Learner. The assessment room should have enough space for the Examiner to observe the process, if required, and for people to move around.

The whole of the assessment must be visually recorded by an approved means, with all the Learner and the Teacher-Assessor taking part being visible in the recording. The completed assessment clip must be uploaded to iBSL's online portal.

- All participants' faces must be visible within the frame.
- Each Learner must fingerspell their full name at the start of the assessment. This is not part of the marked assessment, it is for verification purposes only. The Learner should fingerspell their full name as it was registered onto iBSL's portal.
- Centres should take care to ensure that assessment materials and clips are uploaded to the correct learner's record on the portal.

6. The Assessment Room

'Examination conditions' mean that the assessment room:

- Must be identified by an appropriate sign outside the room
- Must not contain displays of material which could assist the Learner, although Teacher-Assessors may have their own material to help them with the assessment
- Must be set up correctly for the viewing of the material, taking into account the lighting, the background and the position of the Learner.

'Examination conditions' also mean that:

- Mobile phones must be switched off
- Each Learner's ID must be confirmed
- All unauthorised items/materials/belongings are placed out of reach of the Learners
- Learners are informed that they are subject to examination conditions
- Teacher-Assessors must operate the recording equipment themselves
- Learners are supervised throughout the assessment
- There is no distraction or disturbance during the assessment.

7. iBSL Forms

Only the official **iBSL Application for Achievement Form** and **Mark Sheet Form** must be used.

These forms are available from iBSL's online portal.

- A separate **Mark Sheet Form** is required for each Learner.
- Photocopies are **not permitted**.
- Centres or Teacher-Assessors are **not permitted** to amend Application for Achievement Forms for any reason. Any changes to assessment details must be requested via iBSL's Administration Team and the appropriate fee paid. Please refer to the fee booklet on iBSL's website.

8. Misconduct

If the Teacher-Assessor or Assessment Co-ordinator observes any misconduct, the assessment must be stopped immediately. A **Misconduct Report Form** (available from iBSL's website) must be completed.

The time of the action must be noted and the Learner must be informed of the procedure. The **Application for Achievement Form** should be noted with a brief statement describing the incident.

9. Emergencies

If an emergency should occur, e.g. fire alarm, the assessment room must be evacuated immediately in accordance with the instructions of the appropriate authority, and a report detailing the time and date of the incident sent to iBSL.

Depending on the circumstances, the assessment may be:

- a) Resumed if there has been no breach of assessment security, or
- b) Cancelled to be rearranged at a later date or
- c) If the assessment was almost completed, a Special Consideration form should be completed on behalf of the Learner(s).

10. After the Assessment

The **Application for Achievement Form** must be signed by the Teacher-Assessor or Invigilator and uploaded to iBSL's online portal within **10 working days** of the assessment taking place, the Centre retaining a copy for its records. These records should be retained by the Centre in a safe place in case they need to be produced as part of iBSL's sampling process.

For IBSL3.1 Assessment:

All **completed question papers** along with the **Application for Achievement Form** must be uploaded to iBSL's online portal within **10 working days**. The online video **must not** be copied.

For IBSL3.2 and IBSL3.3/3.4 Assessments:

The **IBSL3.2** and **IBSL3.3/3.4 Mark Sheets** must be correctly completed and signed by the Teacher-Assessor. The filmed evidence for each learner should be checked to ensure that it is viewable.

Centres should take care to ensure that the correct assessment materials and clips are uploaded to each learner's record on the portal.

These documents and recordings should be collated into a coursework file and retained by the Centre in a safe place until the iBSL External Examiner visit has taken place. The following assessment materials are required to be uploaded to iBSL's online portal within **10 working days**:

- The Learner's **completed filmed evidence for IBSL3.2 and IBSL3.3/3.4**
- The completed and signed **IBSL3.2 and IBSL3.3/3.4 Mark Sheets**
- The signed **Application for Achievement Forms**

The Centre is to retain copies of the above for evidence purposes for a period of 12 months.

For IBSL3.5 Assessment:

All **completed exam papers** along with the **Application for Achievement Form** must be uploaded to iBSL's online portal within **10 working days**.

For IBSL3.6 Assessment:

The **IBSL3.6 Mark Sheet** will be completed and signed by the iBSL External Examiner.

11. The iBSL External Examiner Visit

The iBSL External Examiner will visit the Centre for the final **Live Observation** assessment as part of iBSL's quality assurance process and shall check the Learners coursework files by sampling recorded evidence, as required. Therefore, it is essential that **IBSL3.1, IBSL3.2, IBSL3.3, IBSL3.4** and **IBSL3.5** assessments have been completed before the iBSL External Examiner's visit.

12. Issuing of Results

iBSL will issue the results of the assessment within **6-8 weeks** following the visit of the iBSL External Examiner, together with any forms or certificates for onward forwarding to the Learners.

13. Appeals and Retention of Evidence

The Centre must retain the Learners' evidence for a period of **12 months** following the visit by the iBSL External Examiner. In the event of an appeal against assessment decisions, iBSL may require access to this evidence. In the event of an appeal against the assessment decision, please follow iBSL's Appeals Policy which can be found on iBSL's website. iBSL may review the completed papers using a different iBSL External Examiner.

Appendix C

iBSL Level 3 Award in British Sign Language Studies

References

Centre Number:	Assessment Reference:	Date of Assessment:
Name:	ULN:	

Please find below a list of vocabulary used, which was not taught or learnt during class sessions.

New Vocabulary	Source/Reference

Signature:

Date:

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