

# 1 GLOSSARY: TERMS USED AND THEIR MEANING

The information below is taken from the “VQA Glossary of Terms, Abbreviations and Acronyms”. This is a document that you can download from the VQA website at <https://vqa.edu.vu/index.php/documents/general-documents/vqa-glossary>.

It has a large number of terms and abbreviations that are used in the VQA documents for PSET. In this document we look at the ones that are most applicable for the PSET MIS.

Achievement-Based Assessment	The process of collecting evidence and making judgements whether learning outcomes have been achieved. A marking schedule shows the relation between the criteria being assessed and the work produced by the learner, to receive a specific mark. Individual marks for all assessment tasks are combined into a grade for the component.
Assessment	The process of collecting and evaluating evidence to establish the level of an individual’s performance.
Assessment Mark Or Result	The result of a single assessment. It is not equivalent to the Grade a learner can achieve for a Component. Because one component delivery can have more than one assessment.
Assessor	The person who creates and performs the assessment for one or more course components. Usually this is the same person as the Trainer. But it is possible that it is another person, or that the trainer asks for assistance from one or two other assessors, in case the assessment is an observation for example and the group of learners is large.
Clustering	Clustering is the process of grouping related units of competency so that the units can be taught, learned and assessed together. Clustering can be meaningful in the context of a particular industry or learning environment. Clustering may enable learners to practice the job tasks that are reflected in the units of competency in a wider context, like they would in an actual workplace, which helps with transferring the specific knowledge and skills to the actual workplace. It may also enable the teachers to draw on broader real workplace functions when developing learning activities. Clustering may also assist with making the teaching and learning process more efficient as it can reduce the amount of time spent on assessment and moderation.
Competency-Based Assessment	The process of collecting evidence and making judgements on whether competency has been achieved. The purpose of the assessment is to confirm that an individual can perform to the

	standards expected in the workplace as expressed in the relevant competency standards.
Component of a Course	The smallest part of a course that can be separately assessed and for which credits can be awarded. The total of components makes up the course. Components are often also referred to as units, modules, papers, subjects.
Course	Structured sequence of education and training designed to meet the requirements of a qualification.
Course Component Delivery	The combined teaching, learning and assessment activities, and context, resources, and staff in a course component, in accordance with the specifications of the course component as laid out in the component details document.
Course Delivery	The combined -teaching, -learning and -assessment activities, -and context, -resources, -and staff in a course, -in accordance with the specifications of the course as laid out in its Course Accreditation Document.
Course Component Delivery Enrolment	This is the Enrolment of a student to a Component Delivery.
Course Delivery Enrolment	This is the Enrolment of a student to a Course Delivery. This enrolment is done when a person submits School Registration Form and the school accepts the applicant. The date for this enrolment is the date the School Registration Form is Submitted.
Credit Transfer	Transfer of Credits obtained for a similar course component at another institution to a component of another institution. This way a learner does not have to re-sit assessments for a component if they already have achieved the outcomes before at another institution. This is related to Recognition of Prior Learning.
Dash Board	The Welcome page or the Landing Page of a module of Open VEMIS or PSET MIS
Delivery Site	The location where PSET course and course component delivery normally take place. This will be the place where the school buildings are. One Provider can have more than one Delivery Site. A good example is ACOMVETS, which has five delivery sites: Torgil PIVT, Agape RTC, Narea RTC, Lorevuilko RTC and Fisher Young RTC.

Delivery Site Course	A course that is approved to be delivered at a delivery site.
Grade	The result assigned to a learner for a component, after they took part in the component delivery and its assessments, or obtained by Recognition of Prior Learning or Credit Transfer. For units of competence this will be either a C (Competent) or NYC (Not Yet Competent). For achievement based components this will be a letter A to E. For details on the grade values, see the PSET Assessment Policy on the VQA website.
Landing Page	The Welcome page or the Dash of a module of Open VEMIS or PSET MIS
Learner	A person who is enrolled in a course offered by a Registered Provider.
Moderator	The person who is qualified to perform pre- and post-assessment moderation. Normally the Moderators will be selected from the Provider staff, but it is also possible to involve a person from outside of the Provider staff, potentially from another Provider or from the Industry.
Post-Assessment Moderation	Moderation of the assessment process and designated marked learner work to ensure that all marking is consistent and in line with assessment principles and the published assessment criteria.
Pre-assessment Moderation	A quality control process that validates if the assessment tasks and materials meet the assessment principles before they are used for assessment.
Provider	An organisation that is offering, or intends to offer, post-school education and training in Vanuatu. In the PSET MIS, this is the legal entity that contracts the staff. One Provider can have more than one Delivery Site.
Record of Achievement	A record of the grades for all components leading to a VQF (Vanuatu Qualifications Framework) qualification in which a learner has been enrolled at an institution. The record of achievement is issued with the qualification at the graduation.
Qualification	Certificate, diploma or degree awarded by a provider, having affirmed that a person has achieved the stated learning outcomes or competencies at the determined standard
Recognition of Prior Learning (RPL)	The generic term for formal assessment of a learner's current knowledge and skills to confirm and recognize the learning outcomes a learner has already obtained in non-formal, informal, experiential, workplace and/or formal learning contexts.
Record of Achievement	A record of the grades for all components leading to a VQF qualification in which a learner has been enrolled at a provider. The

	record of achievement is issued with the qualification at the graduation.
Statement of Attainment	A certification that confirms that an accredited course is partially completed.
Trainer / Lecturer	The person performing the delivery of a component. This is the person teaching the learners, and assisting them in achieving the component learning outcomes.
Unit of Competency	A unit of competency is an approved specification of a job task, in terms of its required knowledge, skills and attitudes, to a standard that is expected in the workplace. A unit of competency is a special case of a course component.
Welcome Page	The Landing page or the Dash of a module of Open VEMIS or PSET MIS. This page is the