242813 FORMATIVE ASSESSMENT

### Activity SO1 AC 1-4

#### Work in pairs

* Define what you think the overall strategy of your organisation is. Quote from the mission and vision statement and then state what the overall direction of the organisation is. Also state what you think key success factors influence your organisation.
* Identify the elements of the overall strategy that refer to your own work, giving examples
* Discuss your findings in your groups

### Group Activity SO2 AC 1-2

Identify the objectives and activities for your own area of responsibility. Remember that your area of responsibility includes your team/section/Department. In other words, what is it that your team or section has to do on a daily basis. Explain this on the basis of the standard operating procedures in your organisation.

Also explain the goals, performance outcomes, outputs, key performance areas and key performance and objectives of your team or section.

Present your findings to the list of the class for further discussion.

### Group activity SO3 AC 1-3

* Identify the role of your group in class in terms of the overall strategy of the college/training provider
* Explain this role to the rest of the class through a presentation
* Also explain the feedback mechanisms that exist in terms of the training process, assessments and final accreditation. You will find details of this in the assessments guide