

**Highfield Level 3 End-Point Assessment for  
ST0795 Data Technician  
Mock Assessment Materials  
Professional Discussion underpinned by a portfolio**

Data Gathering			
Ref	Pass Criteria	Achieved	Not achieved
DG8	Explains the different types of data sets and their formats. (K1, K4, K6, K15)		
DG9	Describes the value of the data to the organisation and the importance of analysis management. (K1, K4, K6, K15)		
DG10	Describes the role of data in the digital domain (including the use of external trusted data sets) and how it underpins every digital interaction including applications, devices, IoT and customer centricity. (K1, K4, K6, K15)		
DG11	Explains the different types of data formats and data architectures including premises and cloud. (K1, K4, K6, K15)		
DG12	Describes the characteristics of presentation tools to visualise and reviews the characteristics of data and communication tools and technologies for collaborative working. (K1, K4, K6, K15)		
Ref	Distinction Criteria	Achieved	Not achieved
DG13	Evaluates and justifies why using different data sets is important to the business and evaluates how incorrect data gathering can affect the output. (K1, K4, K6, K15)		

<b>Data Analysis and Validation</b>			
<b>Ref</b>	<b>Pass Criteria</b>	<b>Achieved</b>	<b>Not achieved</b>
DA7	Describes the methods of validating data how to identify common data quality issues and the importance of corrective action. (K10, K11)		

<b>Approach to Work</b>			
<b>Ref</b>	<b>Pass Criteria</b>	<b>Achieved</b>	<b>Not achieved</b>
AW4	Describes how they have reviewed their own development and kept up to date with developments in technologies, trends and innovation. (K16, S14, S15, S17, B1, B5, B6)		
AW5	Explains how they have integrated into a multi-functional team both internally and externally to their organisation. (K16, S14, S15, S17, B1, B5, B6)		
AW6	Describes how they have worked in an inclusive manner. (K16, S14, S15, S17, B1, B5, B6)		
AW7	Works independently to meet required deadlines, managing stakeholder expectations. (K16, S14, S15, S17, B1, B5, B6)		

<b>Distribution and Dissemination</b>			
<b>Ref</b>	<b>Pass Criteria</b>	<b>Achieved</b>	<b>Not achieved</b>
DD1	Describes communication methods, formats and techniques commonly used and how these have been applied in a range of roles including customer, manager, client, peer, technical and nontechnical. (K5, K12, K13, K14, S10, S11, S12, S13)		
DD2	Explains the legal requirements of using data and the importance of using data ethically. (K5, K12, K13, K14, S10, S11, S12, S13)		

DD3	Describes how they have communicated the results of data analysis to different audiences that assists understanding. (K5, K12, K13, K14, S10, S11, S12, S13)		
DD4	Explains the significance of customer/end user issues, problems, value to the organisation, brand awareness, cultural awareness/ diversity, accessibility to both an internal and external audience. (K5, K12, K13, K14, S10, S11, S12, S13)		
DD5	Explains how they have stored, managed and distributed data in line with data security standards and legislation. (K5, K12, K13, K14, S10, S11, S12, S13)		
DD6	Explains how they have produced clear and consistent technical documentation. (K5, K12, K13, K14, S10, S11, S12, S13)		
<b>Ref</b>	<b>Distribution Criteria</b>	<b>Achieved</b>	<b>Not achieved</b>
DD7	Critically evaluates why we communicate data and why we utilise different communications methods. (K5, K12, K13, K14, S10, S11, S12, S13)		
DD8	Evaluates why we need to store, manage and distribute data and justifies the importance of maintaining ethical and security standards. (K5, K12, K13, K14, S10, S11, S12, S13)		