

**Think about
Project report, presentation
& questioning
Level 3 Improvement Technician
V1.0**



On the day of this assessment you will carry out:



**A 30-40-minute presentation and
25-35-minute Q&A**



Face-to-face or remote



Under exam conditions



**With an end-point assessor and a representative
of your employer (required)**



Key point

**You will have already submitted your project portfolio
and report.**



Do

- Review the criteria associated with the project report, presentation and questioning - this can be found in the EPA-kit
- Base your presentation on the contents of your project report
- Follow each step of a recognised problem-solving methodology
- Bring your project portfolio and other materials to the assessment
- Be prepared to answer questions based on your evidence-based practice



Don't

- Forget to plan
- Forget to reflect on your on-programme experiences and learning
- Forget to bring your ID



Next steps

- Results can take up to 7 days to be confirmed.
- Your manager or training provider will inform you of the results.



Resits

- If you do not achieve a pass result on the presentation and questioning you can resit the assessment.



Use the table below to plan and prepare for the presentation and questioning

| Criteria | Key points to remember |
|------------------|------------------------|
| Business benefit | |

Problem-solving methodology

Data-backed decision making

Explanation of project choice

Use of each tool

Team working

How outputs of tools inform next steps

Using outputs of tools to share/replicate improvements in other areas where there are differences in solutions/controls

Sharing/replicating improvements in other areas where there are differences in baseline metrics

Applying Lean, Sigma, project and change management in daily work