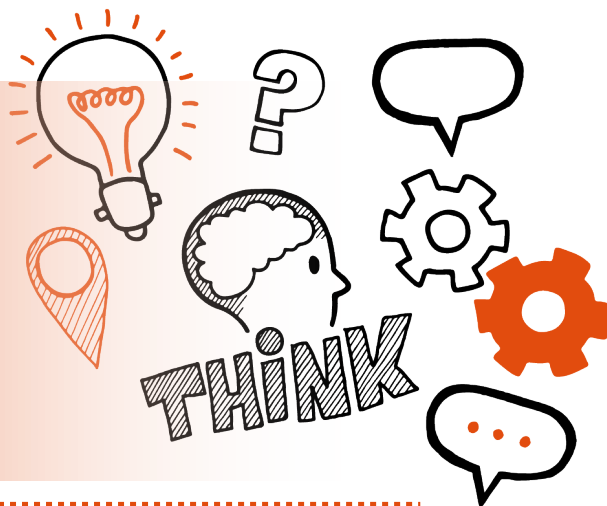


Think about

Workplace project, presentation and Q&A

**Level 3 ST0201 Supply Chain Practitioner
(Fast-moving consumer goods) v1.0/AP01**



On the day of this assessment you will carry out:



An up to 60-minute presentation and Q&A session (a maximum of 15 minutes allowed for the presentation)



Remote or face-to-face



Under exam conditions



With an end-point assessor



Key point

You will have already submitted your workplace project report.



Do

- Review the criteria associated with the workplace project, presentation and Q&A - this can be found in the EPA Kit and in the table at the end of this document
- Review relevant legislations, regulations and your organisation's policies and procedures
- Ensure a quiet room is available and that there are no interruptions
- Be prepared to answer questions and any follow-up questions that your assessor may ask
- Bring your workplace project report and other materials to the assessment



Don't

- Forget to bring your ID
- Forget to plan



Next steps

- Results can take up to 7 working 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 workplace project, presentation and Q&A, you can resit the assessment





Use the table below to plan and prepare for the workplace project, presentation and Q&A

(P) indicates pass criteria

(D) indicates distinction criteria

Assessment criteria	Key points to remember
Knowledge	
(P) Understand own key performance indicators within area of responsibility and their impact on upstream and downstream operations (K1)	
(P) Correctly use IT systems in your supply chain to complete tasks (K11)	



(D) Understand own key performance indicators within area of responsibility and those of other teams within the supply chain and their impact on upstream and downstream operations (K1)	
Skills	
(P) Ensure the flow of FMCG products or services, reacting to factors affecting the operation as they occur (S3)	
(P) Meet critical deadlines (S3)	
(P) Lead and participate in everyday problem solving activities, using a recognised technique (S4)	



(P) Use up to 2 CI techniques to identify one or two potential improvement for the workplace and shows how improvements could be embedded in the workplace (S5)	
(P) Identify patterns and trends to make informed decisions using appropriate techniques and drawing logical conclusions (S6)	
(P) Develop a project plan with milestones, key project stages and deliverables (S7)	
(P) Identify, manage and escalate risks to the business within own area of responsibility, based on project outcomes (S8)	



(P) Ensure product availability (S8)	
(P) Present reasoned conclusions (S9)	
(P) Communicate message, using appropriate methods and FMCG terminology (S9)	
(D) Consider factors that may impact on the efficient running of the FMCG supply chain and has contingency plans in place (S3)	



(D) Exceed deadlines (S3)	
(D) Lead and participate in everyday problem solving activities, using multiple techniques; end to end understanding demonstrated; longer term horizon considered, element of 'future proofing'/forward thinking (S4)	
(D) Use 3 plus CI techniques to identify 3 or more potential outcomes and show how improvements could be embedded in the workplace (S5)	
(D) Making reasoned and sound/logical recommendations based on data analysis for potential business benefits (S6)	



(D) Develop a project plan with activities, milestones, roles and responsibilities, key stages and deliverables, risk log. Demonstrate adherence to plan and re-planning based on project findings (S7)	
(D) Identify, manage and escalate risks within own area of responsibility and to other areas of the supply chain/business (internal and external), based on project outcomes (S8)	
(D) Anticipating and contingency planning for internal and external factors which may impact on product availability (S8)	
(D) Present reasoned conclusions and sound/logical recommendations for future implementation (S9)	



(D) Adapt style according to the audience (S9)	
Behaviours	
(P) Demonstrate flexibility to changing working environment and demands (B1)	
(P) Aim to meet objectives, demonstrate good time management (B2)	
(P) Accept responsibility; plan work to meet objectives (B3)	



(P) Build good relationships with others, work collaboratively, contribute ideas and challenges appropriately (B4)	
(P) Work to identify and ensure root causes of problems are resolved (B5)	
(P) Communicate message to different audience, honest and polite (B6)	
(D) Constructively questions and challenges to understand the reasons behind the change. Set a positive example for others about change (B1)	



(D) Aim for exceed objectives. Actively reviews performance with a critical eye and look for ways to improve performance (B2)	
(D) Plan to exceed objectives. Effectively prioritises and re-prioritises work to meet objectives (B3)	
(D) Contribute to team based discussions/problem solving (B4)	
(D) Adopt a preventative approach to problem solving (B5)	



(D) Review effectiveness of communication to identify ways to improve. Demonstrate effective influencing skills (B6)	
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V1.1

