

# Highfield Level 4 End-Point Assessment for ST0192 Improvement Practitioner

## Mock Assessment Materials

### Project Report, Presentation and Questioning

The presentation and questioning are based on the project report and the report itself is **not** assessed.

| Project report, presentation and questioning |                                                                                                                                                                                                                                                                                                               |              |                  |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------|
| Ref                                          | Assessment criteria (Pass)                                                                                                                                                                                                                                                                                    | Criteria Met | Criteria Not Met |
| PR1                                          | Show business benefit to the apprentice's employer (S22)                                                                                                                                                                                                                                                      |              |                  |
| PR2                                          | Follow the steps of a recognised problem-solving methodology (e.g. PPS, DMAIC, 8D) with a clear flow from one step to another and supported by the application/interpretation of appropriate Lean, Six Sigma, project management and change management tools (S1, S4, S5, S6, S7, S8, S9, S10, S11, S19, S22) |              |                  |
| PR3                                          | Demonstrate data-backed decision making to support definition, measurement, analysis and improvement (S12, S13, S14, S15, S16, S17, S18, S20)                                                                                                                                                                 |              |                  |
| PR4                                          | Explanation of how they chose and scoped the project (S7)                                                                                                                                                                                                                                                     |              |                  |
| PR5                                          | How they used each tool (S6)                                                                                                                                                                                                                                                                                  |              |                  |
| PR6                                          | How they led a cross-functional team during the project (K2, K4)                                                                                                                                                                                                                                              |              |                  |
| PR7                                          | How they coached colleagues in the application of improvement tools (S3)                                                                                                                                                                                                                                      |              |                  |
| Ref                                          | Assessment criteria (Merit)                                                                                                                                                                                                                                                                                   | Criteria Met | Criteria Not Met |
| PR8                                          | Clearly explains how the outputs of each tool are used to inform the next step (S7, S8, S9, S10, S11, S12, S13, S14, S15, S16, S17, S18, S19, S20, S22)                                                                                                                                                       |              |                  |
| PR9                                          | Identifies and takes the opportunity to share and/or replicate the improvements made to one other area/system, where there are differences in the solutions/controls (B1)                                                                                                                                     |              |                  |

| Ref         | Assessment criteria (Distinction)                                                                                                                                       | Criteria Met | Criteria Not Met |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------|
| <b>PR10</b> | <i>Identify and take the opportunity to share and/or replicate the improvements made to one other area/system, where there are differences in baseline metrics (B1)</i> |              |                  |
| <b>PR11</b> | <i>Seeks opportunities to apply Lean, Six Sigma, project and change management tools in daily work (B4)</i>                                                             |              |                  |