

Underpinning excellence

Presenter name

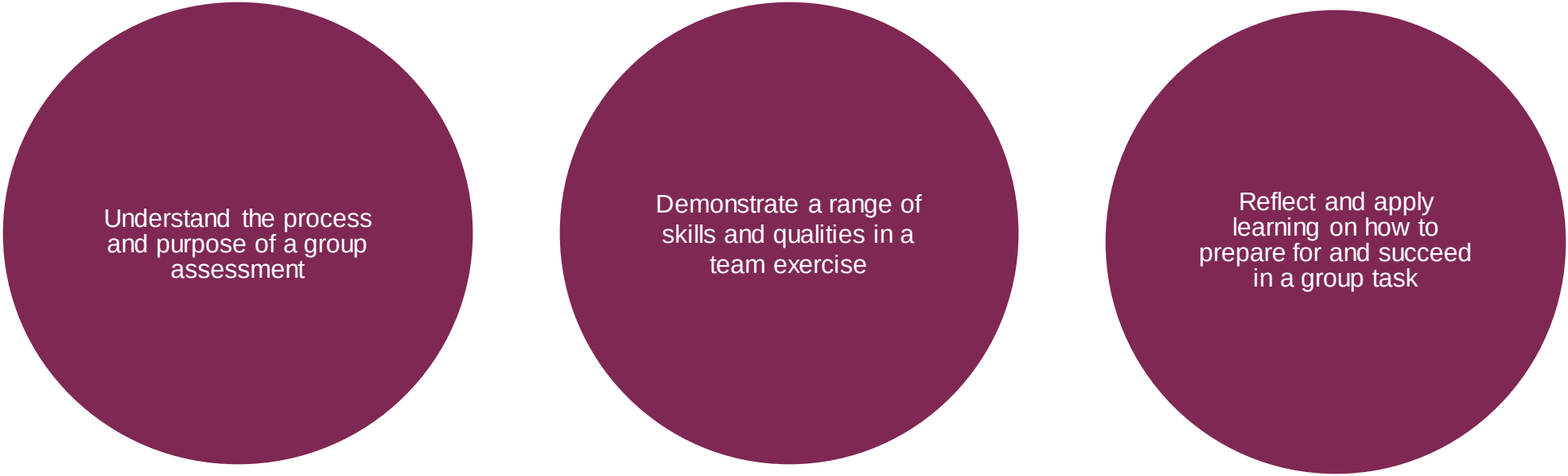
Time and date

Location

01

Preparing for a group assessment

Learning intentions



Understand the process
and purpose of a group
assessment

Demonstrate a range of
skills and qualities in a
team exercise

Reflect and apply
learning on how to
prepare for and succeed
in a group task

Session 1 recap:

Group activity A

Builders

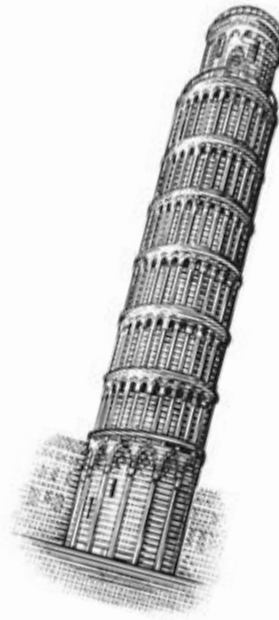
You have 15 mins to build a tall structure.

You must work together in your assigned team and can only use the materials provided.

Your structure must be able to stand on its own without any support.

The tallest structure wins...

Good luck!



Observers

Observe your assigned team and make notes based on the questions and points on your sheet.

TIP:

Effective
TEAMWORK is key
to achieving your
goal

Reflection

Builders

- Do you think the team was successful in completing the task? If so, why?
- What do you think led to your group's success in completing the task?
- What do you think you would do differently next time?
- What was your individual contribution to the task?
- How do you think other team members would describe you?
- What challenges did the group face in achieving success?

Observers

What constructive feedback can you give to the group?

- How have they worked together as a team?
- Who and what stood out to you and why?
- How did they communicate with one another?
- What skills did you notice being demonstrated?

Group assessments

Group assessments are a great way to get to know a lot of candidates at once. Group activities allow observers to see how candidates interact with each other (i.e. how well someone works with others and what role they play), and what qualities and skills someone possesses.

It is not necessarily about completing or winning the task, it is about what you do and how you come across during the task. How do you cope under pressure and react to setbacks along the way? How do you work with others towards a shared goal? What skills are you demonstrating, such as communication, problem-solving, leadership, motivating and encouraging? Think about your skill set and what you want to demonstrate to those observing.

- Leadership – start by saying ‘is everyone happy to read the instruction and then share ideas about how we can achieve this goal together?’ Or suggest how to assign tasks to each other.
- Problem-solver – if everyone is talking at once, suggest that only the person holding the pen can speak so that everyone gets a chance to provide input. “I think what we have done so far is great, but perhaps this approach might work – what do you think?”
- Motivating and encouraging – “We’re doing great, we’ve got this!” If someone is not participating, give them a role. Compliment others on their ideas and input at the end. Be positive.
- Organised and good time management – “I’m mindful that we only have 15 mins left and we are yet to start constructing, so perhaps we should take a vote on the course of action”. Active listener – nodding and giving positive feedback – “That’s a very good point”.

Encourage others – this is about how you work as a team, which means supporting and listening to others. NOT just who is the loudest and speaks the most. Displaying leadership is not shouting over others. The worst thing to be in a group activity is too loud or too quiet.

Do not be silent, even if this is your natural tendency – push yourself out of your comfort zone and have a voice. You can do this!

Group activity B

Islanders

You have been stranded on an island and have managed to salvage the items listed on your sheet. As a group you must rate the items from least to most useful.

You must be able to explain your reasons for choosing these items as a collective.

Good luck!



Observers

Observe your assigned team and make notes based on the questions and points on your sheet.

Reflection

Islanders

- Do you think the team was successful in completing the task? If so, why?
- What do you think led to your group's success in completing the task?
- What do you think you would do differently next time?
- What was your individual contribution to the task?
- How do you think other team members would describe you?
- What challenges did the group face in achieving success?

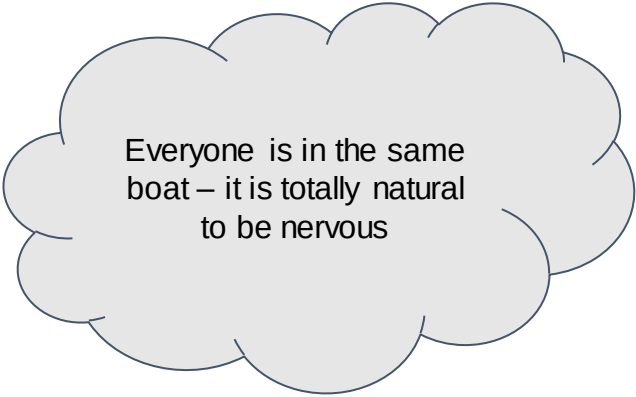
Observers

What constructive feedback can you give to the group?

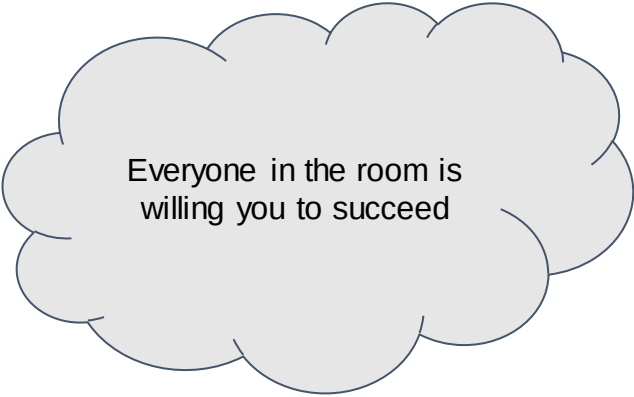
- How have they worked together as a team?
- Who and what stood out to you and why?
- How did they communicate with one another?
- What skills did you notice being demonstrated?

Top tips to ace your assessment day!

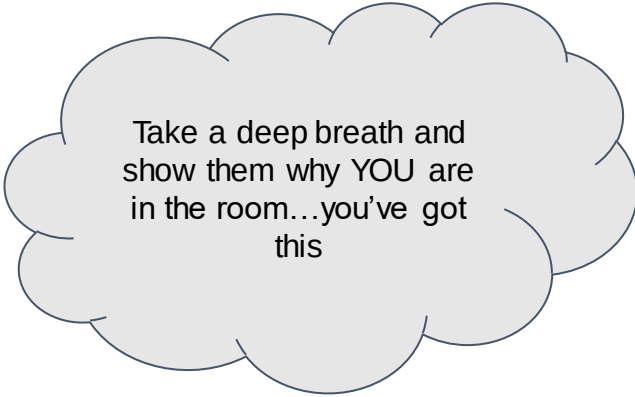
- BE EARLY! Not only does it show you are punctual, organised and keen, it gives you an opportunity to meet and chat to people beforehand.
- Even when you are “off duty” during the assessment (i.e. break times), you are still being observed, so be the you want them to see – keep interactions friendly and polite, use appropriate language and be present and interested.
- Make sure you know exactly what you’re required to do. Don’t be afraid to ask questions.
- Thank the assessors for their time at the end of the day.
- Prep, prep and prep some more! Check out the interview prep checklist on the last slide for more advice.
- Don’t be intimidated. All the other candidates will be nervous too. You’re all in the same boat and the observers want you to succeed and be matched with the best opportunity for you!
- Be yourself. Let your personality shine through so that the people observing can see all your wonderful skills and qualities.



Everyone is in the same
boat – it is totally natural
to be nervous

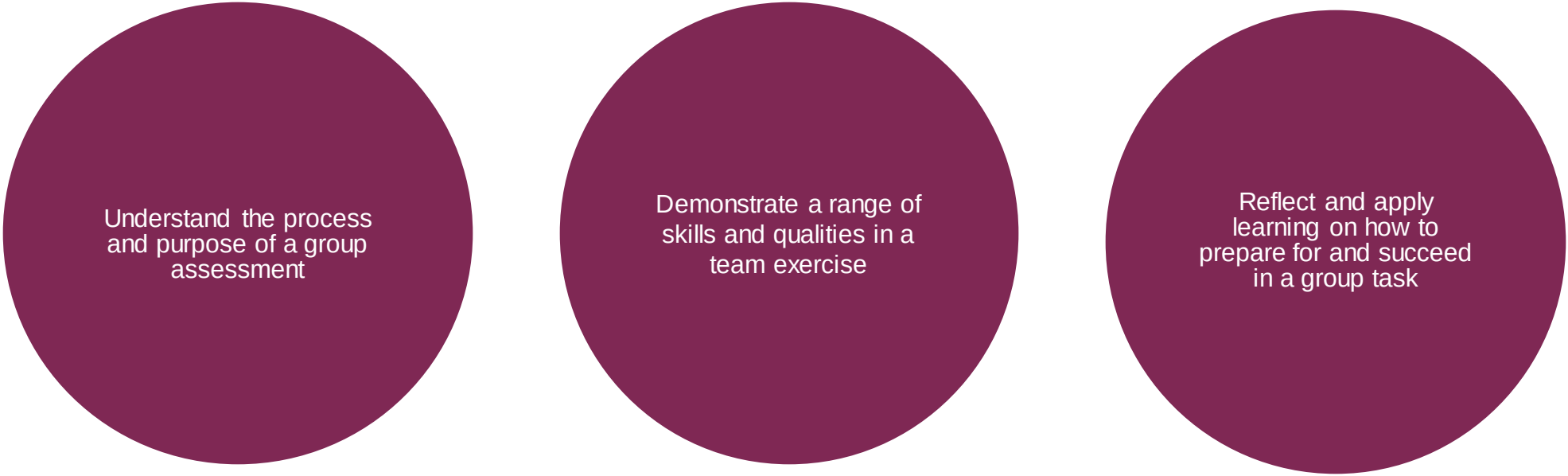


Everyone in the room is
willing you to succeed



Take a deep breath and
show them why **YOU** are
in the room...you've got
this

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