

## Grade Assessment Competence Scheme

This zip folder contains all the files that you need to complete your grade assessment. If you haven't already then unzip this folder to access the files.

The files are arranged into sub folders as illustrated below.

The sub folder are numbered to match the upload areas on your Grade Assessment on MTCS Online.

-  1 - Assessment Plans and Feedback Forms
-  2 - Performance Criteria completed over at least three activities
-  3 - Underpinning knowledge documents
-  4 - Assessor sign off form & Record of Witness Form

You may use these folders to store evidence as you work through your assessment. If you store the files using this folder structure, this will make the process of submitting your evidence for verification much easier.