

Pass and Distinction criteria for the Portfolio.

Note this is take from the assessment document

[https://www.instituteforapprenticeships.org/media/5329/st0949\\_application-support-lead\\_l4\\_ap-for-publication\\_20210818.pdf](https://www.instituteforapprenticeships.org/media/5329/st0949_application-support-lead_l4_ap-for-publication_20210818.pdf) which i have sent you before

Note there are 3 pages below corresponding to the 3 sections to be covered in the portfolio Data, Comms and Testing.

KSBs	Pass	Distinction
<b>Theme - Handling and analysing data.</b> (K3, K7, S1, S3, S8)	<p>Describe the organisational data and information security standards, policies and procedures relevant to data management activities and how they use data systems securely to meet requirements in line with organisational procedures and legislation, including principles of Privacy by Design K3, S1</p> <p>Evaluates the impact on user experience and domain context on data analysis S3</p>	<p>Critically evaluates the approach they have taken to information security within their work and outlines ways in which they have improved their approach K3, S1</p>
	<p>Explains the different approaches available to the use of data tools and methods for data analysis and how they select and apply appropriate data tools to deliver application support outcomes K7, S8</p>	

KSBs	Pass	Distinction
<b>Theme - Communication and Collaboration</b> <b>(K12, K19, K20, S4, S5, B4)</b>	<p>Evaluates remote working and collaborative platforms and tools used by their organisation and reviews how well their approach to collaborative work reflects the ethical codes/standards of the profession and inclusion and diversity policies of the organisation K12, B4</p> <p>Reviews the roles within a multidisciplinary team and the interfaces with other areas of an organisation K19</p> <p>Explain their awareness of how their role fits into their stakeholders' wider technology environment K20</p> <p>Identifies and applies methods of communication with stakeholders, selecting technical and/or non-technical language in reflection of the audience to inform progress and /or escalation S4</p> <p>Reviews service delivery to analyse their degree of customer focus and whether it was underpinned by active listening S5</p>	<p>Appraises their organisations use of collaborative platforms and tools and any impacts on continuity of understanding to create robust audit trails K12, S4</p>

KSBs	Pass	Distinction
Testing (K15, S11, B3, B7)	<p>Evaluates the principles of testing methods and the relevance of documented records K15</p> <p>Explain how they apply specific industry standards, where appropriate, related to software testing and establishes an approach to work tasks which follows the guidelines on secure working and the ethical codes of conduct for the sector/organisation S11, B3</p> <p>Assumes responsibility for their personal development and shares expertise gained to build the capability of colleagues within their team B7</p>	