

**Competency Based Training & Assessment, Level-4, NSDA All CBLM short Question  
CBLM-(Work Effectively within Bangladesh TVET sector)**

1. What are the Main features of the National Skills Development Policy? Page-11
2. What are the Main agenda of the National Skills Development Policy? Page-11
3. What are the Main issues of the National Skills Development Policy? Page-11
4. What are the Main agenda of the NSDA in 2023?
5. What is BNQF?
6. How many levels does it have?
7. Describe the BNQF level and their Job Classification?
8. What is the BNQF level a person needs to attain to become a skilled worker?
9. What is the reason of having pre-voc 1 and pre-voc 2 in the framework? Page-10
10. What is Competency? Page- 12
11. Write down the key features of competency? Page- 12
12. What is the difference between Competency and skills? Page-12
13. Write the Name of 4 Dimensions of Competency? page- 13
14. Write the 4 Dimensions of Competency of your own occupation and give one example of job Tasks? Page- 14
15. Write some demanding occupation from different sector?
16. What is includes in ICS? Page-14
17. Write down the Different Components of an ICS? Page-15
18. What is task Analysis?
19. Write some of points that a trainer needs to consider when carrying out a task analysis?
20. Which information will be included in CD? Page-24
21. How does a curriculum document differ from industry competency standards? Page-25
22. What is the relationship between learning outcomes and elements? Page- 26
23. What is the relationship between assessment criteria and performance criteria? Page- 27
24. What are the major objectives of the quality assurance framework? Page- 28
25. What is STP? Write the Benefits of STP? Page-29
26. Write down the eight essential components of Apprenticeship Training? Page- 30
27. What is RPL? What are evidences for RPL? Page- 32
28. What is workplace issues a teacher needs to maintain to work efficiently? Page- 41
29. What is Employability Skills? What are the industry requirements for Employability Skill? Page- 42
30. What are the Client focus approaches of TVET teachers? Page-48
31. Who are the Clients in TWET institute? Page- 48
32. What is the Teachers roles and requirements in TVET sector? Page- 51
33. Discuss any five pre-training and in-training supports by a TVET teacher to his clients? Page-52

**CBLM (Apply OSH Practice in a CBT & A Environment)**

1. What is workplace hazards? Page-7
2. What is hazards? Page-8
3. Write down the sources of hazards identification? Page-8
4. Occupational health and safety already is a legal requirement in Bangladesh? Page-17
5. Write down the steps of hierarchy of risk control from bottom to top/top to bottom? Page-17
6. Write down the 3 responsibilities of an employer/supervisor/you in terms of safety? Page-12-14
7. Who is responsible person for reporting in an institute? Page-17
8. Why so many young workers are getting hurt? Page-12
9. Describe the types of hazards with two example? Page-21
10. Write down the steps of hazards control? Page-29
11. What is PPE? Page-39
12. What conditions must have in PPE? Page-40
13. Write down the emergency equipment for emergency procedure? Page-41
14. Write down the emergency plan of a work place? Page-41
15. What is reporting procedure? Page-42

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## **CBLM-(Promote inclusive learning in a CBT& A Environment)**

1. What is Inclusivity? Why practice inclusivity? Page-6
2. What do you understand by Client with Particular needs? Page- 7
3. How do you deal with learners with low literacy or numeracy? Page
4. What are features of inclusive learning environment? Page- 6
5. What support will you provide for special need? Page- 7
6. Write down 05 particular need with potential issues? Page-8
7. What are the principles that underpin inclusivity? Page- 10
8. How can you enhance equity within a training or assessment organization? Page-13
9. Which support persons may you seek assistance from in implementing an inclusive learning environment? Page
10. What's the verbal and body language? Page-14
11. What is ground rules and what is negotiated ground rules could include? Page- 15
12. What are the Ground rules for participation and behavior?
13. What is reviewing strategies and policies to support inclusivity? Page-25
14. What is reviewing strategies and policies to support inclusivity? Page-27
15. How will you ensure that your training is inclusive of all learners?

### **CBLM-(Use Information Technology (IT) TO SUPPORT LEARNING)**

1. Name five software those are used in a computer. ANS: MS Word, MS Excel, Chrome, Opera Mini, Email.
2. What is the difference between application software and system software? ANS: System software provides a platform for other software to run, while application software performs specific tasks for the user
3. What is the keyboard shortcut command used to copy a file or folder? ANS: Ctrl + C.
4. What type of software MS word is? ANS: Application Software.
5. Where does libre office used? ANS: Tens of millions of people around the world use LibreOffice every day, in homes, businesses, charities and government departments.
6. Write down the name of three word processors? ANS: Open Office Writer, Word Perfect and Google Drive Document.
7. Where will you find the page setting options? ANS: MS Word> Page layout
8. Under which menu the font setting options are listed? ANS: Home Tab
9. Where do the formatting styles stay? ANS: Home Tab
10. Where does the table utilization menu stay? ANS: Insert
11. On which menu do the options "Find", "Replace" listed? ANS: Home Tab
12. What is the keyboard combination for "Find"? ANS: Ctrl + F
13. Which file format is used in PowerPoint? ANS: .ppt / .pptx
14. How will you add a picture in your document? ANS: Open Word > Click Insert Menu > Select a Picture > Click insert.
15. How to print a presentation in handout format Write down the procedures? ANS: Open MS PP > Click File > Click print > Select Hand out print Layout > Click print.
16. If you need to format a paragraph onto left, what do you need to do? ANS: Open MS Word > Select the Paragraph > Click left Align.

### **CBLM (Maintain and Enhance Professional Practice)**

1. How do you model professional techniques and strategies? Page-10
2. What are the steps of modelling? Page- 11
3. What are the aspects you may consider to analyses your institutional goal and objectives? Page16
4. List 5 organizational/legal requirements for training institute? Page-16
5. What is Smart goals? Page-25
6. How will you assess your current skills and determine the skills you may need to develop? Page34
7. What are the sources of getting feedback on your performance? Page-34
8. What are the developments and trends that can impact on professional practice? Page-34
9. Who can approve your personal development plan? Page-34
10. How do you develop a professional Development Plan? Page-34
11. What are the development opportunities that support continuous learning? Page-44
12. What are the some ways to professional development ?page-44
13. Is there any association for TVET professionals in Bangladesh? Page-44

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### **CBLM (Maintain and Enhance Technical Competency)**

1. What is Underpinning Skill and Knowledge? Page-8
2. What is knowledge and skill gap? Page-8
3. How to identify Knowledge/Skill/Competency Gap? Page-8
4. What criteria need to meet for appropriate learning outcome?
5. What is Evidence?page-11
6. How can you classify evidence required for competency? Page-12
7. What are the main sources of Competency standards Document? Page-20
8. What are the 2 strategies for technical Competency enhancement? Page-20
9. Who will authorize the technical competency enhancement plan? Page-20
10. What will be the learning strategy to learn new technology or industry demand? Page-20
11. How can you classify evidence required for competency? Page-20

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### **CBLM-(Maintain Training Equipment and facility)**

1. What do you mean by 5s of housekeeping?
2. What simple rules can be applied so that all trainees can work safely and confidently? Page-9
3. What contents should be included in the first aid kit? Page-9
4. Why is it necessary to adequate and appropriate storage space to storage for dangerous materials?page-10
5. What is student-centered learning? Page-12
6. What are the factors to consider in a laying out a shop/ workplace? Page-20
7. What is planning? Page-31 8. What are the ultimate goals of the maintenance department? Page-31
9. What is periodic maintenance? Page-31
10. What housekeeping covers? Page-31
11. What salvage would involves? Page-31
12. What is maintenance? Describe the types of maintenance?Page-36
13. Define Quality Management? Page-41
14. Why maintain equipment? Page-41

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### **CBLM-(Design and Modify CBT learning materials and resources)**

1. What types of things are provided in CD? Page-7
2. What is learning materials? Why we use learning materials?page-7
3. What is adult learning? Write down the principal of adult learning? Page- 8
4. What involvement in developing curriculum documents or industry competency standards do you think you will have? Page-10
5. What is the relationship between assessment criteria and performance criteria? Page-10
6. What is Pilot testing? Page-15
7. What is operation resource? Give example.page-16
8. What is consumable resource? Give example. Page- 16
9. What is case study used for? Page-20
10. What is mind Map? Page-21
11. What is Mnemonic Aids? Page-22
12. What is CBLM? Page-27
13. What are the major part of CBLM? Page-27
14. What is the reason of CBLM? Page-27
15. What is job sheet and specification sheet? Page-27
16. Write down the characteristics of a good information sheet? Page-28
17. Why important under pinning knowledge? Page-28
18. How can I identify under pinning knowledge? Page-28
19. What is must know, should know, and could know? Page-29
20. Write down the 9 steps that can assist you in your writing? Page-35



## **CBLM-(Organise Competency Based Training Session)**

1. Who is the TVET learner? Page- 7
2. Write down the different components of CS? Page- 14-15
3. How do you identify the current competencies of your trainee? Page-24
4. How can you determine the training requirements of a specific target group of trainees? Page-24
5. Write down at least three different persons/ officers who can validate your trainees training requirements? Page-24
6. What is the difference between competency standard and curriculum documents? Page-25
7. What should be include a delivery plan? Page-30
8. What is training session? Why planning training session? Page- 31
9. Write the session outcome /learning outcome components? Page-31
10. Write down the 3 session outcome criteria? Page-32
11. Why do you need a session plan? Page-46
12. Write the steps to follow in preparing a session plan? Page- 33
13. What needs to be in the session review? Page- 37
14. Robert Gagne's nine steps of developing materials? Page-38
15. Name 3 training methods. Identify the difference between coaching and mentoring? Page46
16. What are the 8 steps in designing an effective session plan? Page-46
17. Why do you need to provide links in learning session? Page-46
18. Why do we need to provide links in learning sessions? Page-39
19. What are resources you need to consider during planning? Page-65
20. What should you look for when checking existing resources? Page-65
21. What are the things you need to consider while selecting a training venue? Page-65

### **CBLM-(Deliver Competency Based Training)**

1. Write down some teaching and learning resources? Page-8
2. List the facilities you need to ensure in your CBT Shop? Page-22
3. What factors should be considered when preparing a CBT shop layout? page-22
4. List the name of 10 training resources use in CBT class room? Page-22
5. Why is it important to prepare learners for learning?
6. Describe GLOSS model? Page-28
7. What are the reason for using icebreaker? Page-28
8. What are the basic principles of effective learning? Page-31
9. Describe VARK learning style? Page-32
10. Describe the learning domain? Page-33
11. How do you define competency based training program? Page-34
12. Differences between CBT and traditional program? Page-34
13. What are the roles a component TVET trainer should be perform? Page-37
14. What are things TVET trainer should to avoid? Page-38
15. Write Down the steps of Demonstration? Page- 42
16. What types of Questions should be avoid? page-44
17. Why do I need to provide variety in the way you deliver your learning session? Page-44
18. Describe the SOLVER? Page-47
19. How can you establish and maintain a positive learning environment? Page-50
20. Why should you establish guidelines for learner behavior? Page-50
21. How do you provide enough practice opportunities to the learners? Page-54
22. Write 5 characteristics of effective feedback? Page-57
23. How do you determine that leaners are ready for assessment? Page-59
24. What do you understand by "feedback sandwich?" page-65
25. How can you learn and develop from session evaluation? Page- 73

## **CBLM-(Design Competency Based Assessment)**

1. What is Assessment? Page-7
2. What are the characteristics of CBA? Page- 7
3. What is the purpose of assessment? Page-8
4. What steps should be follow for design CBA? Page-7
5. What are the principle of CBA? Page-10
6. Write down the types of Assessment? Page-14
7. Diagram of Holistic Assessment Design? Page-15
8. What is the benchmarks of Assessment of CBA? Page-17
9. What considerations for workplace assessment? Page-19
10. What is evidence in the context of CBA? Page-20
11. What is Evidence guide? Page-20
12. What are the form of Evidence? Page-21
13. What are the rules of Evidence? Page- 22
14. 25 page Self check( Determine the focus of Assessment)
15. What is Assessment methods? Page-31
16. Write the methods of Formative Assessment? Page-34
17. Write the methods of Summative Assessment? Page-35
18. Write 5 Assessment Method and their Evidence Gathering Tool? Page-36
19. What are the roles and responsibilities of an Assessment designer?
20. What is Assessment plan? Who develop it? Page- 45
21. What are the stages of preparing an assessment plan? Page-45
22. Write the Characteristic of an effective assessment plan? Page-45
23. What do you understand by assessment matrix? Page-51
24. What is reviewing Assessment Plan? Page-51
25. Write 3 methods of Evidence gathering Tools? Page-52
26. What are the purpose of Evidence gathering tools? Page-52
27. How to selecting relevant assessment methods? Page-52
28. Name 3 assessment instrument that you may use? Page-72
29. Give an example of a contingency question? Page-71
30. What do you explain third party report? Page- 72

## **CBLM-(Organise and conduct Competency Based Assessment)**

1. Write the series of steps that Trainees/ Candidates in order to confirm of Organize and conduct Competency Based Assessment)
2. What is the context of Assessment? Page-9
3. How to prepare candidates for an Assessment Event? Page-10
4. What are the supportive environment for Assessment? Page- 10
5. How a candidates can be informed?
6. What is Reasonable Adjustment? Why use reasonable Adjustment in CBT&A? page-10
7. Write two categories and possible issues of reasonable adjustment? page-12
8. Who must and may involve in assessment process? page-13
9. What are the organizational legal and ethical requirement? page-14
10. What is reason of stop assessment? page-15
11. What is evidence gather? page-17
12. What are methods of gathering assessment? page-17
13. Write down some evidence gathering tools? page-17
14. What are the purpose of evidence gathering tools? page-18
15. What are the error commonly made by assessor? page-18
16. What is the rules of evidence? page-20
17. How can an assessor make assessment decision? page-21
18. How would you provide feedback to a candidate, when and why? page-23
19. What are the benefits on providing feedback on assessment performance? page-25
20. Why reporting and recording are important in assessment? page-26
21. What are the features of a good assessment record? page-26
22. What are the rule of assessor in recording and reporting assessment process? page-27
23. How could you improve the review process? page-23
24. How would you determine if the evidence collected is valid? page-38
25. How would you determine if the evidence collected is current? page-38
26. Outline the stages of a review cycle? page-41