

Getting ready for the Role Simulation in the End-point Assessment

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GETTING READY FOR THE ROLE SIMULATION IN THE END-POINT ASSESSMENT

WHAT IS THE ROLE SIMULATION?

The Role Simulation is one of two assessment components that make up your end-point assessment. The other assessment component is your Portfolio of Evidence. You will need to pass **both** components.

The Role Simulation will be made up of assessment tasks based on pre-seen information about a fictitious organisation and a small amount of additional material (typically one page of writing) given on the day about the same fictitious organisation. You will be given the assessment tasks at the start of your assessment, along with the additional information about the fictitious organisation.

The ATT creates and marks your Role Simulation.

HOW WILL I KNOW I AM READY FOR THE ROLE SIMULATION ASSESSMENT?

At this point:

- You will have successfully completed the on-programme part of the apprenticeship
- The last progress review of your work on-programme and your training log will show you are ready for end-point assessment
- You will have been signed off as provisionally competent by your employer and training provider

Having met all the above conditions, you will need to successfully complete the Role Simulation.

HOW WILL THE ROLE SIMULATION WORK?

Prior to sitting the Role Simulation, you will be given access to pre-seen information. The materials will contain basic information like emails, memos or other business communications on the organisation's plans, issues or challenges, or excerpts from a set of the organisation's most recent accounts.

As the information will be released around four weeks before the Role Simulation, you will have time to look through and digest it and also to discuss it with colleagues. The training providers will be running courses ahead of the Simulation and they will have received the pre-seen information in advance. On the day of the Role Simulation, you will be given more information and then asked to complete a series of short assessment tasks under controlled conditions.

You may find that the additional information you are given might not be what you are expecting to see. This is because some assessment tasks will test your ability to adapt and respond to the challenges given

What are controlled conditions?

Completing your Role Simulation under controlled conditions means that you will be undertaking the assessment tasks in an approved assessment centre within an invigilated environment, and you will have two and a half hours to complete the assessment tasks. So, the set assessment tasks, place, time and invigilation are the controlled conditions, just like the on-programme ATT examinations.

However, unlike the ATT examinations, you will be able to bring in paperwork that you think will help you on the day, such as your ATT course manuals. You **must** bring your copy of the Law and Professional Responsibilities & Ethics manuals with you.

WHAT WILL THE ASSESSMENT TASKS IN THE ROLE SIMULATION BE LIKE?

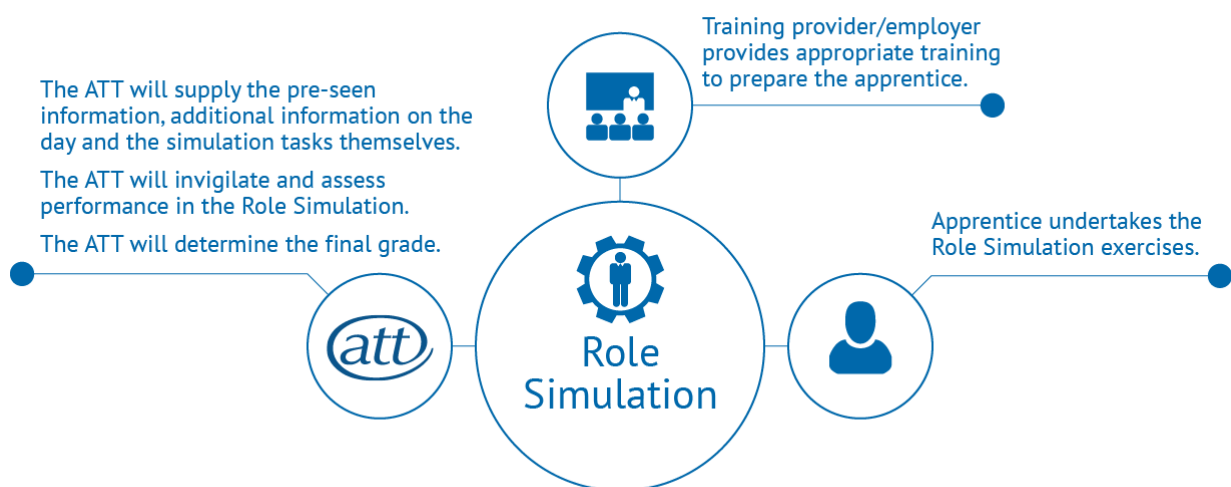
The tasks will be a mix of written and objective tests and will be designed to ensure you fully analyse the information given to you as pre-seen material, as well as the extra information given to you on the day. They will test your ability to analyse and respond to issues faced by an organisation around a tax scenario.

The Role Simulation is designed to be a synoptic assessment. This means it is designed to cover the breadth of knowledge, skills and behaviours detailed in the Apprenticeship standard. The synoptic assessment is designed to test your ability to draw together a range of skills, different knowledge and behaviours to respond to a challenge. The aim is to be like real-life problem solving. Each of these tasks will be designed to assess your ability to apply your application of skills and behaviours from a minimum of three Skills and/or Behaviour areas set out in the Standard, together with a minimum of three Knowledge areas.

HOW WILL THE ROLE SIMULATION BE MARKED?

The Role Simulation assessment tasks will be marked by the ATT. The pass mark is 70%. If you achieve 90% or more on the Role Simulation you will be awarded a 'Distinction' grade.

Summary of roles and responsibilities



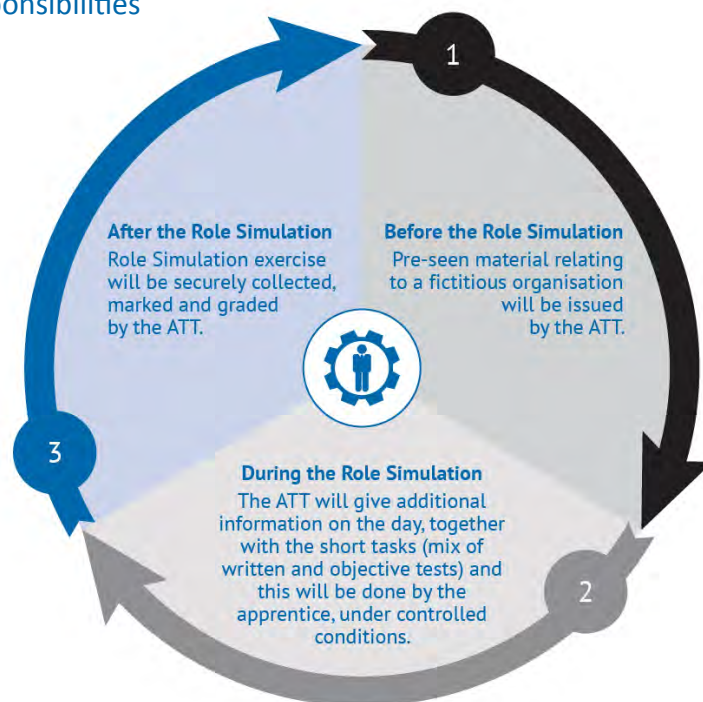
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CAN I RE-TAKE THE ROLE SIMULATION?

Yes! However, you need to re-take the Role Simulation within the following 12 months otherwise you will have to re-submit your Portfolio of Evidence, as well as re-take the Role Simulation.

The ATT will initially offer the Role Simulation three times a year in March, September and December. This will be in London and other venues across England, which are likely to be Bristol, Birmingham, Leeds and Manchester. Entry will be via the ATT website.

Summary of roles and responsibilities



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