

Competency Based Training (CBT)

Introduction and Definitions

v.2 Designed by
Mike Keating 27-02-2012

Competency Based Training (CBT)

- Competency Based Training is training that is designed to allow a learner to demonstrate their ability to do something.
- This may be to make a coffee, create a brochure, lead a tour or deal with a difficult customer.

Competency Based Training (CBT)

- The key thing about CBT is that you either can or can not (yet) do the thing that you are learning about.
- Learners are not expected to perform tasks better than others, or in competition to others. For example, there are no “extra points” for extra effort or performance.

Competency Based Training (CBT)

- Learners simply have to demonstrate they can do a task, activity or exercise well enough to be assessed as “competent”.
- In other words, they must be successful at the task they are given to complete that unit of work.

Question

Is it fair to make a "judgement" of a persons ability to do something without "assessing" their ability, performance or attempt?"

Answer: No!

We need to make an **OBJECTIVE** decision based on our observations of the persons efforts to demonstrate competency.....

Rubrics

One way to do this is to create a RUBRIC that has a set of criteria that the person (learner) can use to prepare for their performance AND allows the observer to make that judgement of ability, skills or knowledge based on OBSERVED evidence.

One of the easiest methods is a simple PASS/FAIL rubric and criteria.

Pass/Fail Marking Rubric for "Catching the Ball"

Can Mike Catch the Ball?	No	Yes
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More Questions....

- But what if we only observed them attempt the task once?
- Is it fair to have ONE OBSERVATION to assess their ability?
- What is the alternative?

Answer: No!

We need to allow them several attempts to complete the activity and to make sure they can repeat their performance several times. For example, they may have "fluked" a good performance the first time and never be able to replicate it again.....OR, they may have been nervous and not able to complete the task the first time or to the standard they usually achieve...

Solution....?

The best method is a multi component marking rubric.

Designed to isolate the components of a process or procedure and allow for deeper analysis of the observed action...

Marking rubric for "Catching the Ball"

Criteria	(please carefully consider the responses you were given use these criteria)	Rate the Response					
		No Attempt	Poor	OK	Good	Very Good	Excellent
One	eyes open and on the target	0	1	2	3	4	5
Two	Hand extended, fingers wide	0	1	2	3	4	5
Three	Hands tracked ball to impact point	0	1	2	3	4	5
four	Impact point well judged	0	1	2	3	4	5
Five	Exerted solid pressure to capture ball in hands	0	1	2	3	4	5

CBT at BIITE

- At BIITE we are using CBT training and you will be asked to demonstrate your competence at the tasks we set for you.
- Each task should have been studied or attempted in class or on the job site first and you should be given fair notice that the assessment task will be conducted.

Units of Competency

- Your course contains an amount of “units”.
- Each unit is an area of work relevant to your industry and has been identified by BIITE as being worth studying, to help you improve your skills, knowledge and understanding of the industry.

Assessment

- Each unit contains its own assessment items.
- Each assessment item is giving you the chance to demonstrate your competency in a particular way.
- No two assessments will be the same in terms of their content, although sometimes they may be linked to other assessment items.

Assessment (continued)

- Once you have completed all assessment items for a unit successfully, you will be recorded as being “competent” for that unit.
- You are never asked to demonstrate competency again for that unit.
- You must be assessed as competent for all units to attain your certificate....

Question

- What happens if you attempt an assessment item and are not able to perform it satisfactorily, or to the level that was expected, or you do not even actually try to attempt the assessment item?
- Have you failed? Are you asked to leave?

Assessment “Not yet competent”

- If you attempt an assessment item and do not manage to reach the level that is expected, you will be assessed as “not yet competent” or NYC.
- You would be given another opportunity to complete the assessment task and to demonstrate you are competent....

Assessment “Not yet competent”

- Your trainer should speak to you privately and give you feedback to assist you in where you went wrong, or in what you forgot to do, or on why you should have done things in a different way.
- Sometimes you do not even need to attempt the whole assessment item again, perhaps only a small component.

NYC Example.

- * You are asked to make a café latte for a customer. This involves five components.
 1. Grind the beans
 2. Froth the milk
 3. Express the coffee
 4. Combine coffee and milk in cup
 5. Present to customer

NYC Example.

- Now lets say you completed steps 1 to 4 correctly, but spilled the coffee in the customers lap as you presented it to their table!!!
- You were not really competent for the whole task, however you were close!
- Your trainer might ask you to do the whole thing again or just the delivery of the coffee...

Clustered Assessments

- For some of your units, you will be participating in “clustered assessments”
- This is where you will be studying several units at once.

Assessment Examples

Type of assessment item	Example from your course
Practical demonstration	
Indirect demonstration	
Products	
Workplace documents	
Questions - written and oral	
Assignments	
Third party reports	
Self-assessment	
Simulation	
Portfolios	

Any Questions?