IQM3001

LEVEL 3 · CONTROLLED STAFF DOCUMENT

INTO QUALIFICATIONS

English for Academic Purposes

Assessment 2: Speaking Assessment SPA

STAFF ONLY · Examiner instructions

Duration
30 minutes per group of four

Total marks
50

Assessment window
Sample 2026

Assessment set
Set S of 2026

Audience
Examiner only

Release timing
exam release

Before the assessment

- Confirm that candidates received the controlled brief, source pack and candidate rubric at the agreed preparation start.
- Allocate source sections/aspects and record the group membership and assessment set.
- Ensure candidates understand that each individual presentation is 2-3 minutes and the complete group assessment is approximately 30 minutes.

Conduct

- Invite each candidate to present their assigned aspect.
- Open and moderate the seminar without dominating it; use approved follow-up prompts only where needed.
- Give every candidate a fair opportunity to demonstrate presentation, interaction and listening skills.
- Do not coach, correct or supply assessment content during the performance.

Approved follow-up prompts

Use only these prompts if needed: (1) Which part of the source supports that proposal? (2) What could be a drawback, and how would you reduce it? (3) How would the proposal affect another aspect? (4) Can you build on or challenge the previous speaker's point? (5) What would you check during the six-week pilot? Do not introduce outside facts or coach candidates toward an answer. Recording is mandatory for this sample; record the full assessment and reference it on the mark-record form.

Staff facilitation and timing

Timing: allow 2 minutes for the introduction, 12 minutes for four individual presentations (2–3 minutes each), and 16 minutes for the moderated seminar. This totals 30 minutes. Full assessment recording is mandatory for this sample; record the complete session and reference it on the mark-record form.

Allocation and fairness

Before starting, confirm each candidate has one distinct aspect and the same common source. Invite balanced turn-taking. Use a prompt only to open, clarify or extend a discussion; do not supply content, paraphrase an answer for a candidate, or correct language during performance. Presentation notes, scripts and slides are not permitted in performance. Candidates may use the authorised common source only.

Marking

- Apply the controlled speaking rubric to each candidate independently.
- Award /25 for individual presentation and language control and /25 for participation, interaction and listening. Apply the published interaction descriptors, including vocabulary, grammar, pronunciation, intonation and stress, to the discussion evidence.
- Record evidence and the total /50 on the separate mark-record form.