



THE FIVE-AREA AUDIT FRAMEWORK

BRITISH INSTITUTE OF ASSESSMENT PROFESSIONALS

Follow the assessment journey — test the quality behind each entry

1

ASSESSMENT PLANS

- Realistic dates and clear methods identified?
- Learner involvement and agreed expectations shown?
- Planned methods specific to task, not generic labels?

2

EVIDENCE MAPPING

- Evidence clearly linked to specific criteria?
- Range of methods appropriate to the qualification?
- Authenticity and learner ownership confirmed?

3

ASSESSMENT DECISIONS

- Rationale recorded — not just "criteria met"?
- Currency, sufficiency, authenticity and relevance tested?
- Neither over- nor under-assessment present?

4

FEEDBACK AND PROGRESS

- Feedback links to criteria with specific next steps?
- Timely delivery — follow-up on completed actions?
- Learner engagement maintained throughout?

5

DOCUMENT CONTROL

- Authentication, dates and signatures present?
- Reasonable adjustment records clear and valid?
- Audit trail supports external quality review?

A completed box does not prove sound assessment.

Examine the quality behind each entry.

