



# TRAIN THE TRAINER PROGRAMME

## Develop and Conduct Assessment

### About This Course

This module is designed to provide participants with knowledge on assessment and skills to construct test items to assess learners' achievement in theoretical knowledge and practical skills. It is directed, in particular, towards in-company trainers who are or will be involved in setting test papers leading to ITE certificates as well as for in-house tests.

### Who Should Attend

Supervisors, coaches and trainers who are tasked to develop and construct assessments.

### Admission Guidelines

Course participants should:

- Be able to communicate with others effectively in English
- Be able to listen, speak, read and write English proficiently in a clear and confident manner
- Be keen to facilitate learning and assess adult learners through the design, reflection and continuous improvement of learning activities in an array of learning settings such as classroom, workplace and blended learning contexts.
- Possess appropriate level subject matter specialisation and industry experience, relevant for the design, facilitation and assessment of learning
- Possess basic information and communication technology (ICT) skills, eg skilled in Microsoft Word, Microsoft PowerPoint, etc
- Be able to source and analyse relevant materials from the workplace, library, internet or online databases for design and development of learning resources

### What You'll Learn

- Formulate assessment scheme
- Develop theory assessment specifications
- Develop theory test paper
- Perform item analysis
- Design practical assessment specifications
- Construct practical test paper
- Conduct assessment of learners

### Assessment

- Assessment via in-course assignments (***Participants are required to sit for a 1 hour written test and submit all assignments on the last day of course.***)

Participants are to bring along a laptop for the preparation of course assignments.



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## Certification (e-Certificate)

Participants will be awarded with the module certificate based on the completion of the module and attaining a pass in assessment.

## Course Details

Duration: 21 hours (3 days), 9.00 am to 5.30 pm

Mode of Training: Classroom

## Course Fee

Please refer to our [website](#) for details.

## Fundings - Funding Validity Period: Till 31 Aug 2026

Singapore Citizens (SCs), Singapore Permanent Residents (SPRs) and Long Term Visit Pass Plus (LTVP+) holders are eligible for a funding support of 50% of course fees.

SCs, SPRs and LTVP+ holders who are sponsored by SMEs, or SCs who are eligible for Mid-career Enhanced Subsidy (MCES) enjoy higher funding support at 70% of course fees.

**Course Application – For company sponsorship, please approach your training or HR coordinator to submit the application using Corppass.**

Training Mode	SkillsFuture Course Code	Course Application Link
Classroom	TGS-2020501272	<a href="https://go.gov.sg/itedca">https://go.gov.sg/itedca</a> 