Format for the Evidence Portfolio

Table of Content

5. Volunteer work (Please attaché copies of evidences / appreciation Letters)

6. Record on Work Carried Out / Projects / Assignments

     6.1 Unit 1 (Please here mention Unit Code and Unit Name)
     6.2 Unit 2
     6.3 Unit 3
     6.4 Unit 4
     6.5 Unit 5
    Etc……

Note:

- Please select the relevant National Competency Standard (NCS) of NVQ Level 5 according to your sector
- Please make report and keep records on projects/assignments/ work carried out by you according to the each compulsory units
- If you have any evidences /photographs to show ,attached those under relevant NCS units
- You should follow this content to prepare the evidence portfolio and content page should attach as the first page of the portfolio including relevant page numbers
- You can request relevant NCS from TVEC
- Evidence Portfolio should be certified by a member of the professional organization who has a membership of OPA(Organization of Professional Association)