

Annex. Trainee Assessment Card – Verification of Learning Outcomes with Verification Criteria

Full name:	
Dates of the traineeship abroad:	
Name of the evaluating authority/company:	
Name of assessor:	
Name of the profession:	construction technician

1 – very rarely or not at all 2 – rarely 3 – occasionally 4 – Frequently 5 – always or very often

‘not applicable’ – is not a part of the tasks assigned to the student in the course of the traineeship and is therefore not subject to verification and does not count towards the maximum number of points to be obtained

Unit of learning outcomes: “Health and safety at work”							
Learning outcomes	Verification criteria	Result of verification					
Complies with rules on health and safety at work, fire protection, environmental protection and ergonomics.	uses terminology on health and safety at work, fire protection and environmental protection	1	2	3	4	5	not applicable
	organises work with the required level of protection of health and life against risks in the working environment	1	2	3	4	5	not applicable
	describes fire protection rules	1	2	3	4	5	not applicable
	identifies fire safety information signs	1	2	3	4	5	not applicable
	draws attention to others implement the principles of health and safety at work, fire safety, environmental protection and ergonomics;	1	2	3	4	5	not applicable
	uses personal protective equipment in the exercise of professional tasks	1	2	3	4	5	not applicable
	applies the rules for the organisation of workstations related to the use of equipment	1	2	3	4	5	not applicable
	uses instructions for the use of technical equipment in the performance of professional tasks	1	2	3	4	5	not applicable

Unit of learning outcomes: "Use of design documentation"							
Learning outcomes	Verification criteria	Result of verification					
Handles design documentation, technical specifications for the execution and acceptance of the construction works, standards, catalogues and instructions	distinguishes types of design documentation	1	2	3	4	5	not applicable
	reads and uses the information contained in the design documentation	1	2	3	4	5	not applicable
	reads from the technical specifications for the execution and acceptance of the works and standards information on the requirements	1	2	3	4	5	not applicable
	applies the requirements contained in the technical specifications for the execution and acceptance of works and standards for the performance of professional tasks	1	2	3	4	5	not applicable
Unit of learning outcomes: "Application of the principles of the Bill of Quantities"							
Learning outcomes	Verification criteria	Result of verification					
Applies the rules for carrying out a bill of quantities related to the performance of professional tasks	lays down rules for drawing up a Bill of Quantities	1	2	3	4	5	not applicable
	draws up a Bill of Quantities for the performance of the professional tasks entrusted to it	1	2	3	4	5	not applicable
	calculates the amount of material needed to carry out the work entrusted	1	2	3	4	5	not applicable
Unit of learning outcomes: "Preparation and assembly of reinforcing nets and frames"							
Learning outcomes	Verification criteria	Result of verification					
Selects reinforcing steel, auxiliary materials, tools and equipment needed for reinforcement works	selects reinforcing steel according to design documentation according to its class, grade and diameter	1	2	3	4	5	not applicable
	selects auxiliary materials for the transport, laying and assembly of reinforcing steel	1	2	3	4	5	not applicable
	selects tools and equipment for cleaning, straightening, cutting and bending reinforcing steel and for assembling reinforcing steel into reinforcing meshes and frames	1	2	3	4	5	not applicable
Performs activities related to cleaning and straightening reinforcing bars	chooses the means to clean reinforcing steel depending on the type of contamination	1	2	3	4	5	not applicable
	Cleans reinforcing bars intended for assembly	1	2	3	4	5	not applicable

	applies the straightening rules for reinforcing bars	1	2	3	4	5	not applicable
Performs cutting and bending of reinforcing bars	manually intersects reinforcing rods for assembly	1	2	3	4	5	not applicable
	by machine-use cuts the reinforcing bars intended for assembly	1	2	3	4	5	not applicable
	manually and mechanically reinforcing bars for assembly, manually and mechanically	1	2	3	4	5	not applicable
	applies bending and cutting rules for reinforcing bars	1	2	3	4	5	not applicable
Performs activities related to joining reinforcing bars into meshes and reinforcement skeletons	distinguishes the methods of joining reinforcing bars into nets and reinforcing frames	1	2	3	4	5	not applicable
	arranges reinforcing bars in accordance with the design documentation	1	2	3	4	5	not applicable
	joins the reinforcing bars into meshes and skeletons in accordance with the design documentation	1	2	3	4	5	not applicable
	extends the reinforcing bars in accordance with the design documentation and the standard	1	2	3	4	5	not applicable
Learning outcomes and criteria for verification within the unit "Transport, laying and assembly of reinforcements in formwork and moulds"							
Learning outcomes	Verification criteria	Result of verification					
Selects tools and equipment for assembling weapons in formwork and moulds	selects tools and equipment for assembling reinforcements in formwork and moulds depending on the dimensions and position of the reinforced component	1	2	3	4	5	not applicable
Reinforcing bars, nets and frames in formwork and moulds	specifies the sequence of activities related to the laying of bars, nets and reinforcing frames	1	2	3	4	5	not applicable
	defines and applies the rules for laying reinforcing bars and reinforcing nets and frames in formwork and moulds	1	2	3	4	5	not applicable
Makes combinations of reinforcing bars, reinforcement nets and frames in formwork and moulds	selects materials for joining reinforcing bars, meshes and reinforcement frames	1	2	3	4	5	not applicable
	joins reinforcement rods, meshes, and frame elements in formwork and moulds	1	2	3	4	5	not applicable
	keeps under review the quality of the work of laying and assembling formwork in boardings and moulds	1	2	3	4	5	not applicable

	assesses the conformity of the position of the reinforcement in the formwork and moulds with the design documentation	1	2	3	4	5	not applicable
Unit of learning outcomes: "Preparation of building mortars and concrete mixtures"							
Learning outcomes	Verification criteria	Result of verification					
Makes concrete mixtures and mortars on the basis of recipes	reads from the recipe information on the quantity of components of the concrete mixture and construction mortars	1	2	3	4	5	not applicable
	selects types of binders, aggregates and additives for concrete mixtures and mortars on the basis of recipes	1	2	3	4	5	not applicable
	selects tools and equipment for making concrete mixtures and mortars	1	2	3	4	5	not applicable
	picks commercial water into concrete mixtures and mortars on the basis of recipes	1	2	3	4	5	not applicable
	dispenses the components of concrete mixtures and mortars, on the basis of recipes	1	2	3	4	5	not applicable
	mixes components of concrete mixtures and building mortars	1	2	3	4	5	not applicable
Assesses the quality of the concrete mixtures and mortars they have made	explains the criteria for quality control of the performance of concrete mixtures and mortars	1	2	3	4	5	not applicable
	checks the consistency, binding time and hardening of concrete mixtures and mortars on an ongoing basis	1	2	3	4	5	not applicable
	evaluates the characteristics of the concrete mixtures and mortars produced, including consistency, homogeneity, machinability, macroscopic assessment of the quality of concrete mixtures and mortars	1	2	3	4	5	not applicable
Learning outcomes and verification criteria under the unit "Performance of works related to concreting and maintenance of fresh concrete and the repair of typical concrete and reinforced concrete elements"							
Learning outcomes	Verification criteria	Result of verification					
Prepares formwork and moulds for laying the concrete mixture	protects formwork and moulds against concrete sticking	1	2	3	4	5	not applicable
	arranges the reinforcement in accordance with the rules	1	2	3	4	5	not applicable
	arranges elements forming channels, diaphragms and other openings	1	2	3	4	5	not applicable

Layout and compaction of concrete mixture in formwork and moulds	selects concrete mixing tools and equipment	1	2	3	4	5	not applicable
	lays concrete mix of different textures in formwork and moulds and of different shapes including work breaks	1	2	3	4	5	not applicable
	selects the method of thickening the concrete mixture according to its consistency	1	2	3	4	5	not applicable
	selects tools and thickening equipment concrete mixtures	1	2	3	4	5	not applicable
	thickens concrete mix manually and mechanically	1	2	3	4	5	not applicable
	disassembles and moulds in accordance with disassembly rules appropriate to the type of formwork and moulds	1	2	3	4	5	not applicable
Learning outcomes and criteria for verification within the unit 'Performance of construction works of a building shell'							
Learning outcomes	Verification criteria	Result of verification					
Chooses how the construction works are to be carried out	reads the scope and technology of concrete, reinforcement, carpentry, bricklaying and assembly works from the design documentation	1	2	3	4	5	not applicable
	defines and selects technologies for carrying out these works	1	2	3	4	5	not applicable
	describes and applies the means by which these works are to be carried out	1	2	3	4	5	not applicable
	describes the rules for adapting construction conditions to the technology for carrying out these works	1	2	3	4	5	not applicable
Selects construction materials, means of transport, equipment and tools for construction work of a building shell	identifies means of transport, equipment and tools for construction work in a building shell	1	2	3	4	5	not applicable
	defines the technical characteristics of construction products used to perform construction works in a building shell	1	2	3	4	5	not applicable
	selects construction products, means of transport, equipment and tools for construction work in a building shell	1	2	3	4	5	not applicable
	performs construction work in a building shell	1	2	3	4	5	not applicable

Learning outcomes and verification criteria within the unit "Performance of finishing and renovation works"							
Learning outcomes	Verification criteria	Result of verification					
Chooses how to carry out building finishing works	describes the methods of plastering, painting, wallpaper, flooring, cladding and drywall works	1	2	3	4	5	not applicable
	chooses how these works are to be carried out	1	2	3	4	5	not applicable
Selects construction products, means of transport, equipment and tools for construction finishing works	identifies construction products, means of transport, equipment and tools for construction finishing works	1	2	3	4	5	not applicable
	describes construction products, means of transport, equipment and tools for carrying out certain construction finishing works	1	2	3	4	5	not applicable
Performs finishing and refurbishment works in accordance with the design documentation and the requirements of the superior	performs plastering works in accordance with the documentation and requirements	1	2	3	4	5	not applicable
	perform painting work in accordance with the documentation and requirements	1	2	3	4	5	not applicable
	performs wallpaper work in accordance with the documentation and requirements	1	2	3	4	5	not applicable
	perform flooring work in accordance with the documentation and requirements	1	2	3	4	5	not applicable
	performs cladding works in accordance with the documentation and requirements	1	2	3	4	5	not applicable
Learning outcomes and verification criteria within the unit: "Demolition works"							
Learning outcomes	Verification criteria	Result of verification					
Performs demolition works	selects the methods of securing and marking the area of demolition works of buildings	1	2	3	4	5	not applicable
	adapts the methods of carrying out demolition works to the type and size of the works and to the extent of the demolition works;	1	2	3	4	5	not applicable
	adapts and selects means of transport, equipment and tools for carrying out the works	1	2	3	4	5	not applicable

Unit of learning outcomes: "Communicating in English"							
Learning outcomes	Verification criteria	Result of verification					
uses a basic range of language means in English enabling professional tasks to be carried out	understands simple oral, explicit and standard English language	1	2	3	4	5	not applicable
	examines and interprets short written texts relating to the performance of typical professional activities	1	2	3	4	5	not applicable
	identify and apply language means to carry out professional activities	1	2	3	4	5	not applicable
	formulates short and understandable sentences and written texts on its own;	1	2	3	4	5	not applicable
	uses formal English	1	2	3	4	5	not applicable
	simplifies (if necessary) statements, replaces unknown words with others, uses non-verbal means	1	2	3	4	5	not applicable
	completes the Traineeship Log English	1	2	3	4	5	not applicable

Unit of learning outcomes: "Personal and social competences"							
Learning outcomes	Verification criteria	Result of verification					
respects the principles of good behaviour and professional ethics	applies the principles of personal culture	1	2	3	4	5	not applicable
	applies generally accepted standards of behaviour in the working environment, taking into account the culture of the host country	1	2	3	4	5	not applicable
	complies with the principles of dress code at the workplace	1	2	3	4	5	not applicable
respect the principles of personal culture and professional ethics	shows willingness to acquire new skills on their own initiative	1	2	3	4	5	not applicable
	improves performance of professional tasks (e.g. in terms of quality/speed of work)	1	2	3	4	5	not applicable

CONCLUSION

Sum of points accumulated	
Maximum number of points to be awarded	

The trainees’s evaluation shall be based on a five-step scale of assessments:

very good	(5)	Acquiring at least 85 % of the maximum number of points to be awarded
good	(4)	Acquiring at least 70 % of the maximum number of points to be awarded
average	(3)	Acquiring at least 55 % of the maximum number of points to be awarded
passing	(2)	Acquiring at least 30 % of the maximum number of points to be awarded
insufficient	(1)	Acquiring of less than 30 % of the maximum number of points to be awarded

Final evaluation	
Signature and stamp	