

101505T4TTM

TOUR AND TRAVEL CONSULTANT LEVEL 5

TO/OS/TM/CR/04/5/A

SUPERVISE TRAVEL SERVICE DELIVERY

Nov/Dec 2023



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION  
COUNCIL (TVET CDACC)  
OBSERVATION CHECKLIST**

Candidate's Name & Reg. No.			
Assessor's Name & Reg. Code/ID No.			
Unit of Competence	PARTICIPATE IN TRAVEL SERVICE DELIVERY		
Venue of Assessment			
Date of Assessment			
(Award maximum marks if correct and zero marks if wrong)			
Items to be Evaluated	Marks Allocated	Marks Awarded	Comment
The candidate demonstrate knowledge on the structure of the report			
<b>Title</b>	2		
<b>Introduction</b>			
• Background (location of the tour)	4		
• Purpose of the report	4		
<b>Body</b>			
• Activities for each day	15		
• Observations made	3		
<b>Conclusion</b>			

<ul style="list-style-type: none"> <li>• Lessons learnt</li> <li>• Challenges experience</li> <li>• Recommendations</li> </ul>	3 3 3		
<b>Report overall format</b>	5		
<b>Presentation</b>			
<ul style="list-style-type: none"> <li>• Audibility</li> <li>• Neatness/well organized</li> <li>• Mastery of content</li> <li>• Confidence</li> </ul>	2 2 2 2		
<b>Total Marks</b>	<b>50</b>		
<p><b>The candidate was found to be (Please tick as appropriate)</b></p> <p style="text-align: center;">Competent <input type="checkbox"/>                      Not Yet Competent <input type="checkbox"/></p> <p><b>(The candidate is competent if s/he gets at least 50%)</b></p>			
<b>Feedback to Candidate:</b>			
<b>Feedback from Candidate:</b>			
<b>Candidate's signature</b>		<b>Date</b>	
<b>Assessor's signature</b>		<b>Date</b>	