

Instruction Sheet for the Candidate

Qualification	CMS Professional (Mobile App, Web & Game Development)
Competency Standard	Perform Basic Administration
Purpose of Assessment	Formative Assessment
Candidate Details	Name_____
	Registration/Roll Number_____
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 03 Hrs. time frame (for practical demonstration & assessment):</p> <ul style="list-style-type: none"> • Navigate in CMS Environment • Change the look & Feel of the Website
Time: 03 Hrs.	During a practical assessment, under observation by an assessor, you are required to
Minimum Evidence Required	<p>Navigate in CMS Environment</p> <ol style="list-style-type: none"> 1. Demonstrate the proficiency in using features available in the CMS 2. Explore the Dashboard for updating themes and plugins <p>Change the look & Feel of the Website</p> <ol style="list-style-type: none"> 1. Use widgets as per requirement 2. Create Navigational structure/Menu 3. Insert Header 4. Insert Footer

Self-Assessment Checklist

Candidate Name	
Registration No.	
Qualification	CMS Professional (Mobile App, Web & Game Development)
Competency Standard	Perform Basic Administration
Purpose of Assessment	Formative Assessment
Assessment Task	<ul style="list-style-type: none"> • Navigate in CMS Environment • Change the look & Feel of the Website

I can.....

Performance Criteria	Yes	No
1. Demonstrate the proficiency in using features available in the CMS	<input type="checkbox"/>	<input type="checkbox"/>
2. Explore the Dashboard for updating themes and plugins	<input type="checkbox"/>	<input type="checkbox"/>
3. Use widgets as per requirement	<input type="checkbox"/>	<input type="checkbox"/>
4. Create Navigational structure/Menu	<input type="checkbox"/>	<input type="checkbox"/>
5. Insert Header	<input type="checkbox"/>	<input type="checkbox"/>
6. Insert Footer	<input type="checkbox"/>	<input type="checkbox"/>

Candidate's Signature _____ Assessor's Signature _____

Date: _____

Observation Checklist

Assessment Task	<ul style="list-style-type: none"> Navigate in CMS Environment Change the look & Feel of the Website 		
During the practical assessment, candidate demonstrated the following:	Yes	No	Remarks
1. Demonstrate the proficiency in using features available in the CMS			
2. Explore the Dashboard for updating themes and plugins			
3. Use widgets as per requirement			
4. Create Navigational structure/Menu			
5. Insert Header			
6. Insert Footer			
Competent <input type="checkbox"/>	Not Yet Competent <input type="checkbox"/>		

Knowledge Assessment

Qualification	CMS Professional (Mobile App, Web & Game Development)
Competency Standard	Perform Basic Administration
Purpose of Assessment	Formative Assessment
Candidate Details	Name: _____ Registration/Roll Number: _____ Candidate Signature: _____
Assessment Outcome	<p>COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/></p> <p>Name of the Assessor: _____</p> <p>Assessor's code: _____</p> <p>Signature of the Assessor: _____</p>

Candidate's response is not required to be identical, but similar concepts and/or keywords must be used. Oral questioning may be used to clarify candidate understanding of topic and its application.

	Questions (Candidate confidently answered questions correctly and demonstrated understanding of the topics and their application)	Satisfactory	Not Satisfactory
1.	What is the Header of a website? <div style="border: 1px solid black; height: 100px; width: 100%;"></div>		
2.	What type of information we usually put in footer section? <div style="border: 1px solid black; height: 100px; width: 100%;"></div>		
3.	Why do we use widgets in a CMS based website?		

