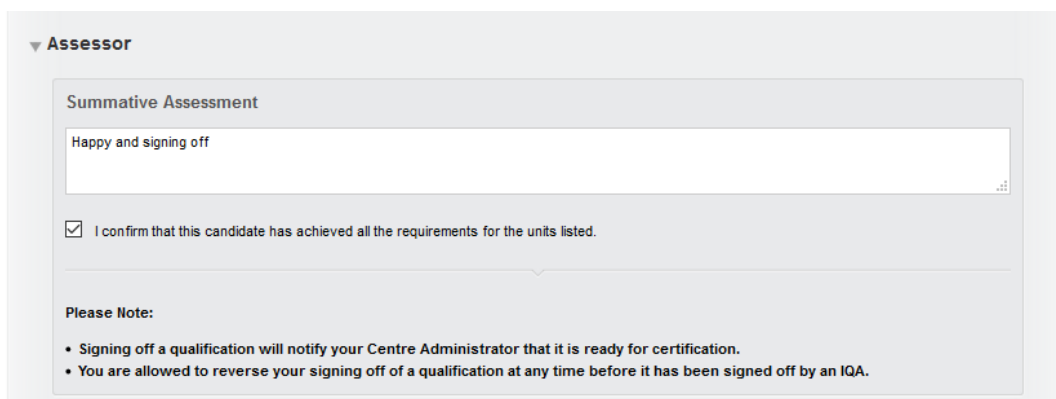


Frequently asked questions

How can my assessor reverse a unit sign-off?

If your assessor has signed a unit off in error and need this action to be reversed, they can do this provided the unit has not been signed off by the IQA/IV. If this is the case, the IQA must reverse their decision too.

They just untick the unit sign off box and continue with adding evidence to the unit.



▼ Assessor

Summative Assessment

Happy and signing off

I confirm that this candidate has achieved all the requirements for the units listed.

Please Note:

- Signing off a qualification will notify your Centre Administrator that it is ready for certification.
- You are allowed to reverse your signing off of a qualification at any time before it has been signed off by an IQA.

This is a unit signed off by the assessor and the date of sign off appears in the “Assessor sign off date” column in the table found under the Unit Status, Matrix & Sign Off tab. This disappears upon reversal.



▼ SVQ2 Food and Drink Operations (Automated Plant Bakery Skills) L5 (SQA) GJ3M 22 (1985)

Start date: 06/02/2019 Overall qualification % completion to date: 100 % Total credit value for signed off units: 0
End date: 18/02/2016 Total credit value for units not yet signed off: 39

Num	Unit title	Credit value	% Completed (Actual)	Date assigned	Signed off by assessor	Confirmed by learner	Verified
2050	Maintain Workplace Food Safety Standards in Manufacture (F2MD 04) (45355)	6	100	01/02/2016			○
3075	Maintain the Workplace and Health & Safety in Food Manufacture (F2MB 04) (45356)	6	0	01/02/2016			○
2237	Control Weighing Using Automated Baking Processes (H652 04) (45357)	5	0	01/02/2016			○
2238	Control the Preparation and Mixing of Dough Using Automated Baking Processes (H653 04) (45358)	5	0	01/02/2016			○
3175	Start up Plant and Equipment in Food Manufacture (F2PA 04) (45359)	6	0	01/02/2016			○
2170	Report and Record Production Operations in Food Manufacture (F2N4 04) (45361)	7	0	02/02/2016			○
2001	Plan and Organise your Own Work Activities in a Food Business (H3P3 04) (45373)	4	0	03/02/2016			○