



Artificial Intelligence L7 - End Point Assessment (EPA) Overview



Prepared by QA Limited

February 2024



Contents

| | |
|------------------------------|---|
| 1. EPA headlines..... | 1 |
| 2. Gateway..... | 2 |
| 3. End Point Assessment..... | 2 |
| 4. Grading | 5 |
| 5. Resit and Retakes | 5 |



1. EPA headlines

- Completed and passed all modules
- EPA period is typically 6 months
- Must provide gateway requirements according to EPAO listed below
- Must have ID and Webcam for EPA
- 3 Assessment methods at EPA

Project Report with Presentation and Supplementary Questioning

- Report based on a pre-gateway work-based project
- The chosen project must be approved by the End Point Assessment Organisation at Gateway
- Project Report has a maximum word limit of 5,000 words (+/- discretionary 10%) and is to be completed in 6 weeks
- The employer should allow the apprentice 2 days per week to work on their project report during the EPA period
- Questioning will take place after the presentation
- Minimum of 10 questions will be asked
- The presentation with supplementary questioning will last for 75 minutes (the typical length of the presentation will be 30 minutes and the typical length of the questioning will be 45 minutes).

Professional Discussion

- Session is 60 mins (+/- discretionary 10%)
- Minimum of 10 open questions

Technical Test

- Consists of 4 long response questions
- This is a 'closed book' test – a calculator is allowed
- Maximum of 100 minutes



2. Gateway

Gateway is the point that the employer is satisfied that the apprentice is consistently working at or above the level set out in the occupational standard. In making this decision, the employer may take advice from the training provider, but the decision must ultimately be made by the employer.

Apprentices must be on programme for at least 12 months prior to entering gateway, and must also meet the following gateway requirements for Level 7 Artificial Intelligence programme:

- Journal
- Project brief
- EPA gateway readiness checklist
- Employer declaration
- Level 2 English and Maths evidence
- Completion of the Off the Job hours

The EPAO determines when all gateway requirements have been met, and the EPA period will only commence once the EPAO has confirmed this.

3. End Point Assessment

The EPA window for Level 7 Artificial Intelligence is typically 6 months.

For the End Point Assessment, the learner must complete the following assessments (these can be delivered in any order):

- Assessment method 1: Project report with Presentation and Questioning
- Assessment method 2: Professional Discussion
- Assessment method 3: Technical test



Assessment Method 1: Project Report with Presentation and Supplementary Questioning

The Project Report with Presentation and Questioning assessment is graded Pass, Distinction or Fail. This assessment has 2 components.

Component 1: Project Report

The project report is compiled after the apprentice has gone through the gateway process. The project report will be based on a pre-gateway work-based project. Apprentices will also prepare a presentation to be delivered to an Independent Assessor. The project report must be submitted to the EPAO after a maximum of 6 weeks of the EPA start date and at least one week before the presentation.

The employer must ensure the apprentice has sufficient time and the necessary resources, within this period to prepare the project report. The employer should allow the apprentice 2 days per week to work on their project report during the EPA period. Whilst completing the project report, the apprentice should be subject to normal workplace supervision.

The format of the project report should be:

- An introduction and background
- Outline of the issue or opportunity and the business problem to be solved
- Methods used & justification
- The scope of the project (including key performance indicators)
- Data selection, collection & pre-processing
- Survey of potential alternatives
- Implementation – performance metrics
- Results
- Discussion & conclusions/recommendations
- Summary of findings
- Implications
- Caveats & limitations
- Appendices
 - ❖ Code & documentation used for the project e.g. coding developed
 - ❖ Statistical rigour - To include uncertainty/bias/error estimates as appropriate
 - ❖ Figures/tables/visualisation as appropriate to project
 - ❖ Mapping of the project report to the KSB's mapped to this method



- ❖ Verification by the apprentice's employer that the project report is a true reflection of the apprentice's involvement, and the report is their own work.

The project report has a maximum word limit of 5,000. A tolerance of plus or minus 10% is allowed. Appendices, references, diagrams and tables will not be included in this total.

Component 2: Presentation with Supplementary Questioning

The project presentation with questioning is carried out with an Independent Assessor, on a one-to-one basis, sourced by the EPAO lasting 75 minutes (the typical length of the presentation will be 30 minutes and the typical length of the questioning will be 45 minutes) with a discretionary 10% additional time to allow the apprentice to complete their last answer. The apprentice will be asked a minimum of 10 questions based on the knowledge, skills, and behaviours identified for this assessment method.

The presentation will be based on the project report and will cover:

- a high-level summary of the main aspects of the project report
- context/implications/recommendations from the project report
- research undertaken
- practical application of knowledge, skills and behaviours to complete the project report
- business recommendations
- any follow-on outcomes
- actions and next steps

The EPAO should provide the apprentice with 2 weeks notice of the presentation date and the Independent Assessor will have a minimum of one week to review the project report in advance of the presentation.

Assessment Method 2: Professional Discussion

The professional discussion assessment is graded Pass, Distinction or Fail.

The professional discussion is carried out with an Independent Assessor, on a one-to-one basis, sourced by the EPAO. The professional discussion will last 60 minutes, with a discretionary 10% additional time to allow the apprentice to complete their last answer. The apprentice will be asked a minimum of 10 open questions based on the knowledge, skills, and behaviours identified for this assessment method.



Assessment Method 3: Technical Test

The Technical Test assessment is graded Pass, Distinction or Fail.

Apprentices will have a maximum of 100 minutes to complete the test and will be completed online. The test is a closed book test, however access to a calculator, pen and notepaper is allowed. The test must take place in a suitably controlled environment in the presence of an invigilator. The invigilator may be the independent assessor, or another external person employed by the EPAO or specialised (proctor) software.

4. Grading

| Project Presentation Questioning | Report with and Discussion | Technical Test | Final Grade |
|----------------------------------|----------------------------|----------------|-------------|
| Fail | Any grade | Any grade | Fail |
| Any grade | Fail | Any grade | Fail |
| Any grade | Any grade | Fail | Fail |
| Pass | Pass | Pass | Pass |
| Pass | Distinction | Pass | Pass |
| Pass | Pass | Distinction | Pass |
| Distinction | Pass | Pass | Pass |
| Distinction | Distinction | Pass | Merit |
| Distinction | Pass | Distinction | Merit |
| Pass | Distinction | Distinction | Merit |
| Distinction | Distinction | Distinction | Distinction |

5. Resit and Retakes

Apprentices who fail one or more assessment methods will be offered the opportunity to take a resit or a retake. The employer will need to agree that either a resit or retake is an appropriate course of action. A resit does not require further learning, whereas a retake does.



Apprentices will have a supportive action plan to prepare for a resit or a retake of any failed assessment. All assessments must be successfully completed within the maximum EPA window, otherwise the full EPA will need to be resat or retaken. If an apprentice fails Assessment Method 1: Project report with presentation and supplementary questioning, the apprentice must produce and submit a new project report and presentation. In this circumstance, the apprentice will be given a further 6 weeks in which to write and submit a new report followed by a further 2 weeks in which to submit a new presentation

Where any assessment method must be resat or retaken, the apprentice will be awarded a maximum EPA grade of Pass.

Further information on the Level 7 Artificial Intelligence EPA can be found in the [assessment plan](#). A full list of the Knowledge, Skills and Behaviours (KSBs) can be found on the Institute for Apprenticeships website [here](#).

