The Silver Baker Award for Technical Education: notes

As a UTC student, you can be considered for a Baker Award for Technical Education. As part of the assessment process, you will be interviewed, first by someone from your own UTC and later by someone from outside the UTC. You will be asked about team projects; work experience; your plans for the future; and the wider skills (or “competencies”) you have developed during your time at the UTC.

We suggest you prepare for the interviews by jotting down notes and reminders on this form. You can bring the form to your interviews. However, you will be assessed on the answers you give in your interviews, not on these notes.

**Your name:**

**Team Projects**

At your interviews, you will be asked to describe a team project which took place during your time at the UTC. Note down brief details of two or three team projects here.

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| **Name of Project** | **Brief outline of project: what did you have to do?** | **Describe something you learned – this could be a new skill, a scientific principle, or something you learned when something went wrong** |
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**Work Experience**

At your interviews, you will be asked about work experience (or jobs) you have done during your time at the UTC. Note down brief details here.

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| **Placement** | **Time Period** |
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**Future Plans**

At your interviews, you will be asked about your future plans, starting with what you are going to do next. Make some brief notes here.

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| **Career Goals** | **What do you need to do to achieve your career goals?** |
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**The Competency Framework**

At your interviews, you will be asked a selection of the questions shown here. The questions are intended to test how well you have developed the “competencies” listed in the first column.

When you think of something you could talk about in your interview, make a note here as a reminder. For example, you could mention things you have made or done, team projects, essays and reports, presentations, problems you have faced or solved, and so on.

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| **Abilities** | | |
| **Competencies** | **Questions you might be asked at interview** | **Notes** |
| Say where you find different types of information that are relevant to the area of study.  Interpret and use knowledge of underlying concepts and principles associated with area of study.  Analyse and evaluate evidence, identify solutions, make reasoned judgements and draw conclusions.  Identify, gather and use appropriate scientific, ICT or engineering & technology information, techniques, procedures and methods to undertake tasks. Explain what you did (and why).  Use relevant scientific, ICT or engineering & technology understanding, methods skills and procedures to complete well-defined, generally routine tasks and address straightforward problems.  Identify and/or respond to tasks, problems or opportunities and apply appropriate methods to identify causes and to guide the development of satisfactory solutions.  Select and use information and other resources effectively to inform actions, with consideration for (for example) cost, performance, confidentiality, security, quality and availability, health, safety and environmental impact.  Identify how effective actions have been.  Be aware of the concept of continuous performance improvement. | Where do you find different types of information that are relevant to your area of study?  Give an example of an underlying concept or principle associated with your area of study and describe how you have applied it to your practical work.  Describe how you have:   * analysed or evaluated evidence; * identified solutions to problems; * made judgements and drawn conclusions.   Describe how you have used scientific, ICT or engineering & technology information in your work.  Thinking about a practical project, describe the techniques, processes and methods you used. If you had a choice (eg between two or three different methods), explain why you chose to do it your way.  Describe how you chose from a selection of materials, components, equipment or software to complete a particular task.  Describe how you have used scientific, engineering or technology knowledge to tackle a problem.  Thinking about something that didn’t go to plan, describe what happened, how you worked out the cause of the problem and what you did to put it right (or what you would do differently next time).  Choose three factors from the following list and say how you have taken them into account in your work (eg choosing cheaper materials to keep costs down, or more expensive materials to produce a higher quality product): cost, performance, quality, availability, health, safety, environmental impact.  Thinking about a project you have completed, was it perfect in every way? How do you know? If it was less than perfect, how could you improve it if you did it again?  What does “continuous performance improvement” mean? |  |

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| **Accept and Exercise Personal Responsibility** | | |
| **Competencies** | **Questions you might be asked at interview** | **Notes** |
| Take responsibility for completing tasks or processes.  Exercise autonomy and judgment subject to overall direction or guidance.  Work reliably and effectively without close supervision and, where applicable, following appropriate codes of practice (eg health and safety).  Accept responsibility for the quality of your own work and the work of others. | Give two examples of when you have taken responsibility for completing tasks or processes.  Give an example of when you have taken a decision (eg about how to complete a difficult task) without having to ask a teacher for help.  Give an example of a time when you have worked well, without close supervision.  Describe how you have followed appropriate codes of practice (eg health and safety).  Describe how you have taken responsibility for the quality of your own work.  Describe how you have helped another student with his/her work. |  |

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| **Communication and interpersonal skills** | | |
| **Competencies** | **Questions you might be asked at interview** | **Notes** |
| Communicate technical and other information appropriately and effectively.  Work effectively and appropriately with staff, other students and external contacts (eg employers).  Make a presentation to UTC staff and students. | Give an example of how you communicate technical information effectively (eg in your written work)  Give an example of how you have contributed to team work.  Give an example of a time when you have communicated well with staff, other students or people from outside the UTC (eg employers).  Give an example of a presentation you have made, either on your own or as part of a team. |  |

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| **Professional standards** | | |
| **Competencies** | **Questions you might be asked at interview** | **Notes** |
| Know about relevant codes of conduct and practice.  Know what professional institutions do, and name at least one which is relevant to your chosen area of study.  Use and apply safe working practices.  Undertake your work in a way that helps protect other people and the environment (eg recycling waste materials).  Explain the concept of continuing professional development. | Give brief information about a code of conduct or code of practice.  What do professional institutions do? Name at least one which is relevant to your chosen area of study.  Describe how you make sure you apply safe working practices.  How do you help protect other people and the environment?  What is “continuing professional development”? |  |