



From: Mr Dario Pirotta
Director, MATSEC Support Unit

To: College Principals
Heads of School

Subject: COVID-19 Changes in Assessment of SEC and SEAC Vocational Application Criteria
for Academic Year 2020 – 2021

Date: 26th October 2020

The MATSEC Board has convened the vocational syllabi panels to discuss which application criteria should not be assessed during academic year 2020 – 2021 as part of the COVID-19 mitigation measures. All remaining application criteria should ideally be assessed at school – as per normal practice – while abiding to protocols issued by health authorities.

However, as part of this process, the panels also identified criteria, or part-of, which teachers may consider assessing remotely rather than at school because of time limitations in the given circumstances. In such instances, evidence showing each candidate carrying out the full process required in completing the task/s, should still be kept for assessment and verification purposes. In cases where such form of assessment would put any particular student in a group at a disadvantage due to resources required to complete the task not being available, remote assessment should not be considered.

The application criterion not being assessed in SEC subjects should still be included on the Front Sheet of the Assignment 1 or Assignment 2 tracking sheet and awarded full marks, while respecting the scheme of assessment and the percentage distribution (26 – 34%) of each coursework assignment.

In SEAC subjects (apart from SEAC Retail 2018-2021), the application criteria not being assessed should be included on the Front Sheet of the Assignment 3 tracking sheet and awarded full marks. The first two SEAC Assignments should include the criteria which were originally highlighted for the Controlled assessment (Assignment 3), apart from the application criteria not being assessed, while still adhering to the percentage distribution (24 – 42%) of each coursework assignment.

It is recommended that unit content related to application criteria which shall not be assessed is still delivered by teachers, time and logistics permitting.

An addendum has been included within all syllabi affected by these measures and uploaded on our portal accordingly. A summary of changes within each subject is being included with this communication for quick reference.

MATSEC shall issue further communications and guidelines should there be any COVID-19 related developments which impinge on the assessment of vocational subjects.

Please ensure that this information is brought to the attention of teachers and internal verifiers, and reflected in assessment accordingly.

SEC 35 AGRIBUSINESS

Unit 1 (2020 – 2023 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1				X	Only MQF 2 could be assessed Remotely.
	A-2	X				
	A-3				X	Only MQF 1 could be assessed Remotely.
Unit 2 (2019 – 2022 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2			X		
	A-3	X				
Unit 3 (2018 – 2021 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2			X		
	A-3	X				

N.B. SEC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 1 or 2 and awarded full marks, adding a comment "COVID".

SEAC 07 AGRIBUSINESS

Unit 1 (2020 – 2023 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1	X				
	A-2	X				
	A-3			X		
	A-4			X		
	A-5			X		
Unit 2 (2019 – 2022 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1	X				
	A-2			X		
	A-3			X		
	A-4	X				
	A-5				X	Only MQF 1 could be assessed Remotely.

N.B. SEAC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 3 and awarded full marks, adding a comment "COVID".

SEC 37 ENGINEERING TECHNOLOGY

Unit 1 (2020 – 2023 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		It is being recommended that students prepare a list of the tools/equipment needed at home to facilitate the assessment process which should be done at school.
	A-2			X		It is being recommended that students prepare a list of the tools/equipment needed at home to facilitate the assessment process which should be done at school.
	A-3	X				
Unit 2 (2019 – 2022 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2			X		It is being recommended that students are also made aware of virtualisation software related to the assembly and testing of electronic circuits.
	A-3	X				
Unit 3 (2018 – 2021 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2			X		
	A-3	X				

N.B. SEC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 1 or 2 and awarded full marks, adding a comment "COVID".

SEAC 03 ENGINEERING TECHNOLOGY

Unit 1 (2020 – 2023 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1				X	It is being recommended that students prepare a list of the tools/equipment needed at home to facilitate the assessment process which should be done at school. Only MQF 2 could be assessed Remotely.
	A-2				X	It is being recommended that students prepare a list of the tools/equipment needed at home to facilitate the assessment process which should be done at school. Only MQF 2 could be assessed Remotely.
	A-3				X	It is being recommended that students prepare a list of the tools/equipment and material needed at home to facilitate the assessment process which should be done at school. Only MQF 2 could be assessed Remotely.
	A-4	X				
	A-5	X				
Unit 2 (2019 – 2022 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		It is being recommended that students prepare a list of the tools/equipment and the necessary PPE needed at home to facilitate the assessment process which should be done at school.
	A-2			X		It is being recommended that students prepare a list of the tools/equipment and the necessary PPE needed at home to facilitate the assessment process which should be done at school.

	A-3			X		It is being recommended that students prepare a list of the tools/equipment and the necessary PPE needed at home to facilitate the assessment process which should be done at school.
	A-4	X				
	A-5	X				

N.B. SEAC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 3 and awarded full marks, adding a comment "COVID".

SEC 44 FASHION AND TEXTILES

Unit 1 (2020 – 2023 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1				X	Only part of MQF 3 (temporary stitches, decorative stitches, backstitches, snaps) could be assessed remotely.
	A-2	X				
	A-3				X	Only MQF 1 could be assessed remotely.
Unit 2 (2019 – 2022 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			
	A-2			X		
	A-3	X				

N.B. SEC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 1 or 2 and awarded full marks, adding a comment “COVID”.

SEAC 09 FASHION AND TEXTILES

Unit 1 (2020 – 2023 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			
	A-2		X			
	A-3	X				
	A-4				X	Only the hand stitching part in MQF 3 could be assessed remotely.
	A-5	X				
Unit 2 (2019 – 2022 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2				X	MQF 2 and MQF 3 could be assessed remotely.
	A-3			X		
	A-4	X				
	A-5	X				

N.B. SEAC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 3 and awarded full marks, adding a comment "COVID".

SEC 43 HAIRDRESSING AND BEAUTY

Unit 1 (2020 – 2023 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2			X		
	A-3	X				
Unit 2 (2019 – 2022 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2			X		
	A-3	X				

N.B. SEC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 1 or 2 and awarded full marks, adding a comment “COVID”.

SEAC 08 HAIRDRESSING AND BEAUTY

Unit 1 (2020 – 2023 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2			X		
	A-3			X		
	A-4	X				
	A-5	X				
Unit 2 (2019 – 2022 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1	X				
	A-2			X		It is recommended that hood driers are not switched on for the delivery and assessment of this criterion. Students should be assessed on the correct positioning of the mannequin heads under the hood driers.
	A-3			X		
	A-4			X		In the circumstances, a mannequin head can be used for the assessment of this criterion. It is suggested that a Perspex is bought if the facial treatment is done on clients.
	A-5	X				

N.B. SEAC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 3 and awarded full marks, adding a comment "COVID".

SEC 36 HEALTH AND SOCIAL CARE

Unit 1 (2020 – 2023 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			
	A-2			X		For Health and Safety reasons kitchen towels can be used instead of towels.
	A-3	X				
Unit 2 (2019 – 2022 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		Candidates may take the measurements on themselves. The teacher is to verify that the readings are correct.
	A-2	X				
	A-3			X		Candidates may demonstrate first aid skills on a mannequin or a mannequin limb.
Unit 3 (2018 – 2021 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1	X				
	A-2		X			
	A-3		X			

N.B. SEC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 1 or 2 and awarded full marks, adding a comment "COVID".

SEAC 02 HEALTH AND SOCIAL CARE

Unit 1 (2020 – 2023 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2			X		For Health and Safety reasons kitchen towels can be used instead of towels.
	A-3	X				
	A-4	X				
	A-5			X		Candidates may take the measurements on themselves. The teacher is to verify that the readings are correct.
Unit 2 (2019 – 2022 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			Candidates should plan and carry out a 15 minute activity online with an individual with specific needs using the resources prepared in MQF 2.
	A-2	X				
	A-3			X		A role play should suffice to assess this criterion. For Health and Safety reasons the model and the candidate should wear a face mask. In the circumstances the model should be asked by the teacher to act as if he is chewing and swallowing real food. Candidates should be assessed on the timing when offering the food to the model.
	A-4	X				
	A-5			X		Candidates may demonstrate first aid skills on a mannequin or a mannequin limb.

N.B. SEAC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 3 and awarded full marks, adding a comment “COVID”.

SEC 38 HOSPITALITY

Unit 1 (2020 – 2023 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			
	A-2	X				
	A-3		X			
Unit 2 (2019 – 2022 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		In the circumstances, at MQF 3 the 'taste' of the dish should be disregarded while still considering the texture.
	A-2	X				
	A-3			X		
Unit 3 (2018 – 2021 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2	X				
	A-3		X			

N.B. SEC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 1 or 2 and awarded full marks, adding a comment “COVID”.

SEAC 04 HOSPITALITY

Unit 1 (2020 – 2023 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			
	A-2	X				
	A-3			X		
	A-4			X		In the circumstances, at MQF 3 the 'taste' of the dish should be disregarded while still considering the texture.
	A-5	X				
Unit 2 (2019 – 2022 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			
	A-2				X	MQF 2 can be carried out Remotely. MQF 1 and 3 should be assessed in class.
	A-3			X		
	A-4	X				
	A-5	X				

N.B. SEAC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 3 and awarded full marks, adding a comment "COVID".

SEC 39 INFORMATION TECHNOLOGY

Unit 1 (2020 – 2023 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			Remote assessment of this criterion depends on the availability of VM software to students. If not all students have VMware installed on their own PCs, remote assessment should not be considered at all.
	A-2	X				
	A-3				X	Only MQF 1 and MQF 3 could be assessed Remotely.
Unit 2 (2019 – 2022 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			
	A-2	X				
	A-3		X			
Unit 3 (2018 – 2021 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1	X				
	A-2			X		
	A-3		X			

N.B. SEC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 1 or 2 and awarded full marks, adding a comment “COVID”.

SEAC 05 INFORMATION TECHNOLOGY

Unit 1 (2020 – 2023 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1	X				
	A-2				X	Only MQF 1 and 3 could be assessed Remotely.
	A-3	X				
	A-4			X		
	A-5			X		
Unit 2 (2019 – 2022 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2	X				
	A-3	X				
	A-4			X		
	A-5			X		

N.B. SEAC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 3 and awarded full marks, adding a comment “COVID”.

SEC 41 MEDIA LITERACY EDUCATION

Unit 1 (2020 – 2023 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			
	A-2		X			
	A-3	X				
Unit 2 (2019 – 2022 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2	X				
	A-3		X			
Unit 3 (2018 – 2021 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			
	A-2		X			
	A-3	X				

N.B. SEC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 1 or 2 and awarded full marks, adding a comment “COVID”.

SEAC 06 MEDIA LITERACY EDUCATION

Unit 1 (2020 – 2023 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1	X				
	A-2				X	Only MQF 1 could be assessed Remotely.
	A-3			X		
	A-4	X				
	A-5		X			
Unit 2 (2019 – 2022 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2	X				
	A-3	X				
	A-4		X			
	A-5		X			

N.B. SEAC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 3 and awarded full marks, adding a comment “COVID”.

SEC 42 RETAIL

Unit 1 (2020 – 2023 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			
	A-2	X				
	A-3			X		
Unit 2 (2019 – 2022 Cohort)	SEC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1		X			
	A-2		X			
	A-3	X				

N.B. SEC Application criteria not being assessed during this academic year is to be included on the front sheet of Assignment 1 or 2 and awarded full marks, adding a comment “COVID”.

SEAC 01 RETAIL

Unit 1 (2020 – 2023 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1			X		
	A-2				X	Only MQF 1 could be assessed Remotely.
	A-3			X		
	A-4	X				
	A-5	X				
Unit 2 (2019 – 2022 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1	X				
	A-2	X				
	A-3		X			
	A-4			X		
	A-5		X			
Unit 3 (2018 – 2021 Cohort)	SEAC Criteria	Not to be assessed	May be assessed Remotely	Fully assessed at School	May be partially assessed Remotely	Comments
	A-1	X				
	A-2				X	Only MQF 2 could be assessed Remotely.
	A-3			X		
	A-4			X		
	A-5	X				

N.B. SEAC Application criteria not being assessed in Unit 1 and Unit 2 during this academic year is to be included on the front sheet of Assignment 3 and awarded full marks, adding a comment “COVID”. In Unit 3, such criteria is to be included on the front sheet of Assignment 1 or 2 and awarded full marks, adding a comment “COVID”.