

Issued: January 30, 2013

Program: **INDUSTRIAL MECHANIC (MILLWRIGHT)**

To: ITA Training Providers
Resource Training Organization (RTO)
All School Districts

RE: **OPSN 2013 004 LAUNCH OF ONLINE STANDARDIZED LEVEL EXAMINATIONS INDUSTRIAL MECHANIC (MILLWRIGHT) LEVEL 3**

Timing: Effective March 22, 2013

Information: Please be advised that effective March 22, 2013, the Industry Training Authority (ITA) will be launching Standardized Level Examinations in an online computer-based format for Industrial Mechanic (Millwright) Level 3.

All Millwright Level 3 classes completing on or after March 22, 2013 will be scheduled to write an online computer examination rather than a paper-based examination.

Training providers that deliver the Millwright Level 3 program will be responsible for scheduling an appropriate computer laboratory facility with internet access for the planned exam date. The computer facility needs to be booked for a minimum of four hours.

On September 3, 2013 the Millwright Level 2 exam will be launched for online delivery.

Standardized Level Exams for Millwright Level 1 and Millwright Foundation programs will be launched at a later date. They will also be delivered online. An OPSN will be issued at a future date to advise the launch of the Level 1 and Foundation exams.

Background

In 2012, ITA made the decision to move to an online computer-based examination delivery system for ITA Standardized Level Examinations. The following three programs were selected for the initial launch:

- Carpenter – Level 3
- Millwright – Level 3
- Automotive Service Technician – Levels 3 & 4

Additional ITA programs will begin writing online computer-based standardized level examinations in 2013 - 2014.

The benefits of moving to an online platform include:

- Immediate processing of exam results and a quicker turnaround for exam marks,

- Increased exam protection and security with the removal of paper-based exams,
- The ability to “scramble” questions which enhances security of the exam as questions will be presented in a different sequence for each candidate,
- Diagrams in the exams can be manipulated to clarify details, i.e., zoom-in capabilities, and
- A consistent evaluation process for all examinations with the ability to quickly modify or remove questions as required.

**Scheduling
Millwright
Level 3 online
exams**

The Millwright Level 3 exam should be requested by training providers via the usual ITA procedure. ITA will invigilate these exams.

Training providers are responsible for scheduling an appropriate computer laboratory facility with internet access for the planned exam date. The computer facility needs to be booked for a minimum of four hours. The computer laboratory assigned for the exam should be recorded on the ITA Examination Request form.

**Calculating
Millwright
Level 3 marks**

Instructors are expected to follow the current practice of calculating the final in-school mark and entering this mark into ITA Direct Access (ITADA) for each candidate.

ITA is responsible for entering the standard level exam marks into ITADA.

A calculation table showing the subject competencies, level percentage weightings and level examination weightings are shown in the *Grading Sheet: “Subject Competencies and Weightings”* section at the end of this document.

As the in-school mark and the exam mark are blended to arrive at a final level mark, there will be a degree of uncertainty in cases of border-line percentage results. Please refer to the ‘*Program Results and Eligibility*’ section of this document for an explanation and procedure for these cases.

**Training
Provider
Component:**

Training providers delivering Millwright Level 3 in-school technical training are required to enter the following information in ITADA for each apprentice:

- An in-school mark in the form of a percentage

**In-School
Technical
Training
Marks**

As per the *Grading Sheet: “Subject Competencies and Weightings”*, the in-school marks for Millwright Level 3 are derived from a combination of theory and practical assessments within each training topic.

Millwright Level 3 in-school marks are calculated by:

- Totaling the level theory competency results as noted in the competencies and weightings tables and multiplying the total by 75% for Levels 3 to produce a weighted theory result;
- Totaling the level practical competency results as noted in the competencies and weightings tables and multiplying the total by 25% for Levels 3 to produce a weighted practical result; and
- Adding the theory and practical competency results together to determine the final in-school result.

**ITA
Component:
Standardized
Level Exam
Marks**

ITA is responsible for entering standard level examination marks in ITADA.

ITADA automatically calculates the final mark for a level once the in-school training and standard level exam marks are entered into the system. This mark is calculated by blending the standardized level exam percentage score and the in-school

technical training percentage score to determine the final mark for the level.

In-school technical training (combined theory & practical) is weighted at 80% and the ITA standardized level exam is weighted at 20%. These two scores are combined to determine the final level mark. This result is the final mark that is recorded in ITADA.

- A mark of 70% or greater is required to pass the level when the final in-school percentage score and the final ITA standardized level exam percentage score are blended.

Program Results and Eligibility

The standardized exam mark is calculated as soon as the apprentice completes and submits their online exam. These final exam marks are sent to the instructor immediately after the last apprentice in the class has completed and submitted their exam to the online system.

Although the instructor may provide the exam marks to the apprentices, the instructor is only responsible for entering the final in-school training mark in ITADA.

ITA is responsible for entering the apprentice’s standard level exam marks in ITADA.

ITADA automatically blends the final in-school mark with the Millwright Level 3 exam mark to determine the final mark for the level. Once the instructor has entered the final in-school marks in ITADA, the system calculates the final mark for the level by weighting the in-school mark at 80% and the ITA standardized level exam mark at 20%. ITADA combines these two weighted marks to determine each apprentice’s Millwright Level 3 final mark.

As the in-school mark and the exam mark are blended there will be situations where an apprentice will have to repeat one or the other component (in-school training or exam) in order to achieve the required 70% to pass Millwright Level 3.

In the event that this does occur, the following table outlines the two scenarios an apprentice may encounter once the 80/20 blending is applied and the final mark is less than 70%.

<p>Scenario 1</p> <p>The apprentice receives less than 70% for the in-school session and 70% or greater on the Millwright Level 3 exam resulting in a final mark of less than 70%.</p>	<p>The apprentice will:</p> <ul style="list-style-type: none"> • Re-take the Millwright Level 3 in-school technical training • Receive credit for the exam
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<p>Scenario 2</p> <p>The apprentice receives 70% or greater for the in-school session and less than 70% on the Millwright Level 3 exam resulting in a final mark of less than 70%.</p>	<p>The apprentice will:</p> <ul style="list-style-type: none"> • Receive credit for the in-school technical training • Re-write the Millwright Level 3 exam per ITA exam re-write policy
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In cases where the apprentice receives a mark that is less than 70% for the in-school technical training and still achieves a final blended mark of 70% or greater, credit for the technical training will be granted.

**Interprovincial
(Red Seal)
Exam**

In order to achieve certification, Millwright apprentices are required to write the Industrial Mechanic (Millwright) Interprovincial (Red Seal) exam after completing all levels of in-school technical training.

Apprentices must have passed all levels of in-school technical training or be approved challengers to sit the exam. A score of 70% or greater is required for a pass.

Interprovincial (Red Seal) exams should be requested by training providers via the usual ITA procedure.

ITA will administer and invigilate Interprovincial (Red Seal) exams and score and record exam results in ITADA.

**For more
information
contact:**

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Grading Sheet: Subject Competency and Weightings - Industrial Mechanic (Millwright) Level 3

PROGRAM: IN-SCHOOL TRAINING: ITA DIRECT ACCESS CODE:		INDUSTRIAL MECHANIC (MILLWRIGHT) LEVEL 3 0015MW	
LINE	TRAINING TOPICS & SUGGESTED TIME ALLOCATION	THEORY WEIGHTING	PRACTICAL WEIGHTING
E	Install Equipment	20%	20%
H	Service Power Transmission	20%	20%
I	Service Power Fluid	20%	20%
K	Service Pumps	20%	20%
L	Service Material Handling Systems	20%	20%
	Total	100%	100%
Calculated by the Training Provider Industrial Mechanic (Millwright) Level 3 in-school theory & practical subject competency weighting)		75%	25%
Training Provider enters final in-school mark into ITADA		x%	

Calculated by ITA: In-school Mark ITADA calculates the percentage weighting once the in-school mark is entered. Combined theory and practical subject competency multiplied by	80%
Calculated by ITA: Standard Level Exam Mark ITADA calculates the percentage weighting once the standard level exam marks have been entered. The exam score is multiplied by	20%
Calculated by ITA: Final Mark The final mark for determining credit is calculated by ITADA (Minimum 70% is required for a pass)	FINAL%