

**021105T4GPH**

**GRAPHIC DESIGN LEVEL 5**

**VA/OS/GD/CR/02/5**

**Create Digital Graphics**

**July/August 2025**



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION  
COUNCIL (TVET CDACC)**

**PRACTICAL ASSESSMENT**

**INSTRUCTIONS TO ASSESSOR**

1. Assess the candidate as the practical progresses observing the critical areas
2. You are required to mark the practical as the candidate perform the tasks
3. You are required to take video clips at critical points
4. Ensure the candidate has a name tag and registration code at the back and front

## OBSERVATION CHECKLIST

|                                                                                                                   |                                      |                       |                 |
|-------------------------------------------------------------------------------------------------------------------|--------------------------------------|-----------------------|-----------------|
| <b>Candidate's Name &amp; Registration Code</b>                                                                   |                                      |                       |                 |
| <b>Assessors Name &amp; Registration Code</b>                                                                     |                                      |                       |                 |
| <b>Unit of Competency</b>                                                                                         | <b>Create Digital Graphic Design</b> |                       |                 |
| <b>Venue of Assessment</b>                                                                                        |                                      |                       |                 |
| <b>Date of Assessment</b>                                                                                         |                                      |                       |                 |
| <b>Items to be Evaluated:</b> <i>Please award marks as appropriate. Give a brief comment on your observation.</i> | <b>Marks Available</b>               | <b>Marks Obtained</b> | <b>Comments</b> |
| <b>TASK 1: CREATING A DIGITAL MOOD BOARD</b>                                                                      |                                      |                       |                 |
| 1. Created digital mood board on the design software                                                              |                                      |                       |                 |
| • Identified appropriate design software                                                                          | 2                                    |                       |                 |
| • Colour palettes                                                                                                 | 2                                    |                       |                 |
| • Imagery                                                                                                         | 2                                    |                       |                 |
| • Typography                                                                                                      | 2                                    |                       |                 |
| • Inspiration references                                                                                          | 2                                    |                       |                 |
| • Thematic background                                                                                             | 2                                    |                       |                 |
| *(Award marks as indicated)                                                                                       |                                      |                       |                 |
| <b>Sub-Total 1</b>                                                                                                | <b>12</b>                            |                       |                 |
| <b>TASK 2: DESIGN LOGO DESIGN</b>                                                                                 |                                      |                       |                 |
| 2. Sketched logo Layout                                                                                           |                                      |                       |                 |
| • Creativity                                                                                                      | 2                                    |                       |                 |
| • Simplicity                                                                                                      | 2                                    |                       |                 |
| • Uniqueness                                                                                                      | 2                                    |                       |                 |
| • Relevance                                                                                                       | 2                                    |                       |                 |
| *(Award marks as indicated)                                                                                       |                                      |                       |                 |
| 3. Concept and Originality                                                                                        |                                      |                       |                 |

|                                                                                                                                                                                                                                             |                       |  |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|--|--|
| <ul style="list-style-type: none"> <li>• Creativity:</li> <li>• clear personality</li> <li>• Relevance</li> </ul> <p>*(Award marks as indicated)</p>                                                                                        | 2<br>2<br>2           |  |  |
| <p>4. Aesthetic and Visual Appeal</p> <ul style="list-style-type: none"> <li>• Colour Scheme</li> <li>• Form and Proportion</li> <li>• Style Consistency</li> </ul> <p>*(Award marks as indicated)</p>                                      | 2<br>2<br>2           |  |  |
| <p>5. Functionality and Usability</p> <ul style="list-style-type: none"> <li>• Versatility and adaptability</li> <li>• Reproducibility</li> <li>• Memorability</li> </ul> <p>*(Award marks as indicated)</p>                                | 2<br>2<br>2           |  |  |
| <b>Sub-Total 2</b>                                                                                                                                                                                                                          | <b>26</b>             |  |  |
| <b>TASK 3: DESIGN A BUSINESS CARD</b>                                                                                                                                                                                                       |                       |  |  |
| <p>6. Created a Business card</p> <ul style="list-style-type: none"> <li>• Entity name</li> <li>• Creativity</li> <li>• Consistency with logo</li> <li>• Size</li> <li>• Detailed information</li> </ul> <p>*(Award marks as indicated)</p> | 1<br>1<br>1<br>1<br>1 |  |  |
| <p>7. Visual Appeal</p> <ul style="list-style-type: none"> <li>• Aesthetics</li> <li>• Colour</li> <li>• Style</li> </ul> <p>*(Award marks as indicated)</p>                                                                                | 2<br>2<br>2           |  |  |
| <b>Sub-Total 3</b>                                                                                                                                                                                                                          | <b>11</b>             |  |  |

| <b>TASK 4: CREATED A BROCHURE</b>                                        |           |  |  |
|--------------------------------------------------------------------------|-----------|--|--|
| 8. Determined brochure visual appeal                                     |           |  |  |
| • Clarity                                                                | 2         |  |  |
| • Composition and layout                                                 | 2         |  |  |
| • Proposition and scale                                                  | 2         |  |  |
| • Clear margins                                                          | 2         |  |  |
| • Art Borders                                                            | 2         |  |  |
| *(Award marks as indicated)                                              |           |  |  |
| 9. Developed graphics and imagery                                        | 2         |  |  |
| 10. Achieved creativity and originality                                  | 2         |  |  |
| 12.Developed alignment of brochure elements                              | 2         |  |  |
| 11. Developed layout and organisation of elements                        | 2         |  |  |
| <b>Sub-Total 4</b>                                                       | <b>18</b> |  |  |
| <b>TASK 5: SUBMISSION OF ART WO</b>                                      |           |  |  |
| Submit your mood board designs in digital file formats PNG and PDF.      | 3         |  |  |
| Submit company's logo design in digital file formats PNG and PDF.        | 2         |  |  |
| Submit the company's business card in digital file formats PNG and PDF.  | 2         |  |  |
| Submit the company's brochure in digital file formats PNG and PDF.       | 3         |  |  |
| Save all the above digital files in a well labelled digital folder well. | 3         |  |  |
| <b>Sub-Total 5</b>                                                       | <b>13</b> |  |  |
| <b>GRAND TOTAL</b>                                                       | <b>80</b> |  |  |
| <b>ASSESSMENT OUTCOME</b>                                                |           |  |  |

|                                                                                                                  |                                            |
|------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| The candidate was found to be:                                                                                   |                                            |
| Competent <input type="checkbox"/>                                                                               | Not yet Competent <input type="checkbox"/> |
| <i>(Please tick as appropriate)</i><br><i>(The candidate is competent if the candidate obtains at least 50%)</i> |                                            |
| <b>Feedback from the Candidate:</b>                                                                              |                                            |
| <b>Feedback to the Candidate:</b>                                                                                |                                            |
| <b>Candidate Signature</b><br><br>_____                                                                          | <b>Date:</b><br><br>_____                  |
| <b>Assessor's Signature</b><br><br>_____                                                                         | <b>Date</b><br><br>_____                   |