

Assessment Form

iUCO83 – Promote products and services to clients in a salon

Name of Learner: _____

This assessment sheet must be completed in full for each learner by the Internal Assessor

- **Conducting the assessment** – The evaluation should be based on the criteria detailed below. The assessor should base their evaluation entirely on the learner’s performance during the assessment exercise; they should remain objective and should not coach or distract the learner during the assessment. Please indicate with a ✓ criteria that are completed successfully, indicating with an × criteria that have not been completed successfully.
- **Once all boxes have been ticked the assessor must place a ✓ in the pass box indicating that the task is complete.**

| Criteria | Assessor’s comments | | | |
|--|---------------------|-----------|-----------|------------------------|
| | Completed | Completed | Completed | |
| Establish the client’s requirements | | | | |
| Introduce services and/or products to the client at a suitable time | | | | |
| Give accurate and relevant information to the client | | | | |
| Identify buying signals and interpret the client’s intentions correctly | | | | |
| Secure agreement with the client | | | | |
| Close the sale | | | | |
| Identify services and/or products to meet the requirements of the client | | | | |
| MCQ Exam Completed | | | | Pass/Merit/Distinction |

Learner name: _____

Learner signature: _____ **Date:** _____

Lecturer/Assessor name: _____

Lecturer/Assessor signature: _____ **Date:** _____

Internal Quality Assurer name: _____

Internal Quality Assurer signature: _____ **Date:** _____

External Quality Assurer name: _____

External Quality Assurer signature: _____ **Date:** _____

(if sampled)

Document History

| Version | Issue Date | Changes | Role |
|---------|------------|-----------------|---------------------------|
| v1 | 03/03/2025 | First published | Development Administrator |