

ADVICE LEAFLET TO PREPARE CANDIDATES FOR WBKA CERTIFICATES INVOLVING PRACTICAL ASSESSMENTS

GENERAL ADVICE

- **Make sure you understand the scope of the syllabus on which you may be assessed. If in doubt seek advice.**
- **Usually an assessment can only select parts of the syllabus but you must prepare yourself for all aspects of the syllabus.**
- **The syllabus will tell you the approximate time the assessment will take. This depends on weather and apiary locations for example.**
- **Prepare a plan to ensure you are prepared in time for the assessment date.**
- **Make sure your bee suit (or protective equipment), gloves, smoker and hive tool are clean.**
- **Carry your additional materials in an organised and easily accessible container.**
- **Make sure the additional materials are clean. Do not use anything that is not scrupulously clean.**
- **Ensure you are confident in your smoker and its use.**
- **Make sure you prepare yourself so that you can see eggs (e.g. you may need a torch to help illuminate the cells, or additional spectacles or a magnifying glass).**
- **Your Assessor(s) really do want you to pass so listen very carefully to what they ask you to do. If you aren't clear, ask for clarification before you start the task or answer the question.**
- **Do not anticipate what the Assessor(s) wants. Only answer the question as posed, not what you think it should be.**
- **If the colony you are examining becomes problematic then methodically close the colony down explaining your reasons for doing so.**
- **The Assessor(s) will not indicate to you whether you have passed or not on the day, but they will inform of the sequence of events following your assessment**
- **They do however want it to be an interesting and hopefully enjoyable occasion**
- **The Assessors will probably wish to leave you as soon as the assessment is finished so do not be upset if your offer of post assessment hospitality is declined.**

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ASSESSMENTS IN YOUR OWN APIARY / EQUIPMENT STORE / EXTRACTING / BOTTLING FACILITIES

- **Make sure you know what the syllabus requires of you.**
- **Confirm the time and place of the assessment.**
- **Usually an assessment can only select parts of the syllabus.**
- **Provide clear instructions to the Assessor(s) on where to meet you. If the weather is inclement on the day the Assessor will probably check with you whether to continue or in extreme circumstances to postpone to another date.**
- **The Assessor has experience in how to work around such situations.**
- **Check whether your facilities meet best practice in beekeeping husbandry. If they don't, be prepared to identify what improvements you could make if questioned.**
- **Remember the Assessor(s) is a guest in your apiary / home.**
- **Offer simple refreshment and the use of toilet facilities.**
- **Ask if a quick description / tour would be helpful. Don't be upset if the offer is declined.**
- **Remove *anything* that does not comply with best practice in beekeeping husbandry and associated techniques. The Assessors will look at everything.**
- **If the syllabus involves microscopy ensure you are well practiced in the use of the microscope ready for the assessment.**
- **Follow the General Advice as above**

ASSESSMENTS USING SOMEONE ELSE'S BEES OTHER THAN YOUR OWN

- **Make sure you know what the syllabus requires of you**
- **Confirm the time and place of the assessment**
- **Equip yourself with clean beesuit (or protective equipment), gloves (you might like to consider disposable gloves), smoker and hive tool**
- **Any other equipment you use must also be scrupulously clean. You may be asked how you clean your equipment or how you have taken steps to prevent any disease in your colonies spreading to the third party apiary.**
- **Follow the General Advice as above**