Level 3 Award in Intelligence Analysis

Qualification Specification

Contents

Introduction

The Level 3 Award in Intelligence Analysis is aimed at candidates with working in an intelligence analysis role, and provides them with a nationally recognised qualification to demonstrate knowledge and competence of the intelligence process.

The awarding organisation for this qualification is ProQual Awarding Body and the regulatory body is the Office of Qualifications and Examinations Regulation (Ofqual).

This qualification has been accredited onto the Regulated Qualifications Framework (RQF).

Qualification Profile

Qualification title	**ProQual Level 3 Award in Intelligence Analysis**
Ofqual qualification number	603/5608/X
Level	Level 3
Total qualification time	55 hours
Guided learning hours	40
Assessment	Pass or fail Assessed and verified by centre staff External quality assurance by ProQual verifiers
Qualification start date	9/3/2020
Qualification end date	31/7/2026

Entry Requirements

There are no formal entry requirements for this qualification.

Centres should carry out an **initial assessment** of candidate skills and knowledge to identify any gaps and help plan the assessment.

Qualification Structure

Candidates must complete the Mandatory unit.

Mandatory Unit		
Unit Reference Number	**Unit Title**	**Unit Level**
K/618/0040	Intelligence analysis	3

Centre Requirements

Centres must be approved to offer this qualification. If your centre is not approved please complete and submit form **ProQual Additional Qualification Approval Application**.

Staff
Staff delivering this qualification must be appropriately qualified and occupationally competent.

Assessors/Internal Quality Assurance
For each competence-based unit centres must be able to provide at least one assessor and one internal quality assurance verifier who are suitably qualified for the specific occupational area. Assessors and internal quality assurance verifiers will normally need to hold appropriate assessor or verifier qualifications, such as:

- Level 3 Award in Assessing Competence in the Work Environment
- Level 3 Award in Assessing Vocationally Related Achievement
- Level 3 Certificate in Assessing Vocational Achievement
- Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practices
- Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practices

Support for Candidates

Materials produced by centres to support candidates should:

- enable them to track their achievements as they progress through the learning outcomes and assessment criteria;
- provide information on where ProQual's policies and procedures can be viewed;
- provide a means of enabling Internal and External Quality Assurance staff to authenticate evidence

Assessment

Candidates must demonstrate the level of knowledge described in the unit. Assessment is the process of measuring a candidate's knowledge and understanding against the standards set in the qualification.

Each candidate is required to produce evidence which demonstrates their achievement of all of the learning outcomes and assessment criteria for the unit.

Evidence can include: -   assignments/projects/reports
                          -     portfolio of evidence

Learning outcomes set out what a candidate is expected to know, understand or be able to do.

Assessment criteria specify the standard a candidate must meet to show the learning outcome has been achieved.

Learning outcomes and assessment criteria for this qualification can be found from page 8 onwards.

Internal Quality Assurance

An internal quality assurance verifier confirms that assessment decisions made in centres are made by competent and qualified assessors, that they are the result of sound and fair assessment practice and that they are recorded accurately and appropriately.

Adjustments to Assessment

Adjustments to standard assessment arrangements are made on the individual needs of candidates.   ProQual's Reasonable Adjustments Policy and Special Consideration Policy sets out the steps to follow when implementing reasonable adjustments and special considerations and the service that ProQual provides for some of these arrangements.

Centres should contact ProQual for further information or queries about the contents of the policy.

Results Enquiries and Appeals

All enquiries relating to assessment or other decisions should be dealt with by centres, with reference to ProQual's Enquiries and Appeals Procedures.

Certification

Candidates who achieve the requirements for qualifications will be awarded:

- A certificate listing the unit achieved, and
- A certificate giving the full qualification title -

    ProQual Level 3 Award in Intelligence Analysis

Claiming certificates

Centres may claim certificates for candidates who have been registered with ProQual and who have successfully achieved the requirements for a qualification. All certificates will be issued to the centre for successful candidates.

Replacement certificates

If a replacement certificate is required a request must be made to ProQual in writing. Replacement certificates are labelled as such and are only provided when the claim has been authenticated. Refer to the Fee Schedule for details of charges for replacement certificates.

Learning Outcomes and Assessment Criteria

Unit K/618/0040
Intelligence Analysis

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Understand the principles that underpin the intelligence process	1.1 Explain the components required to define intelligence
	1.2 Explain how the components of intelligence cycle interact with each other
	1.3 Describe the importance of each of the principles of intelligence
2 Understand the factors contributing to the development of terms of reference for an intelligence analysis product	2.1 Explain the nature of intelligence task requests
	2.2 Summarise the types of problem that can occur in terms of: • timescale • type of product intelligence resource
3 Understand how collection is achieved in intelligence organisations	3.1 Explain the strengths and weaknesses of various collection capabilities: a) imagery intelligence b) human intelligence c) open source intelligence d) measurement and signature intelligence e) personnel and material intelligence f) signals intelligence
	3.2 Produce a collection plan
	3.3 Demonstrate the management of collection sources and agencies
4 Understand how to manage intelligence processing	4.1 Explain the various methods of collating information
	4.2 Explain best practice in collating information
	4.3 Evaluate information for relevance and reliability
	4.4 Display evaluation using various grading systems
5 Understand analytical techniques	5.1 Demonstrate the representation of events over time
	5.2 Explain how temporal factors like weather and cultural anniversaries affect analysis
	5.3 Demonstrate the representation of geospatial data

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
	5.4 Explain the limitations of statistical analysis
	5.5 Demonstrate the analysis of data
	5.6 Demonstrate methods of representing linked entities
	5.7 Demonstrate how to develop a premise, inference and hypothesis
	5.8 Explain how cognitive biases can damage the analytical process
	5.9 Explain how logical fallacies can damage the analytical process
	5.10 Explain what **dialectic** means
	5.11 Explain the role of **fusion** in intelligence analysis
	5.12 Describe various fusion techniques including: • alternative futures analysis • war gaming • red teaming
	5.13 Explain the role of lateral thinking in assessment production
	5.14 Explain the role of analytical techniques in producing assessments
	5.15 Explain the role of indicators and warnings in monitoring a course of action
	5.16 Demonstrate the creation of recommendations from an assessment
6 Understand how to disseminate an intelligence product	6.1 Describe the key principles in disseminating intelligence
	6.2 Demonstrate the different types of dissemination
7 Understand how to work in an intelligence team	7.1 Describe the structure and organisation of an intelligence team
	7.2 Describe responsibilities within the intelligence team

Assessment

This unit requires the workplace assessment of occupational competence wherever practicable. For the knowledge and understanding component of the unit, assessment from a learning and development environment is allowed.

There must be valid, authentic and sufficient for all the assessment criteria. However, one piece of evidence may be used to meet the requirements of more than one learning outcome or assessment criterion.