Moderation Presentation Organisation Guide Moderation Day 1 2023

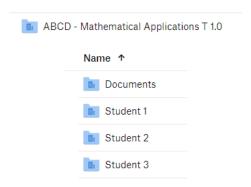


Contents

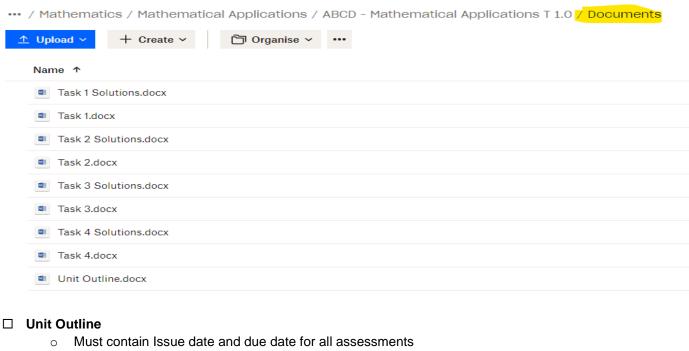
Moderation Folder Organisation:	3
Course Folder:	
Documents Folder:	
Student 1:	
Student 2 or 3:	5
Further Information	

Moderation Folder Organisation:

Course Folder:



Documents Folder:



- VET competencies must match competencies on Assessment Tasks
- ☐ **Task 1** (document and blank rubric/marking scheme)
- ☐ **Task 1** Solutions
- ☐ Task 2 (document and blank rubric /marking scheme)
- ☐ **Task 2** Solutions
- ☐ **Task 3** (document and blank rubric /marking scheme)
- ☐ Task 3 Solutions
- ☐ Task 4 (document and blank rubric /marking scheme) as required
- ☐ Task 4 Solutions as required
- ☐ Other documents relevant to course delivery
 - Conditions Relevant to Assessment (Optional)

NOTE:

- ✓ Weightings as specified in the Unit Outline must match weightings as indicated on **Assessment Instrument Cover Sheets.**
- ✓ Recommended use of ACS Unit Outline Generator and adding needed information as an upload to the document
- ✓ Recommended use of ACS Assessment Cover Sheets
- √ 'Solutions' include answers to all questions/rubric or key for extended answer questions

Student 1:

This should be your top A level student—if this is not –you are required to note this in ACS on the Create Moderation Presentation section or the necessary ISP document



- ☐ Student 1 Individual Student Proforma (ISP)
- ☐ **Task 1** Student work
- □ Task 1 Feedback
- ☐ Task 2 Student work
- □ Task 2 Feedback
- ☐ **Task 3** Student work
- □ Task 3 Feedback
- ☐ **Task 4** Student work (as required)
- ☐ Task 4 Feedback (as required)

NOTE:

- ✓ Grades and Marks on ISP must exactly match Grades and Marks on student work
- ✓ All student work and feedback must have the same identification (name or student number)
- ✓ Audio Visual evidence must be provided for all oral presentations and performance tasks (See Moderation Guidelines for course specific requirements)
- ✓ Digital images or videos are saved as .mp4 or .jpeg to avoid issues with access
 - Links to Google drives/sites, etc and storage are not advised unless accessible by all reviewers (submitting college to ensure access)
- ✓ Documents uploaded as .pdf or .doc to avoid issues with access
- ✓ Scanned work is legible and clear
- ✓ Digital evidence **must be** provided for all practical work (See Moderation Guidelines)

/ Platriematics / Platriematical Applications / Abob - Platriematical Applications 1.0 / Student 1					
<u>↑ Upload ∨</u> + Create ∨	<u> ↓ Download</u>	☑ Open in ∨	Delete	•••	
Name ↑					
Student 1 ISP.docx					
Task 1 Feedback.docx					
Task 1.docx					
Task 2 Feedback.docx					
Task 2.docx					
Task 3 Feedback.docx					
Task 3.docx					
Task 4 Feedback.docx					
Task 4.docx					

Student 2 or 3:

Depending on your subject area, Portfolio 2 should be your top C level student— if this is not –you are required to note this in ACS on the Create Moderation Presentation section or the necessary ISP document (See student 1 example)

☐ The portfolio should contain same information as Portfolio 1 for the relevant student.

Number of portfolios per course

Subject	Portfolio numbers per semester					
	More than 9 students enrolled	5-9 students enrolled	4 or less students enrolled			
Mathematics	3 per course*	2 per course*	1 per course			
English	(A, B and C)	(A and C)	(Highest grade)			
Visual Art						
Photography	1 per course	1 per course	1 per course			
Media	(Highest grade)	(Highest grade)	(Highest grade)			
Fashion & Textiles						
All Other Subjects	2 per course (A and C)	2 per course (A and C)	1 per course (Highest grade)			
C Course	1 per course	1 per course	1 per course			
M courses – are only submitted where there are 3 or more students in the course. See All Othe Subjects above if this is the case						
*Contemporary English and Mathematics submit a maximum of 2 presentations only						

Further Information

Further information can be found in the *Requirements for Moderation Day* document and *How To* videos at Moderation Information for Teachers on the BSSS website.

https://www.bsss.act.edu.au/information_for_teachers/quality_assurance/moderation_information_for_teachers