

Validation and Moderation Plan

VETTRAK (Student Management System)

Staff allocated account

Induction Letter

ShowUnitCrossTab Report replicates unit(s) staff is required to deliver and assess

Create CSV files

Import CSV files to Staff Management System to create account and Validation/Moderation lists



Staff Management System (Performance Plus)

Access to and validate:

- Training and Assessment Strategy (TAS) with access to the Unit of Competence
- Assessment Matrix
- Recognition
- Online
- Assignment
- Third Party Report with Benchmarking
- Skills Sheets with Benchmarking
- Answers
- Assessment Cover Sheet
- Moderate submitted student work utilising Resulting Procedure



Executive Officer

Manages registers

Collates suggestions

Tables suggestions to appropriate focus group (Internal)

Tables suggestions to appropriate focus group (Industry)

Actions continuous improvement

Resets for new academic year