

# 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

Staff access set up in aNewSpring



## Staff Management System

A:\RTO\OnServer

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