TAEPDD501
Maintain and enhance professional practice

TAE50116 Diploma of Vocational Education and Training

Week 3, 2019

Version March 2019

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Today's agenda

- Presentations
  - Assessment Task 1, Part C
  - Assessment Task 2, Part B
- Clarify TAEPDD501 assessment requirements
- Introduce the TAEASS501 unit
  - Assessment systems and processes
  - TAEASS501 assessment requirements

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In summary

- Leadership: model high standards of performance
- Compliance with the Standards for RTOs
- Professional development cycle
  - Determine development needs
  - Develop PD plan
  - Participate in PD activities
  - Document PD activities
  - Evaluate professional practice

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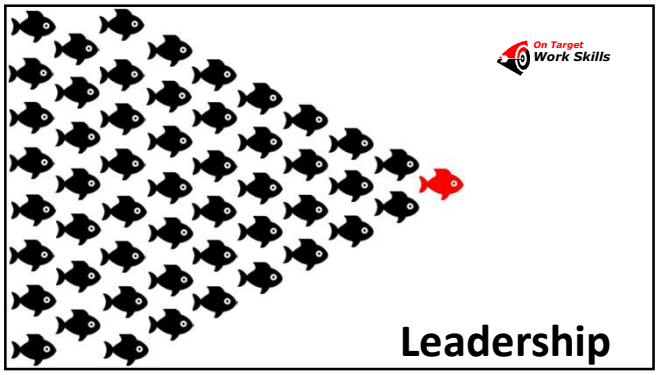

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Introduction to TAEASS501 unit

TAEASS501 Provide advanced assessment practice

- Terminology
  - What is a system?
  - What is a process?
- Assessment system and processes
- Overview of TAEASS501 Assessment tasks

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Terminology

WIKIPEDIA
The Free Encyclopedia

- What is a system?
  - A system is a group of interacting or interrelated entities that form a unified whole
- What is a process?
  - A process is a collection of related, structured activities or tasks by people or equipment which in a specific sequence produce a service or product

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Assessment system components

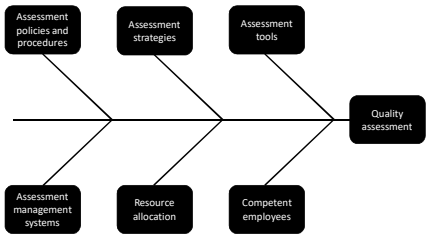

Image: On Target Work Skills © 2019

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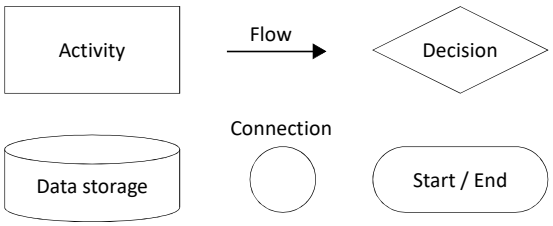
Flowchart symbols



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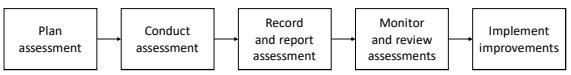
Simple flowchart



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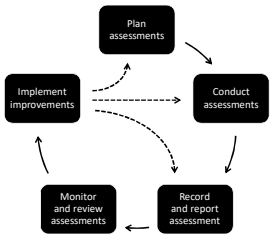
Assessment system processes



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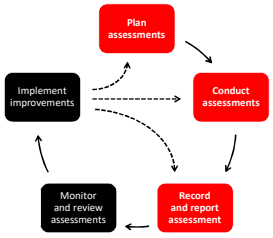
Assessment system processes



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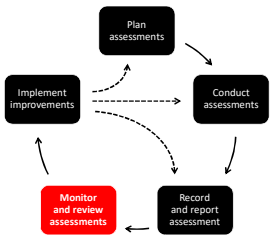
Assessment system processes



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Monitor and review processes

- Internal and external audits
- Analysis of performance feedback
  - Complaints and appeals
  - Feedback and suggestions for improvement from learners, assessors and RTO administrators
- Assessment validation
- Assessment moderation

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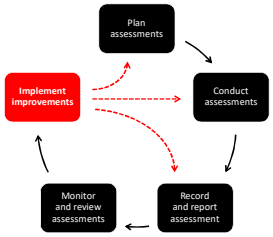
Assessment system processes



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TAEASS501 Assessment tasks

Assessment	Assessment title	Deliverable
Task 1	Assessment practice	Practicum
Task 2	Assessment system and processes	• Report (Word document) • Copy of your RTO's 5 year validation schedule • Copy of your RTO's moderation procedure or process (used as part of Task 3, Part 2)
Task 3	Assessment moderation (presentation)	• Notes for PD session (Word document) • PowerPoint slides • Handout given to participants • Completed feedback forms from participants • Completed observation form from your TAE assessor • Feedback on improvements of assessment practices and process (Word document)
Task 4	Moderation process	• Report (Word document) • Three third party verification forms (3 different colleagues in your RTO) • Verification by RTO Authorised Officer or delegate

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TAEASS501 Assessment Task 2

- Planning assessment
- Conducting assessment
- Finalising assessment
- Monitoring and review
  - Organisation
  - Group of assessors
- Implementing improvements
- Attachments must include:
  - Copy of your RTO's 5 year validation schedule
  - Copy of your RTO's moderation procedure or process

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Before next training session

- Submit your evidence for TAEPDD501 by 17 April
- Read:
  - TAEASS501 Learning Guide
  - TAEASS501 Assessment Task Workbook
- Write your report and gather attachments for TAEASS501 Assessment Task 2
- If you have completed the above tasks, research and write report for TAEDEL502 Assessment Task 1

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Final question

What has been the one most important thing you have learnt from today's training session?

Alan Maguire

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