2016 CHECKLIST

UNIVERSITY POLICY ON: ASSESSMENT

Use this list to check how you’re tracking

IN MY UNIT:

☐ Assessment is fair, integral, valid and efficient

☐ Assessments are criterion referenced

☐ A rubric or marking scheme is published to students & used by my teaching team

☐ Late submissions lose 5% per day & receive zero after 7 days

☐ Anonymous marking is used wherever possible & practical

☐ Negative marking is not permitted

☐ Moderation is used to ensure consistent marking

☐ Students receive feedback within 15 University working days

☐ Generic exam feedback is provided

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IMPLEMENTATION PHASES

UNIVERSITY POLICY ON: ASSESSMENT

Some aspects of the policy are implemented gradually. Here's what you need to do now for those sections and where you need to be by 1 January 2018.

NOW

Faculty, School, or Discipline based arrangements for submission of assignments continue

Changes to Unit Outlines must be publicised via student email

Faculties must ensure that all unit outlines are available online at no cost to students (and in hard copy, if requested)

University Policy on Academic Conduct applies - text matching software may be used to indicate a breach

BY 2018

All text-based summative assessment must be digitally submitted via the LMS

Once the Unit Outline is published, changes must be communicated via email and LMS

Unit outlines must be published via the LMS

Text-based summative assessment items must be passed through text-matching software

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<td>Each 6-pt unit must use 2-3 summative assessment items of different methods, each worth 10-70% of the unit's final mark. Group assessments where individual marks can't be distinguished are limited to 30% (and everyone gets the same mark)</td>
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Please note: most of the policy is currently in effect. These are only the sections with implementation notes - not a complete list of what you should be doing now!

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