

MARKING COORDINATOR MEETING

DATE	Friday 10 August 10:00 am – 3:00 pm
VENUE	The Grange, Campbell Town
ATTENDEES	TASC Marking Coordinators TASC – Katrina Beams, Fiona Lowenthal, Melissa Pollard, Gina Porter

TIME	AGENDA
10:00 am – 10:15 am	Arrival and coffee
10:15 am – 10:30 am	Welcome and meeting overview
10:30 am – 11:00 am	Hot topics discussion
11:00 am – 12:30 pm	Logistics including employment of Markers, marking loads, marking timeframes, venues
12:30 pm – 1:00 pm	Lunch
1:00 pm – 1:30 pm	Assessment panels
1:30 pm – 2:15 pm	Quality assuring the marking process – learning area discussions Sharing best practice
2:15 pm – 2:45 pm	Quality assurance Including mentoring of new Markers, provision of feedback
2:45 pm – 3:00 pm	Final discussion and meeting close