

# QUALITY ASSURANCE MEETING

## COMPUTER GRAPHICS AND DESIGN - FOUNDATION LEVEL 2, CGD215118

### Quality Assurance Method (as stated in the accredited course document):

*Each provider will submit nominated computer graphics products from content area 1 or 2 of the course from a range of students to an annual meeting of all providers and, whenever possible, other expert stakeholders. The work, while not necessarily fully resolved, will be assessed by the provider against a range of nominated assessment criteria and the overall award. TASC will give each provider guidance regarding the selection of students.*

*Each body of student work that providers submit to the meeting should include sufficient and appropriate material for judgements to be made about the student's standard of ICT skills.*

*The review meeting will give advice about the provider's assessment standards. Providers are expected to act on this advice.*

### Quality Assurance Requirements:

Each provider will submit **four (4)** bodies of student work

Each body of work will comprise a computer graphics design project including:

- a study proposal (if the selected project was student directed)
- the design brief
- documentation of the design process
- the final product (which may not be fully resolved).

It is the provider's responsibility to ensure that any equipment required to view student work (e.g. a laptop and/or specific software) is made available at the meeting.

Each body of work will be of a size/scope that can be assessed (not corrected or marked) in a reasonable amount of time (e.g. no more than 15 minutes per body of work).

In its totality the body of work will supply sufficient evidence for:

- assessment against the nominated criteria on the Record Sheets
- judgements to be made about the learner's standard of ICT skills.

The bodies of work to be submitted to the meeting will represent:

- 2 at borderline SA / PA award
- 1 at the clear overall standard of an HA award
- 1 at the clear overall standard of a CA award.

In cases where this range is not available four samples are still required if four or more students are enrolled. Samples may be selected from what is available.

Record sheets for this course are provided below. These must be printed by the provider, completed as indicated, and attached to the bodies of student work. General information regarding the nature of bodies of student work and completion of record sheets is available via the website page:

<https://www.tasc.tas.gov.au/providers/quality-assurance/quality-assurance-meetings-2/>

The bodies of student work and associated Record Sheets must be brought to the meeting by an appropriate teacher who will participate in the quality assurance process.

Providers are responsible for costs associated with the provision of materials and teacher attendance at the quality assurance meeting.

### Meeting Details:

Venue, date and time information is available at the webpage: <https://www.tasc.tas.gov.au/providers/quality-assurance/quality-assurance-meetings-2/>

# PROVIDER RECORD SHEET

Computer Graphics & Design - Foundation  
Level 2, CGD215118

Identification:

Provider	
Student TASC ID Code	
Student Name	

Provider Assessment:

Nominated Criteria	Provider Rating
1. collect, organise, and apply information	
3. generate and communicate ideas using a variety of graphic techniques	
4. identify and utilise elements and principles of design	
7. use digital technologies to create content	
<p style="text-align: right;">Overall Award</p> <p>(Refer to <i>Quality Assurance Meetings Information Document</i>, page 10, at <a href="https://www.tasc.tas.gov.au/providers/quality-assurance/quality-assurance-meetings-2/">https://www.tasc.tas.gov.au/providers/quality-assurance/quality-assurance-meetings-2/</a>)</p>	

NOTE: the ratings and overall award are for the **whole body of work**. The tasks that make up body of work are **not** to be given separate ratings/awards.

All parts of this form are to be completed by the provider and be presented with the student's body of work.

# MEETING RECORD SHEET

Computer Graphics & Design - Foundation  
Level 2, CGD215118

Identification:

Provider	
Student TASC ID Code	
Student Name	

The above part of this form is to be completed by the provider and be presented with the student's body of work behind the Provider Record Sheet.

Meeting Assessment:

Nominated Criteria	Meeting Rating Round 1	Meeting Rating Round 2
1. collect, organise, and apply information		
3. generate and communicate ideas using a variety of graphic techniques		
4. identify and utilise elements and principles of design		
7. use digital technologies to create content		
Overall Award		

Comments from meeting: