

# QUALITY ASSURANCE MEETING TIMETABLE - SEPTEMBER 2020

Date	Course	Details	Required Participation
Thursday 3 September	<i>Workplace Maths</i>	Scanned copies of student work and associated cover sheets due to TASC via TRACS.	Individual providers in the southern region contacted by TASC with attendance at physical meetings <u>not</u> required.
Monday 7 September	<ul style="list-style-type: none"> <li>• <i>Tasmanian Aboriginal Studies</i></li> <li>• <i>Religion in Society</i></li> <li>• <i>Introduction to Sociology and Psychology</i></li> <li>• <i>Legal Studies – Foundations</i></li> <li>• <i>History and the Environment</i></li> </ul>	Scanned copies of student work and associated cover sheets due to TASC via TRACS by noon.	All providers of these courses.
Tuesday 8 September	<i>English Foundations</i> (Southern Regional Meeting)	Hobart - Professional Learning Institute (9 Timsbury Rd, Glenorchy) 10.30 am – 3.30 pm	All providers in the region.
Tuesday 8 September	<i>English Applied</i> (Northern Regional Meeting)	Launceston – The Tramsheds (4 Invermay Rd, Invermay) 10.30 am – 3.30 pm	All providers in the region.
Wednesday 9 September	<i>Computer Graphics and Design – Foundation</i> (Statewide Meeting)	Launceston – The Tramsheds (4 Invermay Rd, Invermay) 10.30 am – 3.30 pm	All providers.
Wednesday 9 September	<i>English Applied</i> (North West Regional Meeting)	Devonport – Riverview Room, Argosy Motor Inn (221 Tarleton St. East Devonport) 10.30 am – 3.30 pm	All providers in the region.
Thursday 10 September	<i>Media Production – Foundations</i> (Statewide Meeting)	Launceston – The Tramsheds (4 Invermay Rd, Invermay) 10.30 am – 3.30 pm	All providers.
Thursday 10 September	<i>Workplace Maths</i> (Southern Regional Meeting)	Hobart - Professional Learning Institute (9 Timsbury Rd, Glenorchy) 10.30 am – 3.30 pm	All providers in the region <u>except</u> those individually notified by TASC that attendance is <u>not</u> required.
Thursday 10 September	<i>Workplace Maths</i> (North West Regional Meeting)	Devonport – Riverview Room, Argosy Motor Inn (221 Tarleton St. East Devonport) 10.30 am – 3.30 pm	All providers in the region.
Friday 11 September	<i>Introduction to Sociology and Psychology</i>	Meetings via MS Teams (online) 9 am – 12 pm	All providers. TASC will allocate each to an assessment group for electronic meetings, with bodies of work available for prior viewing.

# Quality Assurance Meeting Timetable - Week 2

Date	Course	Details	Required Participation
Monday 14 September	<i>Legal Studies – Foundations</i>	Meetings via MS Teams (online) 9 am – 12 pm	All providers. TASC will allocate each to an assessment group for electronic meetings, with bodies of work available for prior viewing.
Monday 14 September	<i>Workplace Maths</i> (Northern Regional Meeting)	Launceston – The Tramsheds (4 Invermay Rd, Invermay) 10.30 am – 3.30 pm	All providers in the region.
Tuesday 15 September	<i>English Applied</i> (Southern Regional Meeting)	Hobart - Professional Learning Institute (9 Timsbury Rd, Glenorchy) 10.30 am – 3.30 pm	All providers in the region.
Tuesday 15 September	<i>Work Readiness</i> (Statewide Meeting)	Launceston - The Tramsheds (4 Invermay Rd, Invermay) 10.30 am – 3.30 pm	All providers.
Wednesday 16 September	<i>History and the Environment</i>	Meetings via MS Teams (online) 9 am – 12 pm	All providers. TASC will allocate each to an assessment group for electronic meetings, with bodies of work available for prior viewing.
Wednesday 16 September	<i>English Foundations</i> (North <u>and</u> North West Regional Meeting)	Devonport – Riverview Room, Argosy Motor Inn (221 Tarleton St. East Devonport) 10.30 am – 3.30 pm	All providers in the North <u>and</u> North West regions.
Wednesday 16 September	<ul style="list-style-type: none"> <li><i>Tasmanian Aboriginal Studies</i></li> <li><i>Religion in Society</i></li> </ul>	Completed Meeting Record Sheets due to TASC	All providers of these courses.

## NOTATIONS:

- Due to the current COVID situation TASC has minimized the number of physical meetings to be held.
- Meetings for *Art Practice*, *Visual Art* and *English as an Additional Language or Dialect Level 2* have been cancelled for 2020.
- Physical meetings will be held at venues where appropriate social distancing can be achieved.
- For all meetings (physical and electronic) providers of the course are required to be represented by a teacher. If your school/college wishes to send more than one representative please contact TASC to discuss this: physical venues have limited capacity; and electronic meetings require prior allocation of attendees.
- In the case of *Workplace Maths* (Southern Region) some providers will be asked by TASC not to physically attend due to limits on venue capacity. These providers will send bodies of work to TASC by 3 September so that TASC can include them for assessment at physical meetings.
- Refreshments and light lunches will **not** be provided at meetings this year due to concerns regarding hygiene (e.g. the sharing of plates of sandwiches). Attendees are asked to please ensure that they bring their own food and drinks.
- Those meetings noted as being held via electronic means (*Introduction to Sociology and Psychology*, *Legal Studies – Foundations*, and *History and the Environment*) will use the Microsoft Teams system. Student work and associated cover pages will be due to TASC via TRACS by noon on 7 September in order to allow us time to check the materials, allocate them to small groups and upload these to Teams. We hope to have this completed in time for pre-meeting viewing of the materials. Please ensure that your representative has access to the Teams system for the required date/times. Details regarding meeting group allocation will be sent to each provider via TRACS.
- Because of the limited number of providers of *Tasmanian Aboriginal Studies* and *Religion in Society* schools/colleges delivering these courses will submit materials to TASC via TRACS by noon on 7 September. The materials will be sent by us to schools for out-of-meeting assessment (i.e. no physical or electronic meetings for these courses). Assessments will be sent to TASC by 16 September.