

TASC FORUMS 2020

November 11 – Update



OFFICE OF TASMANIAN
ASSESSMENT, STANDARDS
& CERTIFICATION

Agenda

NEW ITEMS

Accessing Exam Papers

Internal Ratings – Level 3 and 4 verification period currently open

Exam Centres – Supporting Students

Setting Examiners – 2021 EOLs opening soon

QUERIES RELATED TO PREVIOUSLY SHARED ITEMS

GENERAL QUERIES



OFFICE OF TASMANIAN
ASSESSMENT, STANDARDS
& CERTIFICATION



EXAM PAPER ACCESS 2020

- Examination papers will be published online within three working days (at the latest) of the exam session.
They will be located on the relevant course page, under the supporting documentation tab.

[TASC Courses](#)

- Hardcopies of the exam papers (located at exam centres) will be released on the last day of the exam period – 19 November.



INTERNAL RATINGS

Level 3 and Level 4 – verification period is now open

- Reminder that all **corrections** must be made by the teacher in TRACS (independent and Catholic schools) or SARIS (DoE schools)
- Verification period closes **Wednesday 18 November**.

Level 1, 2 and Preliminary Courses

- Level 1, 2 and Preliminary internal ratings are due to TASC by **COB Thursday 19 November**
- Internal ratings verification period for Level 1, 2 and Preliminary courses **Monday 23 – Friday 27 November**.

TASC 2020 Medical Certificates

- Please remind students and parents that the [TASC Medical Certificate](#) is the only medical certificate accepted by TASC and must be used by students if they are unable to attend an exam due to illness or emergency.
- [What to do in case of illness and emergency during the examination period](#)
- TASC will accept medical certificates if a student is unable to attend an exam due to undertaking a COVID-19 test.
- An email will be provided to the student's registered email address confirming that the medical certificate is accepted (following review of the application).



TASC 2020 Medical Certificates

COVID-19 TEST - MEDICAL CERTIFICATES

- Follow advice from [Public Health](#)
- Submit the [TASC Medical Certificate](#) to TASC
- Isolate until results of the test are received
- Students are not *expected* to sit a schedule exam on the day of receiving their results
- Students are *expected* at exams scheduled from the day after receipt of a negative test
- If a student is still unwell and unable to sit scheduled exams they should make an appointment with a GP and have the GP submit an additional TASC Medical Certificate



EXAM CENTRES – SUPPORTING STUDENTS

To lessen the anxiety felt by students, their parents/guardians please ensure that the following is known and understood by school-based staff:

COVID-19 Safe Practices for exam centres

- TASC has not placed any additional layers on the COVID-19 safety requirements information shared is current Public Health advice for schools
- please clarify with school-based staff that TASC are not ‘offering’ or ‘providing’ COVID-19 advice
- TASC are following the current Public Health advice to ensure that the exam centres remain safe for students, staff and TASC staff



SETTING EXAMINERS FOR 2021

- TASC will begin advertising for 2021 Setting Examiners in the next TASC update published on **24 November**.



TASC – Drop-in Sessions

- Upcoming principal and TLO forums

Are there any particular topics that schools would like additional information on?

Drop-in sessions to ask any questions and/or request support.

- Wednesday 18 November 2020 3:00pm – 4:00pm
[Join Microsoft Teams Meeting](#)

GENERAL QUERIES

PREVIOUSLY PUBLISHED SLIDES



STUDENT RESULTS – ‘null results’ query

Question:

If a no results are entered for a student - does this appear as a NN on their certificate or does the subject not appear at all?

Answer:

The subject does not appear on the result's results profile.



PRELIMINARY ACHIEVEMENT (PA) GUARANTEE FOR 2020

PA Guarantee Information Sheet has been updated with examples and talking points from the previous TASC forum.

Link to access the updated document [TASC - Preliminary Achievement Guarantee Information Sheet with examples.](#)

PRELIMINARY ACHIEVEMENT (PA) GUARANTEE FOR 2020

The Preliminary Achievement Guarantee:

- is designed to support students who are finding their courses particularly challenging
- applies to courses with external assessments where students are expected to demonstrate their knowledge and skills under pressure in a time critical environment, such as written exams, oral exams, performances and presentations
- applies to students who sit their exams, and are 'tracking towards' at least a PA.

PRELIMINARY ACHIEVEMENT GUARANTEE FOR 2020

Schools and TASC have been working together to keep end-of-year external assessments on track for 2020 and to provide current Year 11 and 12 students with the support needed to ensure they are not further disadvantaged as a result of the challenges COVID-19 has presented them with this year.

We have introduced the Preliminary Achievement Guarantee for students who are not on track to achieve a result of Satisfactory Achievement (or higher) in TASC accredited courses.

What is the Preliminary Achievement Guarantee for 2020?

- The Preliminary Achievement (PA) Guarantee is designed to support students who are finding their courses challenging after a disruptive year of study due to the pandemic.
- For those Year 11 and 12 students who are tracking towards Preliminary Achievement (partial attainment of the course objectives/criteria) they will receive at least a PA if they sit assessments).
- This PA Guarantee means that these students are guaranteed to not go backwards (they won't be awarded a lower result) if they sit their exam, and it provides encouragement to keep on working towards achieving their goals.
- By sitting their exams students are giving themselves the opportunity to fully demonstrate their knowledge, and they may possibly do even better than a PA.
- It is a way to support students during what has been a challenging and uncertain year by ensuring they are awarded at least a PA.

PRELIMINARY ACHIEVEMENT (PA) GUARANTEE FOR 2020

The PA Guarantee **does not**:

- apply to assessments where students prepare their external assessment work throughout the year, with support from their school
- guarantee students an award of Satisfactory Achievement or higher
- apply to Level 1 or Level 2 courses
- need to be applied if a student achieves a PA on their own.

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- By sitting their exams students are giving themselves the opportunity to fully demonstrate their knowledge, and they may possibly do even better than a PA.
- It is a way to support students during what has been a challenging and unprecedented year, by ensuring they are awarded at least the PA that they have already demonstrated in their year, as well as having the opportunity to improve their results.
- The results and qualifications achieved in 2020 will be just as meaningful and representative of a young person's achievements as any other year.

How will a student know if they are eligible for the Preliminary Achievement Guarantee?

- If a student's internal ratings (assessed by their school throughout the year) are on track to achieve at least a PA, they will be eligible for the Preliminary Achievement Guarantee.

PRELIMINARY ACHIEVEMENT (PA) GUARANTEE FOR 2020

Modelling based on 2019 data:

	Awarded an NN (failure)	Would receive a PA under the Guarantee
Candidates	179	53
Students	162	49

PRELIMINARY ACHIEVEMENT (PA) GUARANTEE FOR 2020

Factors informing whether a student is 'on track' to achieve a PA

- The minimum number of C's required for a PA in the particular course.
- The students internal ratings (the number of C's (or above) achieved).
- The criterion for which the internal C's (or above) were achieved.

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- It is a way to support students during what has been a challenging and unprecedented year, by ensuring they are awarded at least the PA that they have already demonstrated in their year, as well as having the opportunity to improve their results.
- The results and qualifications achieved in 2020 will be just as meaningful and representative of a young person's achievements as any other year.

How will a student know if they are eligible for the Preliminary Achievement Guarantee?

- If a student's internal ratings (assessed by their school throughout the year) are on track to achieve at least a PA, they will receive a PA in their end-of-year external assessment.

Example 1: Economics (ECN315116)

A student's final award is determined from 12 ratings in total, over seven criteria:

- 7 ratings from the internal assessment
- 5 ratings from external assessment, comprising of a written exam only

To achieve a PA, a student must receive at least six 'C' ratings. If a student is 'on track' to achieve a PA, the PA Guarantee will apply.

	Internal criterion ratings							Projected Result	Guarantee Applies?
	1	2	3	4	5	6	7		
Student 1	t	t	t	C	C	C	t	On track to achieve 5 'C' ratings	No
Student 2	t	t	C	C	C	t	t	On track to achieve 6 'C' ratings	Yes
Student 3	t	t	t	C	C	C	C	On track to achieve 6 'C' ratings	Yes
Student 4	B	t	C	C	C	t	B	On track to achieve 6 'C' and 3 'B' ratings	Yes

Shaded criteria are assessed externally

Example 2: Housing and Design (HDS315118)

A student's final award is determined from 13 ratings in total, over seven criteria:

- 8 ratings from the internal assessment
- 5 ratings from external assessment, comprising:
 - a written exam (criteria 3 and 4)
 - a folio (criteria 6, 7 and 8)

To achieve a PA, a student must receive at least six 'C' ratings. If a student is 'on track' to achieve a PA, the PA Guarantee will apply.

	Internal								External			Projected Result	Guarantee Applies?
	1	2	3	4	5	6	7	8	6	7	8		
Student 1	t	t	t	C	C	C	t	t	C	t	t	5 'C' ratings	No
Student 2	C	t	t	t	C	C	C	C	t	t	t	5 'C' ratings	No
Student 3	t	t	C	C	C	C	t	t	t	t	t	6 'C' ratings	Yes
Student 4	t	t	C	C	t	t	t	t	C	C	t	6 'C' ratings	Yes

Yellow shaded criteria are assessed externally via written exam

Blue shaded assessed externally via folio

QUESTIONS

COVID-19 – EXTERNAL ASSESSMENT CONTACT TRACING

COVID-19 Safe planning – 2020 End of Year Assessments

- TASC is required to maintain attendance records for all attendees in exam and assessment centres.
- Digital attendance records will be maintained by TASC supervisors and Marking Coordinators for TASC sessional employees.
- Level 3 and 4 students – student phone numbers must be updated in the relevant systems (TRACS or Edupoint).
Schools please cross-reference data to ensure there is a phone number for all students completing an external assessment.
Encourage all students to register an email address.



EXAM CENTRE – ATTENDANCE

Students attending an exam centre that is not their home school:

- must arrive at the exam centre 20 minutes prior to their scheduled examination time
- must report to the Main Administration Office to complete any required documentation (i.e. health screen form)
- must follow all instructions from the hosting school/exam centre.

TASC is contacting schools whose students are being hosted by exam centres to outline possible COVID-19 related processes.

TASC will provide a report to exam centres providing schools and students who will be hosted.



RELEASE OF TASC EXAMINATION PAPERS

- Physical exam papers will be released by TASC Exam Supervisors on the end of the last day of the exam period in 2020.
- TASC will publish materials relating to each exam by close of business on the day the last candidate has completed their exam.
- This important change is due to a examination clash resolutions and some Reasonable Adjustments.



ADDITIONAL QUERIES RELATED TO THE FOLLOWING TOPICS?

- COVID-19 Safe End of Year Assessments
- Final Internal Ratings
- External Assessment
- Paper based safety net tests
- Communications
- 2020 Support for Students
- TCE standards – planning for future education and training standard
- VET recognition for TCE certification

QUESTIONS

COVID-19 SAFE EXAM CENTRES

COVID-19 Safe planning – 2020 End of Year Assessments

- COVID-19 Safe Plan for Assessment Centres
- outlines how TASC will implement the public health advice for exam/assessment centres

COVID-SAFE PLANNING 2020 END OF YEAR ASSESSMENTS

This document contains the following:

1. COVID Safe Plan for Assessment Centres

Context

The Tasmanian Government requires workplaces to have [COVID-19 Safety Plans in place by 15 June 2020](#). This document contains COVID-Safe Plans developed by TASC to support the safe delivery of activities related to 2020 end of year assessments, including in-person assessment centres held at 26 school sites across Tasmania (Government and non-Government schools).

Key terms

- **Staff** refers to any people employed by TASC for any purpose, and includes short term contract employees (eg markers and exam invigilators)

Roles and responsibilities

TASC	Schools/ marking venues	Assessment centre staff	Students
<ul style="list-style-type: none">• Completing and monitoring COVID-19 Safety Plans for end of year assessment activities• Coordinating with schools and Public Health for input and advice on safety planning as appropriate*• Communicating key updates, safety messages and staff expectations and supports to your unit/team• Record keeping as appropriate	<ul style="list-style-type: none">• Continuing to conduct routine cleaning in line with COVID-19 requirements• School's COVID-safe Plan extends to the exam centre, i.e. health screening forms	<ul style="list-style-type: none">• Staying home when sick• Exercising appropriate hand and respiratory precautions• Monitoring hand sanitiser supplies• Following all reasonable guidance and direction given by TASC and/or venue to support COVID-safety• Reporting any concerns regarding COVID-safe practices to Naomi Colbeck TASC Support and Liaison Officer	<ul style="list-style-type: none">• Staying home when sick and obtaining medical certificate• Exercising appropriate hand and respiratory precautions• Following all reasonable guidance given by TASC staff

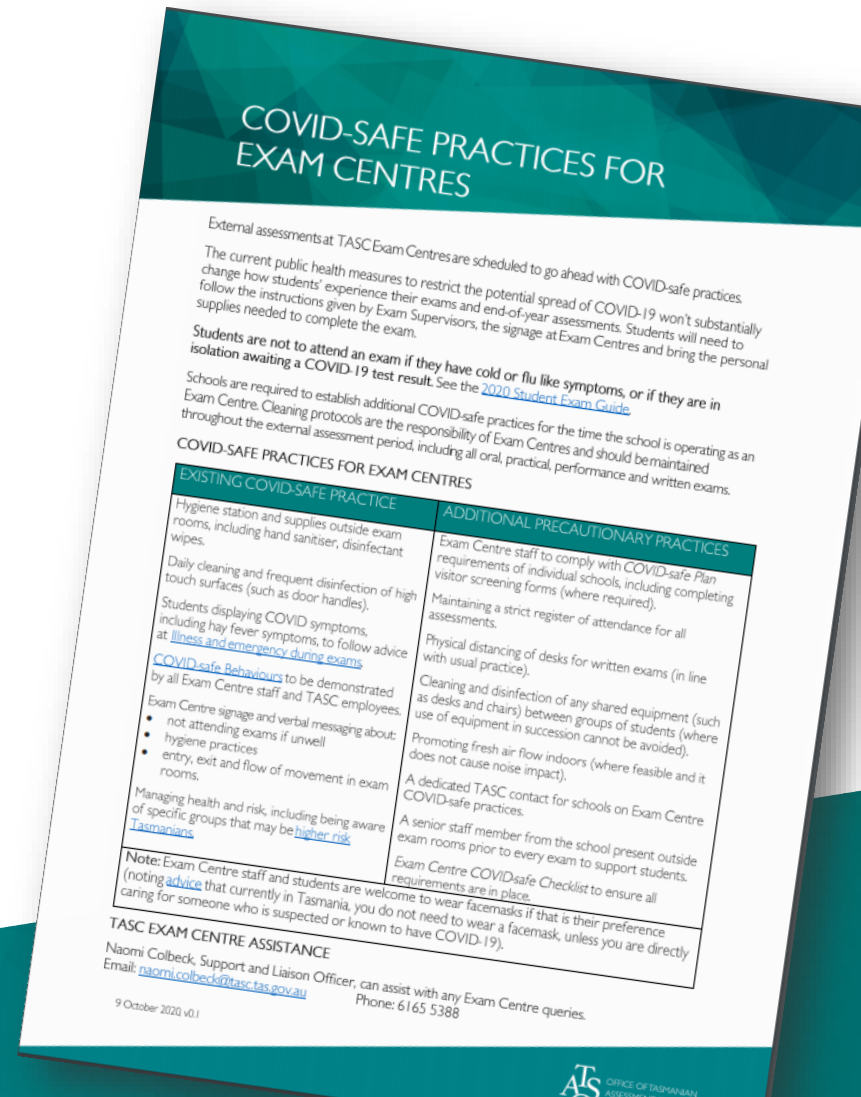
*DoE will assist with liaison with Public Health and schools where appropriate.

COVID-19 SAFE EXAM CENTRES

COVID-19 Safe Practices for Exam Centres Information Sheet

- emailed to all principals and TLOs
- available on the TASC website

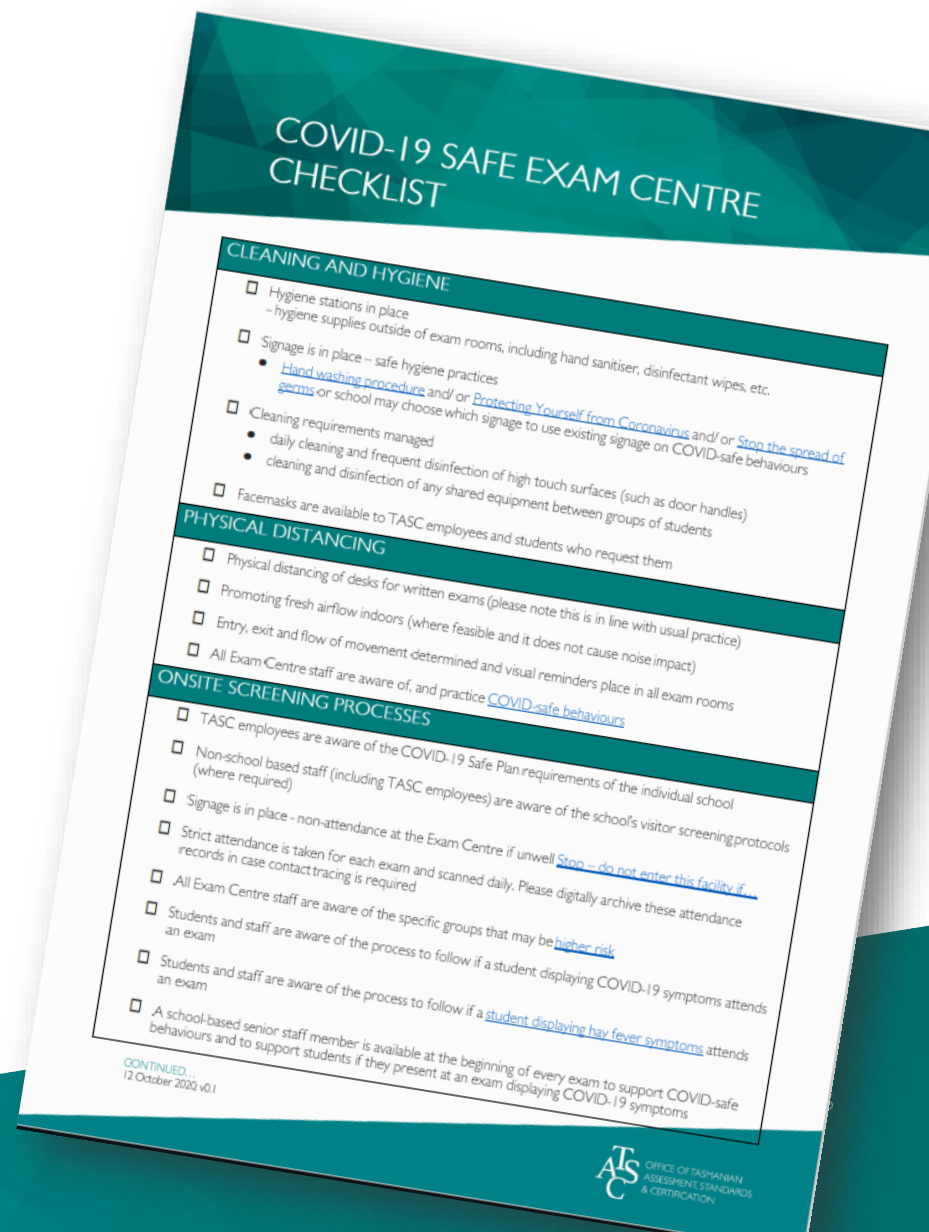
COVID-19 Safe Practices for Exam Centres Information Sheet



COVID-19 SAFE EXAM CENTRES

COVID-19 Safe Exam Centres Checklist

- provided to TASC supervisor coordinators
- will be provided to the exam centre COVID-19 contact, principals and TLOs



COVID-19 SAFE EXAM CENTRES

- COVID-safe Behaviours

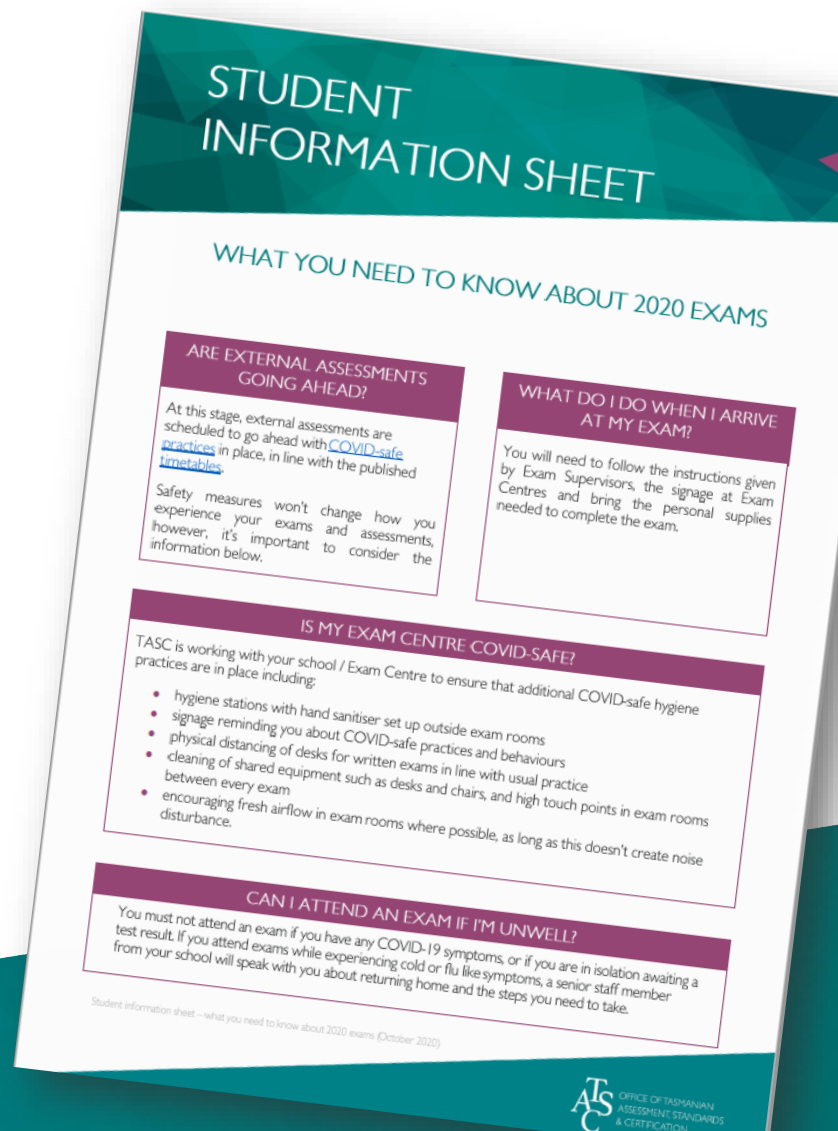


COVID-19 SAFE EXAM CENTRES

Student Information Sheet – What you need to know about 2020 Exams

- available on the TASC website
- provided to principals and TLOs via email on Monday 19 October
- will be emailed to all level 3 and 4 students who have registered an email with TASC

Student Information Sheet



2020 TASC MEDICAL CERTIFICATES

- arriving at the exam centre with [COVID-19 like symptoms](#)
- advice regarding [Hay fever and COVID-19 symptoms](#)
- [TASC Medical Certificate](#)

TASC OFFICE OF TASMANIAN ASSESSMENT, STANDARDS & CERTIFICATION

2020 SENIOR SECONDARY EXTERNAL ASSESSMENT MEDICAL CERTIFICATE

Complete this form if you are seeking exemption from an exam, either in whole or part. It will be used as evidence towards your application to have derived exam ratings applied to your results.

SECTION A CANDIDATE DETAILS (to be completed by the candidate)

TASC ID code

Family name Given names

Address Postcode

Email address

Contact number(s)

Externally assessed courses you are applying for derived examination ratings

DATE OF EXAM	COURSE CODE	COURSE NAME	PRACTICAL OR WRITTEN?	DID YOU ATTEND THE EXAM? (Y/N)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Candidate Declaration

I declare that, to the best of my knowledge, all the information given on this form (and attachments) is correct. I authorise the medical practitioner whose name and address appears on the following page or the Tasmanian Government to provide the Office of Tasmanian Assessment, Standards & Certification (TASC) with a report on the nature of my illness or incapacity. I also authorise TASC to discuss this application with any person who has signed this form or attachment, as is required by TASC to make a decision in regard to my application for derived exam ratings.

Signature of applicant Date / /

Signature of parent/guardian (if applicable) Date / /

COVID-19 testing (if applicable) ☐

Through GP (GP to complete Section B and submit form to TASC) ☐

Through Public Health Hotline (Candidate to submit form directly to TASC. Section B does not need to be completed as TASC will verify testing with the Tasmanian Government) ☐

Not applicable ☐

Receipt of this application by the Office of Tasmanian Assessment, Standards and Certification will be acknowledged by email to the address provided in Section A: Candidate Details.

STUDENT EXAM GUIDE 2020 **TASC**



FINAL INTERNAL RATINGS

FINAL INTERNAL RATINGS DUE DATES

- Level 3 and Level 4 internal ratings are due to TASC by COB Thursday 5 November
- Level 1, 2 and Preliminary internal ratings are due to TASC by COB Thursday 19 November

Catholic and independent schools:

Internal rating submission opened in TRACS today, Wednesday 21 October.



FINAL INTERNAL RATINGS

VERIFICATION OF INTERNAL RATINGS PERIOD

- Internal ratings verification period for Level 3 and 4 courses
Monday 9 – Wednesday 18 November
- Internal ratings verification period for Level 1, 2 and Preliminary courses
Monday 23 – Friday 27 November

FINAL INTERNAL RATINGS

INTERNAL RATINGS VERIFICATION REPORTS

- Schools must run an Internal Ratings Verification Report during the verification period to confirm that all entered ratings are correct.
 - PDF reports will be able to run as two distinct data sets.
 - TASC Level 3 and Level 4 courses
 - Level 1, 2 and Preliminary courses.
- EXCEL Spreadsheet – all level
 - PDF Level 1, 2 and Preliminary courses
 - PDF Level 3 and 4 courses

FINAL INTERNAL RATINGS

INTERNAL RATINGS VERIFICATION REPORTS

- Corrections must be made (by teachers/schools) directly in the relevant system by the end of the verification period/s.
Catholic and independents schools – TRACS
Department of Education schools – SARIS
- Schools must retain/archive the Rating Verification Sheets
- Information sheets – including a stepped out process accessible from:
[Department of Education schools – Internal Ratings Verification Information Sheet](#)
[Catholic and independent schools - Internal Ratings Verification Information Sheet](#)



EXTERNAL ASSESSMENT UPDATE

Preparing for exams:

- Notice of enrolment forms
- Exam centre changes
- Folio extensions
- Information sheets – individual courses
- Reasonable adjustments

During the exams:

- Supervisor coordinators

After the exams:

- Marking in 2020
- Conduct review

PAPER BASED SAFETY NET TESTS - 2020

- TASC is waiving the waiting period between safety net tests (for all three TCE Everyday Adult Standards) allowing students who need to re-sit a test without the usual three month waiting period in 2020.
- Friday 27 November - closing date for TASC receipt of safety net tests.
- Please note students can continue to access the tests through January and February however only results received by Friday 27 November will be included in the December results data
- School who are not recognised as *Test Centres* should contact TASC for support.

TASC COMMUNICATION

- Social media posts



- Student newsletter
- Student registering to receive results via email
- Outstanding Achievement Awards

VET applications - closing date Friday 13 November

- Student Exam Guide 2020



TASC COMMUNICATION

- Upcoming principal and TLO forums

Are there any particular topics that should be of focus?

Drop-in sessions to ask any questions and/or request support.

- Wednesday 28 October 2020 3.00pm - 4.00pm
[Join Microsoft Teams Meeting](#)
- Wednesday 4 November 2020 3.00pm - 4.00pm
[Join Microsoft Teams Meeting](#)
- Wednesday 11 November 2020 3.00pm – 4.00pm
[Join Microsoft Teams Meeting](#)

AREAS OF INTEREST



2020 STUDENT SUPPORT

- 2020 Course Considerations
- 2020 External Assessment Specifications
- six new General Capabilities Short Qualifications for 2020
- waiving the TCE Everyday Standards Safety Net Tests waiting period
- TCE planning for future education and training standard
- VET recognition in the TCE
- 2020 Preliminary Achievement (PA) Guarantee



TCE STANDARDS

PLANNING FOR FUTURE EDUCATION AND TRAINING STANDARD

- The requirement for planning future education and training standard will be recognised for all students who have transitioned through senior secondary education.
- All Year 12 and 13 students who are currently enrolled with TASC will *automatically* meet the planning for future education and training standard in 2020.
- The Executive Officer is considering the requirement for this standard.

VET RECOGNITION FOR TCE CERTIFICATION

- How will VET units and qualifications contribute towards a TCE in 2020?
- All VET units undertaken as part of a full qualification (i.e. a Certificate I, II or III) will be recognised at the level of the qualification, regardless of whether the qualification is completed or not.
- All VET units that are not reported with a qualification will be recognised at the lowest level the unit is listed in a training package on www.training.gov.au

VET RECOGNITION FOR TCE CERTIFICATION

TASC has been receiving questions about how VET units and qualifications contribute towards a TCE. We are providing further clarity for the process in 2020 and 2021. This information explains:

- how completed VET units are allocated credit points towards a TCE
- the 2020 and 2021 refinements to ensure students undertaking VET qualifications receive appropriate recognition of their learning towards their TCE.

How will VET units contribute towards a TCE?

- All VET units undertaken as part of a full qualification (i.e. a Certificate I, II or III) will be recognised at the level of the qualification, regardless of whether the qualification is completed or not.
- All VET units that are not reported with a qualification will be recognised at the lowest level the unit is listed in a training package on www.training.gov.au

This approach recognises the level of complexity of the qualification in attributing credit points towards the TCE when a student is undertaking a VET qualification. TASC will also ensure that no student undertaking a Certificate I in 2020 will be disadvantaged, with their VET units to be recognised at the individual unit level if it is higher than the qualification level.

How is TASC ensuring learners undertaking VET are not disadvantaged by COVID-19?

In 2020 and 2021, TASC is ensuring that no learner will be disadvantaged by not having completed their VET qualification as a result of the impact of COVID-19 (which may have affected the completion of some units of competence).

Previously, the level of complexity of a VET unit was recalculated when TASC received confirmation that a student had completed their VET qualification.

This year and next, we will do this calculation prior to a qualification being completed, so students have all their credit points count towards their TCE at the level of the qualification regardless of having fully completed the VET qualification or not.

This will ensure that students receive the TCE credit points for all VET units they have completed, at the level of the qualification they have undertaken.

The ongoing recognition of VET towards the TCE beyond 2021 is being considered as part of the [Years 9 to 12 Project](#).

What are the next steps?

- This adjustment will require some changes to TASC's existing systems and will not be reflected in the system until later in 2020. More information will be shared over the coming weeks.
- Please share this information with all school staff involved in VET provision to ensure they are aware of these changes in practices for 2020 and 2021.

VET recognition for TCE certification 2020 V11

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