

Australian
Quality
Training
Framework

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&

learning and assessment strategies

engaging enterprises/industry in
developing and validating learning
and assessment strategies



You're on your way if...

	DELIVERY AND ASSESSMENT STRATEGIES Standard 9.1 a	CONSULTATION WITH ENTERPRISES/INDUSTRY Standard 9.1 b	DOCUMENTATION OF STRATEGIES Standard 9.1 d	VALIDATING ASSESSMENT STRATEGIES Standard 9.2
	Plan program procedures including resources and timetable	Talk about practical placements with employers and use the opportunity to talk about learning and assessment strategies	Keep relevant documentation and know where they're kept	Learn from what works in the competency assessment process
	Develop training plans	Talk to employers about training plans and get their sign-off on the plans	Make documented training plans accessible	Regularly monitor progress against training plans
	Ensure strategies are developed for every qualification and course	Use people for teaching and assessment who are working in the industry and learn from them	Locate a broad range of evidence on your network	Each year, check the adequacy of your evidence gathering tools
	Develop these strategies as part of your normal planning	Seek quality feedback from employers to show you are meeting their needs	Use information already gathered in quality surveys	Ensure sufficient evidence is available to make judgements about competency
	Discuss learning and assessment strategies in your pitch to clients	Contract to enterprises so engagement is integral to your business	Keep organised records of assessment strategies used	Review approaches before, during and/or after assessments
	Put learning and assessment strategies on the agenda for community meetings	Work with community organisations because they are enterprises too	Keep minutes from your meetings and know where they're kept	Use networks to compare assessment approaches
	Derive learning strategies from a needs analysis	Conduct internal audits at least every year	Keep records of assessment processes	Benchmark assessment strategies with other learning organisations
Helpful advice in the How to Kit	1. Learning and assessment strategies	2. Consulting with enterprises/industry	Delivery and assessment strategies record template	
	Sample delivery and assessment strategy, pages 6 and 7	Ideas for engaging enterprises p.12	Evidence of consultation template p.15	Suggested approaches to validating components of the assessment strategy p.19
		Key industry stakeholders p.13	Validation approaches and validation activities template p.19	Description of validation approaches p.21
References in the Resource Guide	Chapters 1 and 3 Figures 3, 4, 5 & 6 Appendices 4, 5 & 7	Chapters 2 and 4 Figures 1, 2 & 8 Appendices 1, 2, 3 & 6	Appendices 5, 6, 7, 8-1, 8-2 & 9	Chapter 5 Figures 9, 10, 11 & 12 Appendices 8-1, 8-2, 9

Developing quality learning and assessment strategies

When deciding how you will develop, document and review learning and assessment strategies, consider how these processes and records will fit with your systems for quality training and assessment. Be sure to consider other Standards for RTOs that are relevant to Standard 9. The processes in place for generating evidence against one Standard may be useful for another. Check the examples below.

Standard 1 Systems for quality training and assessment	1.1 The RTO must keep written policies and procedures for ensuring quality training and assessment consistent with its scope of registration and scale of operations.	1.4a The RTO must conduct an internal audit of its compliance with these Standards and the policies and procedures mentioned in Standard 1.1a at least annually.	1.8 The RTO must document and implement procedures to: <ul style="list-style-type: none"> i identify and manage risks concerned with compliance with the <i>Standards for Registered Training Organisations</i> and ii correct and prevent any failure to comply with the Standards for Registered Training Organisations and the RTO's quality system, policies and procedures. 	1.9a The RTO must collect and analyse stakeholder and client feedback and satisfaction data on the services it provides and <ul style="list-style-type: none"> b the RTO must use the information mentioned in Standard 1.9a to review its policies and procedures. 	1.10 The RTO must develop and implement written procedures relating to: <ul style="list-style-type: none"> i acting on opportunities for improvement identified by any means and ii continuous improvement of its systems.
Standard 9 Learning and assessment strategies	9.1a The RTO must develop and implement strategies for training delivery and assessment for each Training Package qualification and accredited course within the RTO's scope of registration. 9.1d The RTO must document the strategies referred to in Standard 9.1a on application for registration and on extension of scope.	9.2 The RTO must validate its assessment strategies by: <ul style="list-style-type: none"> i reviewing, comparing and evaluating the assessment processes, tools and evidence contributing to judgements made by a range of assessors against the same competency standards, at least annually and ii documenting any action taken to improve the quality and consistency of assessment. 	9 The RTO identifies, negotiates, plans and implements appropriate learning and assessment strategies to meet the needs of each of its clients.	9.1 b The assessment strategies identified in 9.1 a must be developed in consultation with enterprises / industry.	9.2 The RTO must validate its assessment strategies by: <ul style="list-style-type: none"> i reviewing, comparing and evaluating the assessment processes, tools and evidence contributing to judgements made by a range of assessors against the same competency standards, at least annually and ii documenting any action taken to improve the quality and consistency of assessment.