Create a VET marks book

1.5 hours

What is the benefit of this session?
The aim of this session is to show users how to effectively set up and manage a VET marks book.

Content
- Set up options, course types, Unit of Competencies
- Edit marks book settings
- Assessments
- VET reports
- Do's and don'ts

Australian Professional Standards for Teachers (AITSL) addressed
2.3, 5.1, 5.2, 5.3, 5.4, 5.5

Recommended Attendees
Teachers of VET, VET Coordinators and Administrators responsible for authority uploads.

Important note
SEQTA Administrator access is required.

Q Teach   Q Learn   Q Engage

Short Course Details

Categories

The short courses are categorised as follows:
- Curriculum
- Attendance
- Pastoral Care

Target Audience

See course details for recommended audience.

Duration

The duration of each individual short course is 1.5 hours and consists of approximately 60 to 70 minutes of content and 20-30 minutes for Q&A.

Notes (very important)

- Access to *SEQTA Teach* post training is required for attendees to use and implement the features covered.
- Where specific Administrator, Attendance or Pastoral care access is required to use the features covered in the training, this is listed accordingly.
- A brief presentation of the points covered in a webinar/face-to-face training will be provided to each attendee.
- Recordings of trainings are not available.

Teach   Learn   Engage