VCE Data Analytics School-assessed Task 2024

Video 4
Authentication

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VCE Data Analytics School-assessed Task 2024

Video 4 Authentication

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Outline of presentation

- Authentication
- Authentication record forms
- Using the Authentication record forms
- Example of the use of the Authentication record forms

Authentication

Teachers are reminded of the need to comply with the authentication requirements specified in the Assessment: School-based Assessment section of the VCE Administrative Handbook 2024. This is important to ensure that ‘undue assistance [is] not … provided to students while undertaking assessment tasks’.

Teachers must be aware of the following requirements for the authentication of VCE Applied Computing: Data Analytics School-assessed Task.

Authentication

1. The body of work created for the SAT is based on work developed and completed in Unit 3 Outcome 2 and Unit 4 Outcome 1.
2. Teachers are required to fill out the Authentication record form and provide the student with feedback on their progress at each observation.
3. Undue assistance should not occur at any time during the development of the body of work, and teachers need to be vigilant. Students are required to demonstrate development of their thinking and working practices. Teachers are reminded that it is not appropriate to provide ‘detailed advice on, corrections to, or actual reworking of students’ work’.

Authentication

4. Teachers must sight and monitor the development and documentation of the student's thinking and working practices throughout the unit to authenticate the work as the student's own. Students must acknowledge the source of materials and information used to support the development of their work.
5. Students should be encouraged to complete their work at school. Where students use external service providers, their documentation should demonstrate ongoing progress throughout the SAT.

Authentication

6. During the generation of the software solution, teachers must plan and use observations of student work in order to monitor and record each student's progress as part of the authentication process. Teachers must ensure that all source and reference material, all use of non-school (home, outsourced) resources and any external assistance (for example, tutors) are acknowledged on the Authentication record form. If a student acknowledges using external resources or receiving external assistance, the teacher should record complete details as an attachment to the Authentication record form.

7. Teachers are reminded that the authentication procedures must be followed for all student work in relation to this SAT. The School-based Assessment Audit includes the inspection of Authentication record forms.

Unit 3 Authentication record form

Authentication record form: VCE Applied Computing: Unit 3 Data Analytics SAT 2024

This form must be completed by the class teacher. It provides a record of the monitoring of the student's work in progress for authentication purposes. This form is to be retained by the school and filed. It may be collected by the VCAA as part of the School-based Assessment Audit.

Student name ..... Student No | | | | | | | | | |

School ..... Teacher: .....

Component of School-assessed Task	Date observed/ submitted	Authentication comments	Teacher's initials	Student's initials
Observation 1: Development of a research question (Criterion 1) The student is developing/has developed a research question that enables findings to be presented as infographics or dynamic data visualisations. The teacher has approved or not approved the research question.	Observed	Observation of development of research question		
	Submitted	Submission of research question		
Observation 2: Preparation of project plan (Criterion 2) The student is preparing/has prepared a Gantt chart for both parts of the SAT (Unit 3 Outcome 2 and Unit 4 Outcome 1).	Observed	Observation of the preparation of the project plan		
	Submitted	Submission of project plan		
Observation 3: Documentation of analysis (Criterion 3) The student is documenting/has documented the analysis of data, requirements, constraints and scope.	Observed	Observation of the documentation of the analysis		
	Submitted	Submission of the analysis		
Observation 4: Acquisition and preparation of data (Criterion 4) The student is identifying and manipulating data/has identified and manipulated data.	Observed	Observation of the identifying and manipulating of data		
	Submitted	Submission of identified and manipulated data		
Observation 5: Design folio (Criterion 5) The student is developing/has developed a folio of design ideas, evaluation criteria and preferred detailed design.	Observed	Observation of the development of designs		
	Submitted	Submission of design folio		

I declare that all resource materials and assistance used have been acknowledged and that all unacknowledged work is my own.

Student signature ..... Date .....

Unit 4 Authentication record form

Authentication record form: VCE Applied Computing: Unit 4 Data Analytics SAT 2024

This form must be completed by the class teacher. It provides a record of the monitoring of the student's work in progress for authentication purposes. This form is to be retained by the school and filed. It may be collected by the VCAA as part of the School-based Assessment Audit.

Student name ..... Student No | | | | | | | | | |

School ..... Teacher: .....

Component of School-assessed Task	Date observed/ submitted	Authentication comments	Teacher's initials	Student's initials
Observation 6: Development of database and/or spreadsheet solution (Criterion 6 and 8) The student is developing and testing/has developed and tested the database and/or spreadsheet solution. The student has proposed/implemented file management procedures.	Observed	Observation of the development of the database and/or spreadsheet solution		
	Submitted	Submission of the database and/or spreadsheet solution		
Observation 7: Development of infographics or dynamic data visualisations solutions (Criterion 7 and 8) The student is developing and testing/has developed and tested the infographics or dynamic data visualisations solutions. The student has proposed/implemented file management procedures.	Observed	Observation of the development of infographics or dynamic data visualisations solutions		
	Submitted	Submission of the infographics or dynamic data visualisations solutions		
Observation 8: Evaluation of infographics or dynamic data visualisations solutions (Criterion 9) The student is documenting/has documented the evaluation of the infographics or dynamic data visualisations solutions.	Observed	Observation of the development of the evaluation		
	Submitted	Submission of the evaluation		
Observation 9: Assessment of project plan (Criterion 10) The student is documenting/has documented the assessment of the project plan.	Observed	Observation of the development of the assessment of the project plan		
	Submitted	Submission of the assessment of the project plan		

I declare that all resource materials and assistance used have been acknowledged and that all unacknowledged work is my own.

Student signature ..... Date .....

Using the Authentication record forms

- Regularly observe student work during the life of the SAT
  - some teachers use one class a week to do this formally
  - use the VCAA Authentication record form and update with comments from observations as you go – **these can be requested** as part of the audit process
  - both you and the student are to sign and date your initials for each observation at the time of the observation
- Have an idea of how many marks a student has achieved for each criterion when making an observation – keep a record of this for yourself only – you should have an idea of a score for students if work is lost or not submitted on time.
- Ensure a student's work is their own – they are to sign and date the declaration at the bottom of each Authentication record form.

An example

Authentication record form: VCE Applied Computing: Unit 3 Data Analytics SAT 2024

This form must be completed by the class teacher. It provides a record of the monitoring of the student's work in progress for authentication purposes. This form is to be retained by the school and filed. It may be collected by the VCAA as part of the School-based Assessment Audit.

Student name ..... Student No | | | | | | | | | |

School ..... Teacher: .....

Component of School-assessed Task	Date observed/ submitted	Authentication comments	Teacher's initials	Student's initials
Observation 1: Development of a research question (Criterion 1) The student is developing/has developed a research question that enables findings to be presented as infographics or dynamic data visualisations. The teacher has approved or not approved the research question.	Observed *08 Mar 24*	Observation of development of research question *The student has commenced identifying a research question. They have identified data to collect. The student is identifying and analysing data from a range of sources.*	$&	&&
	Submitted *15 Mar 24*	Submission of research question *The student has identified a research question. Evidence of critical and creative thinking has been provided within a portfolio. The teacher has approved the research question.*	$&	&&
Observation 2: Preparation of project plan (Criterion 2) The student is preparing/has prepared a Gantt chart for both parts of the SAT (Unit 3 Outcome 2 and Unit 4 Outcome 1).	Observed *22 Mar 24*	Observation of the preparation of the project plan *The student has begun preparing a draft Gantt chart in MS Excel. They have identified all stages of the PSM and some of the activities. Most tasks with time allocations have been documented. Some sequencing, milestones and dependencies have been included.*	$&	&&
	Submitted *28 Mar 24*	Submission of project plan *The student has submitted a Gantt chart for Unit 3 Outcome 2 and Unit 4 Outcome 1 using MS Excel and submitted as a hard copy and as a soft copy.*	$&	&&

An example

Observation 3: Documentation of analysis **(Criterion 3)** The student is documenting/has documented the analysis of data, requirements, constraints and scope.	Observed *19 Apr 24*	Observation of the documentation of the analysis *The student has commenced documenting the data selected to support their research question. They have outlined some requirements and constraints. Some evidence of questions and strategies to analyse requirements has been documented.*	$&	&&
	An example *26 Apr 24*	Submission of the analysis *The student has submitted a written report that documents the data that supports the research question, requirements, constraints and scope. Evidence of critical and creative thinking has been provided within a portfolio. The written report was submitted as a hard copy and as a soft copy.*	$&	&&
Observation 4: Acquisition and preparation of data **(Criterion 4)** The student is identifying and manipulating data/has identified and manipulated data.	Observed *3 May 24*	Observation of the identifying and manipulating of data *The student has acquired a number of data sets from primary and secondary sources. Some data sets are referenced. Some data files are being prepared in Excel files to become CSV files.*	$&	&&
	Submitted *10 May 24*	Submission of identified and manipulated data *The student has submitted a written report that documents and referenced the primary and secondary data sets collected. Data has been manipulated in files. The written report was submitted as a hard copy and as a soft copy.*	$&	&&

An example

Observation 5: Design folio **(Criterion 5)** The student is developing/has developed a folio of design ideas, evaluation criteria and preferred detailed design.	Observed *17 May 24*	Observation of the development of designs *The student has generated three design ideas for the development of their software solution. They have started developing criteria to evaluate the designs. The student is making some connections between design ideas and the requirements.*	$&	&&
	Submitted *24 May 24*	Submission of design folio *The student has submitted a folio of design ideas that includes three design ideas, evaluation criteria and detailed preferred designs. Evidence of critical and creative thinking has been provided within a portfolio. The folio was submitted as a hard copy and as a soft copy.*	$&	&&

I declare that all resource materials and assistance used have been acknowledged and that all unacknowledged work is my own.

Student signature ..... Date .....

Contact

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