**Phil Feain -** Hello and welcome to this VCE Data Analytics School-Assessed Task on-demand video for the School-assessed Task in 2024. The purpose of Video 4 is to support teachers with the authentication of the SAT for Data Analytics. My name is Phil Feain and I am the Curriculum Manager for Digital Technologies with the VCAA.

This presentation will involve the following topics: authentication, Authentication record forms, using the Authentication record forms and an example of the use of the Authentication record forms. Authentication is an important part of the SAT in ensuring all student work is their own. 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 the VCE Applied Computing: Data Analytics School-assessed Task. The body of work created for the SAT is based on work developed and completed in Unit 3 Outcome 2 and in Unit 4 Outcome 1. Teachers are required to fill out the Authentication record form and provide the student with feedback on their progress at each observation. 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 practises. Teachers are reminded that it is not appropriate to provide detailed advice on, corrections to, or actual reworking of students' work.

Teachers must sight and monitor the development and documentation of the students' thinking and working practises throughout the unit to authenticate the work as a student's own. Students must acknowledge the source of materials and information used to support the development of their work. Students should be encouraged to complete their work at school. Where students use external service providers, their documentation demonstrate ongoing progress throughout the SAT. During the generation of the software solution, teachers must plan to 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 resources and any external assistance 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. 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.

This is a screenshot of the Unit 3 Authentication record form for Data Analytics. Student details are to be provided at the top of the form. In the table are spaces for the teacher to: state the date of the observation and submission of each of the components of the SAT, comment on the observation and the submission of each of the components and sign their initials for each observation and submission.

This is a screenshot of the Unit 4 Authentication record form for Data Analytics. The same process is to be followed by both teachers and students as in Unit 3. When using the Authentication record form 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 these 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. 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.

This is a screenshot of a simple example of filling out the Unit 3 Authentication record form for Data Analytics. Notice the dates, comments for both observation and submission for Criterion 1 and 2 and the signed teacher and student initials. Some more dates, comments for both observation and submission for Criterion 3 and 4 and the signed teacher and student initials. And finally, the date, comments for both observation and submission for Criterion 5 and the signed teacher and student initials.

Thank you for following this presentation. If you have any questions regarding this presentation, you can contact Phil Feain, the Digital Technologies Curriculum Manager, at the contact details below. Thank you.

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