Authentication record form: VCE Product Design and Technology School-assessed Task 2023

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 its School-based Assessment Audit.

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Student name ………………………………………………………………………………. Student No.

School…………………………………………………………………………………………Teacher ……………………………………..…………………………………………….

| **Criteria for School-assessed Task** | **Indicators** | **Date observed/ submitted** | **Authentication issues/comments** | **Teacher’s initials** | **Student’s initials** |
| --- | --- | --- | --- | --- | --- |
| **1. Skill in developing an end user(s’) profile, research, a design brief and evaluation criteria with reference to the product design factors** | * Identifies design problem |  |  |  |  |
| * Conducts primary research |  |
| * Develops end user/s profile |  |
| * Develops design brief |  |  |  |
| * Identifies evaluation criteria with reference to product design factors |  |  |  |
| * Writes evaluation criteria that reflect design brief; evaluation criteria for product is written in four-parts |  |
| **2. Skill in conducting research and communicating developmental work** | * Identifies relevant research areas |  |  |  |  |
| * Conducts primary and secondary research |  |
| * Gathers feedback from end user(s) |  |
| * Demonstrates relationship between research and a range of developmental work |  |
| * Generates visualisations, using appropriate annotations |  |  |  |
| * Identifies and acknowledges appropriate intellectual property (IP) |  |  |  |
| **3. Skill in developing creative and innovative design options, and ability to gain end user(s) feedback and justify preferred option** | * Uses developmental work including visualisations to generate innovative and creative design options with annotations |  |  |  |  |
| * Identifies possible functions/ features/materials and production processes evident in design options |  |
| * Gathers end user(s) feedback on design options |  |  |  |
| * Selects and justifies preferred option in relation to evaluation criteria and end user(s) feedback |  |  |  |
| **4. Skill in preparing working drawings and a scheduled production/work plan (including quality measures)** | * Prepares working drawings |  | *(Note: all outsourced processes must be acknowledged)* |  |  |
| * Develops scheduled production plan |  |  |  |
| * Demonstrates risk assessment and risk management |  |  |  |

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| --- | --- | --- | --- | --- | --- |
| **5. Ability to document understanding of and judgments about suitability of materials and production processes, tools, equipment and machines, and identify how the product would be manufactured in industry** | * Documents suitability of materials and production processes, tools, equipment and machines |  | *(References materials/processes research, testing and trialling)* |  |  |
| * Identifies how product would be manufactured in industry |  |  |  |
| **6. Skill in the application of appropriate processes, including risk management and recording progress** | * Follows scheduled production plan |  |  |  |  |
| * Demonstrates record of progress including end-user feedback |  |  |  |
| * Uses appropriate processes with a level of complexity |  |  |  |
| * Demonstrates risk management |  |  |  |
| **7. Skill in project management and justifying modifications in realising the preferred option** | * Uses project management skills |  |  |  |  |
| * Justifies modifications including end-user(s) feedback |  |  |  |
| * Produces a quality innovative and creative product |  |  |  |
| 1. **Skill in developing a quality product that is creative and innovative** | * Links product to design brief * Follows scheduled production plan and modifications |  | *Note: at least three observations of production work needs to be documented and inc. plant and equipment risk management forms if appropriate)* |  |  |
| **9. Skill in evaluating the finished product; user instructions/care labels which communicate product features, care, use and/or assembly** | * Evaluates finished product using criteria and end-user(s’) feedback |  |  |  |  |
| * Identifies areas for improvement |  |  |  |
| * Creates user instructions/care labels to communicate product features, care, use and/or assembly |  |  |  |  |

Please retain the Authentication record form. It may be requested as part of the School-based Assessment Audit.

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

Student signature …………………………………………………………………… Date …………………………………