

Report on National Moderation

of the

National Diploma in Business Computing

undertaken by the

National Advisory Committee on Computer Qualifications

October 1999

The modules moderated were:

<u>Module</u>	<u>Number</u>	<u>Moderator</u>
BA210	2	Trevor Nesbit (Aoraki Polytechnic)
DC100	10	Garry Robertson (The Waikato Polytechnic)
FG200	10	Jeff Simpson (Taranaki Polytechnic)
IN100	9	still to be returned from the moderator
MA200	9	Mark Bellringer (Taranaki Polytechnic)
NE300	2	Garry Robertson (The Waikato Polytechnic)
OS20n	8	Jeff Simpson (Taranaki Polytechnic)
OS25n	2	Jeff Simpson (Taranaki Polytechnic)
PP11n	17	Jeff Simpson (Taranaki Polytechnic)
PR300	1	Jeff Simpson (Taranaki Polytechnic)
PY200	4	Trevor Nesbit (Aoraki Polytechnic)
SA300	3	Gay Costain (Auckland Institute of Technology)
SO100	15	Gay Costain (Auckland Institute of Technology)
SP190	4	Trevor Nesbit (Aoraki Polytechnic)
SR300	1	Jeff Simpson (Taranaki Polytechnic)
TR200	8	Trona Rawlence (Nelson Polytechnic)
WX100	9	Trevor Nesbit (Aoraki Polytechnic)
	114	

The total number of modules is the highest and breaks the century mark. Previous numbers were: **98** in May 99, **71** in September 98, **73** in May 98, **92** in September 97, **81** in May 97, **73** in September 96, 62 in May 96, **85** in September 95.

Nineteen polytechnics submitted material for moderation in the previous round while in this round there were sixteen, the same as the September 1998 round. New from the previous round was Southland while those missing were Bay of Plenty, Hutt Valley, Tai Poutini, and The Open polytechnics. The polytechnics which submitted material were:

AIT	Aoraki	CIT	Christchurch
EIT	Massey(Wellington)	MIT	Nelson
Southland	Tairāwhiti	Taranaki	The Waikato
Wairarapa	Wairariki	Wanganui	Whitireia

Moderators stated the following suggested changes to the prescription:

- BA210 see separate "Interpretation of Prescription" paper by Trevor Nesbit.
- DC100 Include a topic on multiplexing, FDM and TPM, in the Year 2000 revision of DC100.
- FG200 The Suggested Assessment Percentages only add up to 95%.
- MA200 None
- NE300 The prescription needs updating and writing in learning outcomes format.
- OS20n nil
- OS25n nil
- PP11n nil
- PR330 In topic 7 the second "7.1" should be "7.2". Consider rewording two or more of 2.2, 3.2, 4.2, 6.2, or 7.2 to bring them to the P skill level.
- PY200 Perhaps include some examples of the type of systems that could be prototyped to give a better idea of the level.
- SA300 System documentation could include Object Orientated modelling – but the prescription, as it stands, could be interpreted as permitting models outside the documented list of possibilities.
- S0100 No suggestions for changes. The "dryness" of the content needs to be offset by imaginative course presentation.
- SP190 none!
- TR200 The aim of the module needs to have the ratification of training requirements removed (belongs to TR300, not TR200). The production of the training or user manual needs to be linked with the CBT to avoid duplication with the technical documentation requirements of BC100.
- SR300. Nil
- WEX100 I suggest change is that a verbal presentation could be required at 10% as part of the "purpose and structure of the organisation. A WX200 could be considered in which the student is given responsibility for seeing through a significant task.

The above will be taken into consideration by the NACCQ NDBC Working Group.

You will see that at this time no material has been returned for IN100 by one of the moderators. Rather than holding up the process, material concerning the remaining 16 courses has been returned. Many polytechnics and moderators are good at meeting deadlines, but a few polytechnics and moderators slow the process down for the many. Tomorrow I am out of the country for the next eleven weeks and hence this report without IN100.

Comment has been made about the teeth of the NDBC moderation. At the current time discussions are happening regarding what does and what should happen after the moderation material is returned to each polytechnic. Nevertheless this round, except for IN100, has been another successful round of moderation.

Due at NACCQ office by 14th March 2000 are:

AA100	BS100	DB100	DT100	
PC100	PR11n	SP191		
BA200	BC200	CA200	DC200	DE200
ET200	IO200	PM200	PR22n	
AA300	AS300	HR300	OO300	SD300

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12th November 1999

NDBC External MODERATION

GUIDELINES

All modules will be covered in a three yearly cycle as shown in the moderation schedule.

It is the responsibility of each polytechnic to get any modules they are undertaking for NDBC that is not covered by this list, moderated independently by another polytechnic.

What Must Be Sent For Moderation (except PJ300)

For each module:

1. Module Outline

This is what is usually given out to students at the commencement of the module.

It must include at least:

- Module Name and Code
- Number of class contact hours (supervised learning)

2. Assessment Schedule

(This may be part of the Module Outline)

It must show:

- How many assessments there are
- How a pass and a merit pass are obtained

For each assessment:

- What is going to be assessed
- Type of assessment (Test, Case Study, etc.)
- Weighting

3. A Copy of All Assessments

The actual assessments as given to the student

The number and numbering of these assessments must match the Assessment Schedule.

4. Marking Schedules

Model answers (where appropriate)

A breakdown of Criteria Accessed

For PJ300 PROJECT

Send Module Outline, Assessment Schedule, Marking Schedule
(as outlined above),

plus other material which shows:- How a project is selected then approved

How Project Proposals are assessed

How projects are controlled

How milestones are assessed

How the final projects are assessed.

When is External Moderation to be Undertaken

Material is forwarded twice yearly to the NACCQ to arrive by 14th March (or 14th August). Material may be accepted up until the end of that month but afterwards it will be returned immediately without being moderated.

Individual module material with a set of Polytechnic Forms and a Summary Report will be forwarded to External Moderators by 1st April (or 1st September) who will return the module material, the completed Polytechnic Forms and Summary Report Form to the NACCQ by 30th April (or 30th September).

The NACCQ will make copies of the Summary Report Form then forward to each polytechnic the material they sent plus their Polytechnic Form(s) and a copy of all the Summary Reports.

MODERATION SCHEDULE 1999-2001

MAR 99	AUG 99	MAR 00	AUG 00	MAR 01	AUG 01
BC100	DC100	AA100	AM100	ID100	AC100
EL100	IN100	BS100	BA100	NM100	IP100
EP100	PP11n	DB100	HF100	PR130	OM100
MB100	SO100	DT100	OS100	SF100	SP100
OO100	SP190	PC100	PD100	SP192	SP110
PP100	WX100	PR11n	PR10n	US100	ST100
SP120		SP191			
DA200	AE200	BA200	AA200	BA220	AP200
HS200	BA210	BC200	AE210	DB200	EX200
MP200	FG200	CA200	EP200	DE210	HD200
NE200	MA200	DC200	FS200	IG200	IN210
NM21n	OS20n	DE200	IN200	PS200	NM200
OS210	OS25n	ET200	PR21n	SA21n	PR25n
PR230	PR20n	IO200	SA200	SD200	QA200
SI200	PY200	PM200	SC200	SP200	RA200
TS200	TR200	PR22n	SS200		US200
BA300	NE300	AA300	DC300	CA300	DB300
GW300	PR330	AS300	IS300	EP300	DM300
PR30n	SA300	HR300	MA300	FG300	OS310
PR35n	SR300	OO300	PR340	IS310	SI300
TR300		SD300	SP300	PJ300	

Due 14th March (or 14th August) at NACCQ office.