

6 October 2009

A2009/029

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TO: **Principals**
 Principal's Nominees
 All HODs
 All teachers

Submitting Evidence of Performance for Moderation

Teachers involved in assessment of performance in Dance, Drama, English, Languages, Media Studies, Music, Te Reo Māori, Te Reo Rangatira and Physical Education may need to submit audio-visual copies of assessed work of selected students for moderation.

Random selection of student samples must be applied to the list of students who have submitted evidence (see [SecQual Circular S2008/013](#)). Teachers will therefore know which materials and evidence of student performances to store at the end of the assessment.

Teachers and Principal's Nominees are directed to the NZQA website and to Other Resources on these Subject-specific pages for assistance: "Preparing digital/visual submissions for moderation".

<http://www.nzqa.govt.nz/ncea/resources/index.html>

Enquiries

Please refer any enquiries relating to this circular to:

School Relationship Manager Secondary Assessment and Liaison Telephone: 04 463 3000 Fax: 04 463 3113 Email: firstname.lastname@nzqa.govt.nz
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Circulars are available from the New Zealand Qualifications Authority website:
www.nzqa.govt.nz/publications/circulars.