NCEA MYTHBUSTER #7

Selection of work for external moderation

Facts

• The external moderation random sample is selected once internal moderation is complete.
• NZQA requires a random sample for external moderation comprising:
  – eight pieces of student work for standards for which more than one passing grade is available (i.e. Achieved, Merit or Excellence)
  – four pieces of student work for standards for which the only grade is Achieved.
• For external moderation, schools need to store only the randomly selected samples for each standard assessed. These should be kept until the standard is next assessed, or for two years.
• A standard will not be selected for external moderation if it has not been assessed in the last two years.
• Digitally generated or stored student evidence can be submitted online for external moderation.

Myths

• ‘The samples randomly selected for external moderation must be verified as part of the internal moderation process.’
• ‘NZQA requires all internally assessed work to be stored for three years.’
• ‘All work from the previous year must be kept in case it is required for external moderation.’
• ‘NZQA requires hard copies of student evidence.’

Suggestions for managing workload

• You should follow your school’s
  – random selection process soon after verification of assessment decisions for each standard assessed
  – procedure for filing or storing the random selection of student work.
• Clearly label work generated digitally and store it in an accessible place in case it is selected for external moderation.
• Clearly date all evidence so that it can be replaced by new work and discarded as necessary.
More information

Guidelines for the selection of student work for moderation

External moderation