The entire process takes 18 months for a single exam cycle.

**Abbreviation Key**
- NAF: National Assessment Facilitator
- MD: Materials Developer
- IC: Independent Checker
- MC: Materials Critiquer
- SMC: Subject Matter Checker

**Start**

1. NAF advertises & selects examiners & MDs
2. NAF trains examiners & MDs
3. Examiner & MD draft examination material
4. Examiner, MD & NAF attend development meeting
5. NAF confirms assessment specifications
6. NAF advertises & select MCs
7. NAF trains MCs

**Previous Year**

8. Examiner, MD & NAF draft examination material considering previous year’s examination
9. NAF & MC critique examination material
10. Examiner reviews examination material against critique
11. Examiner submits examination material to NZQA
12. NAF checks examination material
13. Examiner performs final check of examination material
14. NAF gives final approval to publish examination material
15. Editors arrange Te Reo Māori, Braille & other translations if required

**Current Year**

16. Examiner writes assessment report for previous year’s examination
17. Examiner, MD & NAF review draft examination material considering previous year’s examination
18. NAF & MC critique examination material
19. Examiner reviews examination material against critique
20. Examiner submits examination material to NZQA
21. NAF checks examination material
22. Examiner performs final check of examination material
23. NAF gives final approval to publish examination material
24. Editors arrange Te Reo Māori, Braille & other translations if required

**End**

Digital assessment development process

Printing & distribution process