

# Memo

## Queensland Curriculum and Assessment Authority

9 March 2023

Senior secondary

Number: 020/23

# Confirmation 2023 — Event 1 review meeting schedule

## Purpose

To provide schools with the review meeting schedule for the first confirmation event in 2023.

## Background

Confirmation is a quality assurance process that ensures the comparability of results for summative internal assessment in General and General (Extension) subjects. QCAA-trained assessors review a selected sample of student responses to summative internal assessments to check that schools have applied the instrument-specific marking guide (ISMG) accurately and consistently.

In 2023, confirmation of a school's first summative internal assessment for Units 3 and 4 in General and General (Extension) subjects will begin in March when schools enter provisional results into the Student Management application.

## Information

[Memo 016/23](#) provided schools with key dates and critical activities for confirmation Event 1 scheduled for 28–29 April 2023.

The memo stated that review meetings for all subjects would be held on Friday 28 April.

The finalised schedule has been adjusted so that review meetings for 14 subjects only will be held on both Friday 28 April and Saturday 29 April. The review meetings for all remaining subjects will be held exclusively on Saturday 29 April.

The 14 subjects to be reviewed over the two days are:

- Aboriginal and Torres Strait Islander Studies
- Digital Solutions
- French
- General Mathematics
- Health
- Mathematical Methods
- Psychology
- Aerospace Systems
- Engineering
- Food & Nutrition
- German
- Japanese
- Physical Education
- Visual Art

## Assessor arrangements and attendance

Assessors will be directly remunerated for work completed on Saturday 29 April.

Schools are eligible for a single day of TRS payments for staff who are assessors for the 14 subjects that begin review meetings on Friday 28 April.

The QCAA will communicate directly with each assessor about their attendance and arrangements for their review meeting work.

## Chief confirmers, lead confirmers and confirmers

All lead confirmers and confirmers will participate in the review meetings remotely, working at an appropriate location of their choice, e.g. a school or a home office.

Chief confirmers will have the option of joining the review meetings at the Royal International Convention Centre (RNA Showgrounds), Brisbane.

## Assessor training

Further information about required assessor training for newly recruited confirmers will continue to be communicated to principal's delegates and assessors as early as possible.

## What you need to do

Note the finalised schedule for the April 2023 confirmation review meetings.

## Finding out more

For general questions about the confirmation process, email [confirmation@qcaa.qld.edu.au](mailto:confirmation@qcaa.qld.edu.au) or phone (07) 3864 0491.

For subject-specific inquiries, contact the relevant QCAA learning area ([www.qcaa.qld.edu.au/about/contact/syllabus-contacts](http://www.qcaa.qld.edu.au/about/contact/syllabus-contacts)).

For questions about submitting results via the Student Management application, email [certification@qcaa.qld.edu.au](mailto:certification@qcaa.qld.edu.au) or phone (07) 3864 0425.

Jo Butterworth  
Executive Director, Curriculum Services Division



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