Memo

Queensland Curriculum and Assessment Authority

18 October 2023 | **Prep – Year 10** | Number: 064/23

P–10 Planning application in the QCAA Portal

Purpose

To notify schools of the new P–10 Planning application (app) now available in the QCAA Portal, which will support schools to create year level and band curriculum plans, assessment tasks and marking guides that align with the Australian Curriculum Version 9.0.

Background

The QCAA provides advice, resources and professional development to support schools to plan for the implementation of the P–10 Australian Curriculum v9.0 by the end of 2027.

To complement existing resources, the QCAA has launched the P–10 Planning app (the app) in the QCAA Portal.

Information

Features

The app allows teachers to:

- use the auto populated templates to align planning and assessment with AC v9.0
- tailor plans and assessment tasks to a cohort's unique context using free-text fields and in-built editing features
- use consistent language and formatting in planning across the school
- quality assure planning using in-app review and approval processes
- link to the QCAA's suite of advice and resources.

Information sessions — webinars

Webinars for users in Prep–Year 6 and Years 7–10 are scheduled to be held in November. The webinars are designed for teachers and school leaders to:

- learn about the features of the app
- consider ways the app can be used to support planning and assessment
- understand the key steps required to access the app in the QCAA Portal.

Register for a webinar via the QCAA website:

- New Australian Curriculum v9.0 Planning app — P–6 Information session:
  https://events.qcaa.qld.edu.au/Event.aspx?e=2199&r=310

- New Australian Curriculum v9.0 Planning app — 7–10 Information session:
  https://events.qcaa.qld.edu.au/Event.aspx?e=2192&r=310

Access the P–10 Planning app

Schools wishing to access the app are encouraged to ensure:

1. users have a QCAA Portal account. Users can register for an account if they do not already have one

2. the school's Access Management Organisation Administrator (Org Admin) allocates the appropriate P–10 Planning app role to each user in the Access Management app, depending on the level of access required

   - Teacher role

   - Application administrator role — the same functionality as Teacher role with additional administrative privileges such as allocating subjects and year levels to schools and editing and deleting plans created by other users in the school.

Users will receive an automatic confirmation email from the QCAA Portal once a role has been allocated to them.

With the relevant app role allocated, users can log in to the QCAA Portal and click on the P–10 Planning app tile on the QCAA Portal homepage to access the app and start planning.

What you need to do

- Follow the instructions outlined in the above 'Access the P–10 Planning app' section of this memo to organise staff access to the app.

- Inform school staff of the availability of the P–10 Planning app in the QCAA Portal.

  Encourage interested staff to register for an app information session webinar for Prep–Year 6 or Years 7–10.

Finding out more

For more information about the P–10 Planning app, please visit the QCAA website, or email australiancurriculum@qcaa.qld.edu.au.

For help accessing the QCAA Portal and assigning roles, please visit the QCAA Portal Help page, email clientservices@qcaa.qld.edu.au or phone (07) 3864 0299.

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