

Create a VET Marks book

Type: Face-to-face

Duration: 1.5 hours

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What is the benefit of this session?

This course is part of SPS's Short Courses range. The aim of this session is to show users how to effectively set up and manage a VET marks book. The audience for these short courses may vary as some are for more experienced educators who want to enhance their professional development portfolios, while others are for all educators – those with and without a great deal of experience. Participants will have an opportunity to post questions during the webinar or face-to-face sessions.

Important note: SEQTA Administrator access is required.

Recommended attendees

Teachers of VET, VET Coordinators and Administrators responsible for authority uploads.

Key outcomes

- Set up options, course types, Unit of Competencies
- Edit marks book settings
- Assessments
- VET reports
- Do's and don'ts

Australian Professional Standards for Teachers ([AITSL](#)) addressed

2.3, 5.1, 5.2, 5.3, 5.4, 5.5