

1
Session 60 Expectations
 Two supervised assessments per EFTSL per session, each with minimum 30% total weighting.
 For part-time students, the expectation applies on a **pro-rata basis** relative to study load.
Full guidance: [Supervised Assessment initiative update](#).

2
Assessment Options
Integrated: Short supervised element (viva, oral Q&A) added to an existing product. Offers additional assurance of learning and understanding with minimal workload.
Standalone: The supervised activity is the full assessment. Used where real-time demonstration of professional judgement or competence is the primary evidence.
 See [Supervised Assessment Examples](#) for use cases and prompts.

Type	Use when...
Integrated viva / oral Q&A	Assurance of learning + depth verification for existing product; reflection / reasoning key outcomes
Professional conversation	Real-time competence or professional judgement; accreditation contexts
WIL / practicum	Participation embedded or required to pass; employer-observed

3
Large Cohorts
 Large cohorts of more than 200 students require careful consideration. **Where a supervised approach cannot be delivered effectively at scale, an alternative location within the course should be identified** in consultation with your ADA and Course Director.
 Fewer, well-placed supervised assessments are more effective than multiple low-value tasks. Contact your ADA or DLT for advice. Guidance, communication templates, and support resources are available on the [Resources page](#).

4
MS Bookings & PD
MS Bookings is the centrally supported scheduling tool for supervised assessment. When a student books, a Teams meeting is auto-created and both parties receive an Outlook calendar invitation. For Session 60, a suite of support resources is available:

- **14-part video series:** step-by-step setup including creating a booking service, setting availability, sharing booking links in Brightspace, and managing appointments: [Supervised Assessment: Bookings playlist](#)
- **Step-by-step Help Guide:** written guide covering the full setup process: [MS Bookings Help Guide](#)
- **Upcoming PD workshops:** in June-July, Register via [Teaching Academy 202660 PD Events](#)
- **Reach out to DLT:** for large subjects requiring scheduling options outside of Bookings and for student communications relating to Bookings

5
Online Options
Online supervised assessment options are well-established and available to all faculties. The most common approaches are:

- **Integrated viva / oral Q&A / professional conversation via MS Teams:** Most widely used, scalable option that requires real-time demonstration of competence
- **Recorded submission with academic follow-up:** asynchronous; lower on the assurance continuum but a valid step up from standard non-supervised assessment

These are centrally supported, do not require additional technology, and can be implemented now.

← lower assurance higher assurance →

	Non-supervised <i>less secure</i>	Non-supervised <i>more secure</i>	Supervised <i>online</i>	Supervised <i>in-person</i>
6 Assurance Continuum	Essay / report Take-home exam Online quiz (unsupervised) Portfolio / reflection	Recorded video / audio submission Timed online quiz Capstone project + process log	Integrated viva / oral Q&A (Teams) Professional conversation OSCE / simulation (online)	WIL placement /practicum Invigilated exam (on campus) OSCE / simulation (in-person) Lab / field practical

Subjects should include a variety of assessment methods across the continuum. The supervised component need not be the most secure option available, what matters is that it represents an improvement in assurance relative to what was previously in place, and that it is appropriate to the discipline and student cohort.

