# UCD REGISTRY

## Implementation of Assessment Strategy Changes 2024/25

***To:*** *College Vice Principals for Teaching & Learning, Heads of School, School Heads of Teaching & Learning, Chairs of Governing Boards, Programme Deans, Vice Principals for Teaching and Learning, College/School Office Directors, School Managers*

Dear Colleagues

### Assessment Strategy Changes 2024/25
This mail is a reminder to Schools and Colleges that an updated set of assessment strategies and timings has been implemented on the module descriptor on the Curriculum Management System for 2024/25. This requires all Module Coordinators to add assessment information from scratch. To date, one third of module descriptors have **no** assessment strategy recorded for 2024/25, with the CMS closing for these changes on **Friday, 6 September**. As registration is now underway, the lack of assessment information is disadvantageous to students who are trying to plan their module choices. Please see below Key Actions for sharing with Module Coordinators in your area.

### Key Actions

- Check the School's [Modules Missing Data] report to identify descriptors with no assessment strategy.
- Ensure modules that will not be offered in 2024/25 are marked inactive by returning details to the Curriculum Team via this [form] (up to Friday, 6 September) to avoid further follow up on these modules.
- Remind Module Coordinators that:
  - modules commencing in Autumn that do not have an updated assessment strategy by Friday, 6 September will not automatically appear in Grade Entry and will require approval through the exemptions process in order to have assessment information recorded
  - modules with no assessment information recorded will not be included in end-of-trimester examination scheduling (if applicable)
  - once updated, the assessment strategies of modules commencing in Spring or Summer can be further refined if needed when edits for these modules reopen towards the end of the calendar year

### Further Resources
The following supports are available to assist with the implementation of these changes:

- Definitions of available [assessment types]
- [Assessment Strategy FAQs] / [Curriculum Management guides and checklists]
- Contact your [Curriculum College Liaison] / [Drop-in with Curriculum (Zoom)]
- [UCD Assessment]
- [Modules Missing Data] reporting

With thanks for your cooperation in the implementation of this important change.

Kind regards

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## Get in Touch

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