

PRP QUALITY PLATFORM | WWW.PRQUALITY.IO

# PROGRAMME & COURSE PULSE AUDIT TOOLKIT

Aligned to NZQA Integrated Quality Assurance Framework  
(iQAF)

# Governance Overview



## Outcomes

Alignment to NZQF outcomes and graduate profile achievement targets.

## Learner Success

Supporting completion, retention, equity, and learner wellbeing metrics.

## Continuous Improvement

Evidence-based cycles driving quality enhancement and compliance.



# Pulse Audit Cycle

## Upload Evidence

Submit programme documentation and evidence files to the secure platform.

## AI Audit & Validate

AI analyses evidence against iQAF criteria, then validate findings.

## Actions & Dashboard

Assign improvement actions and track progress via real-time dashboard.

# Seven-Folder Evidence Structure Overview



## Folders 1-2

1. Programme Design & Outcomes
2. Course Design & Delivery

## Folders 3-4

1. Assessment & Achievement
2. Learner Success & Wellbeing

## Folders 5-6

1. External Validation & Consistency
2. Data & Improvement

## Folder 7

1. Governance & Self-Assessment
2. Structured for iQAF alignment

# Folder 1 – Programme Design & Outcomes



## NZQF Alignment

Ensure programme structure meets NZQF level descriptors and credit requirements.

## Graduate Outcomes

Define clear graduate profiles with measurable competencies and industry relevance.

## Programme Approvals

Document NZQA approval records, programme reviews, and compliance evidence.



# Folder 2 – Course Design & Delivery

## Teaching Quality

Assess teaching effectiveness, pedagogical approaches, and instructor competency standards.

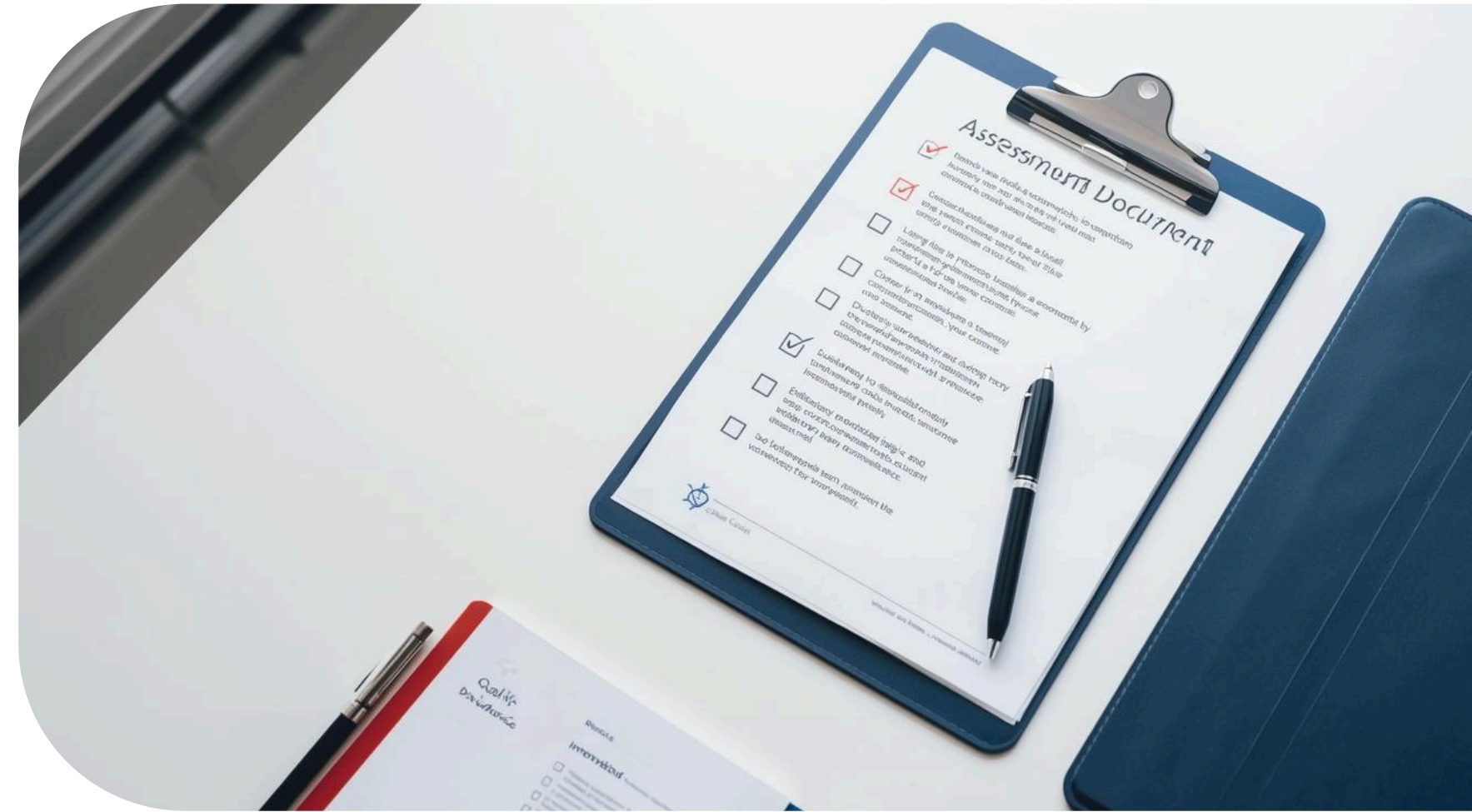
## LMS Usage

Evaluate Learning Management System utilisation and digital resource accessibility.

## Learner Engagement

Monitor participation metrics, attendance patterns, and interaction quality.

# Folder 3 – Assessment & Achievement



## Assessment Validity

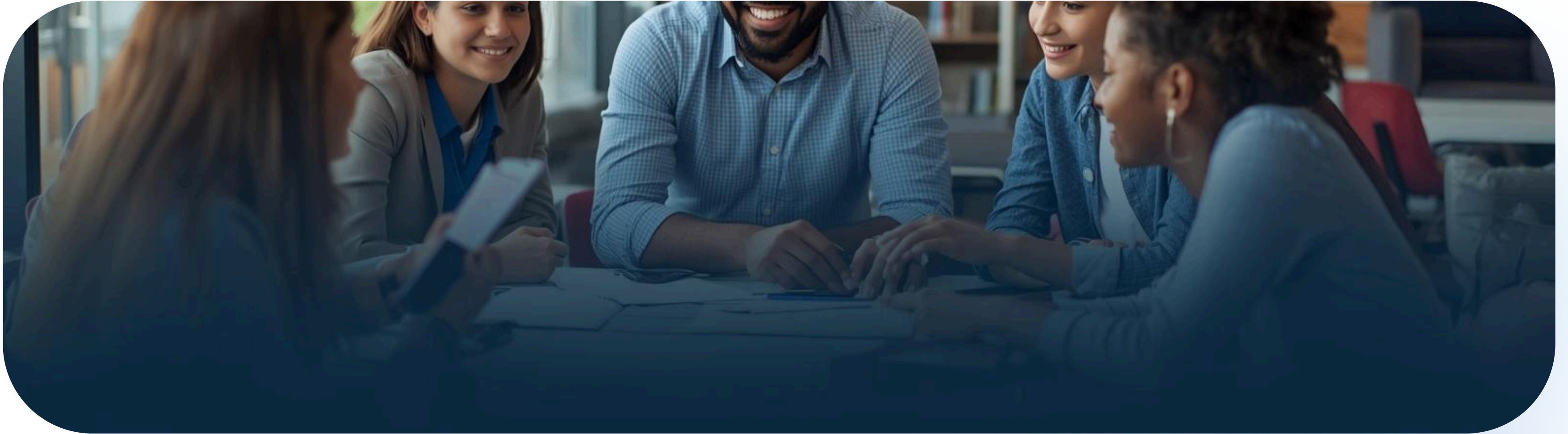
Ensure assessments align with learning outcomes and NZQF standards.

## Moderation Processes

Implement robust internal and external moderation for consistency.

## Fairness in Assessment

Guarantee equitable assessment practices for all learners.



# Folder 4 – Learner Success & Wellbeing

## Retention Rates

Track completion rates, identify at-risk learners, and monitor progression data.

## Equity Considerations

Ensure equitable access and outcomes for all learner demographics and groups.

## Learner Support Services

Document pastoral care, academic support, and wellbeing initiatives.

# Folder 5 – External Validation & Consistency



## Industry Benchmarking

Compare programme outcomes against national and international industry standards and best practices.

## Validation Processes

Document external moderation, industry advisory input, and stakeholder feedback mechanisms.

## Quality Assurance

Ensure consistency through external review processes that validate programme integrity and relevance.



# Folder 6 – Data & Improvement

## Data Analytics

Track learner performance metrics and programme outcomes through comprehensive data collection.

## Trend Analysis

Monitor patterns over time to identify areas requiring intervention and improvement.

## Action Tracking

Document improvement actions and monitor progress toward quality enhancement goals.

# Folder 7 – Governance & Self-Assessment



## iSAF Reports

Document institutional self-assessment findings and improvement plans.

## Governance Committees

Evidence of committee oversight and quality assurance decisions.

## Assurance Documentation

Maintain governance ownership records and validation evidence.

# PRP Audit Output & Risk Ratings



## What is Working

Evidence aligned to iQAF requirements with strong documentation practices.

## What is Missing

Gaps in evidence or incomplete documentation requiring attention.

## What to Fix

Priority actions to address compliance gaps and improve quality.

## Risk Rating

- Green: Compliant
- Yellow: Needs Attention
- Red: Critical Action Required



# Executive Dashboard & Overall Assurance

## Outcome Achievement

Track graduate outcomes and NZQF alignment metrics.

## Completion & Equity

Monitor completion rates and equity indicators for learner success.

## Risk & Benchmarking

Assess risks and benchmark against industry standards for continuous improvement.

# Thank You



Thank you for your attention. For more information about the Programme & Course Pulse Audit Toolkit and how it can support your institution's quality assurance journey, please visit our website or contact us directly for toolkit access and consultation.

**Contact: [info@prpquality.io](mailto:info@prpquality.io)**