



**INTERNATIONAL
AGRICULTURAL
ACADEMY
FOR AFRICA**

POLICY ON THE DEVELOPMENT OF LEARNING MATERIALS

Document Number	06/VER001/23
Responsible Department	Content Development Department
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Approved by	Board of International Agricultural Academy for Africa (Pty) Ltd
Date of Approval	24 April 2023
Implementation Date	1 May 2023
Review Date	January 2025

Background

The International Agricultural Academy for Africa (i3A) was established on 21 July 2015 and accreditation was awarded by the Agricultural Sector Education Training Authority: Education Training Quality Assurance (AgriSETA ETQA) which falls under the South African Qualifications Authority (SAQA).

The role of AgriSETA facilitates the implementation of learning through Learnerships, Skills Programmes, Adult Education and Training, and tertiary studies or in-service training. To ensure the quality provision of education and training, AgriSETA is also responsible for accrediting sector-specific training providers and for monitoring the standards of training presented.

Each qualification registered with the South African Qualifications Authority (SAQA) has Qualification Rules which outline the minimum credits necessary to complete a qualification. The credits are awarded by successful completion of the Unit Standards for each qualification given by SAQA. Each Unit Standard has a set of Specific Outcomes and Assessment Criteria. The Specific Outcomes and Assessment Criteria are used to compile the Learning Material (Content and Assessments), this ensures that after successful completion of all the assessments in a particular qualification, a student will be found competent for the qualification.

Introduction

Although learning material should be developed to serve quality and intellectual credibility, and in coherence with institutional mission and goals, it must reflect a balance between academic freedom and institutional authority. The development of learning material is a continuous process acknowledging the fact that there are continuous developments in science, society, and context. Learning material should support learning outcomes and programme purposes.

Learning material development

- Learning material must continuously be developed and must include new research and/or publications in each field of learning or specific subjects.
- In concurrence with the mission and objectives of the institution, any void claims and needs that occur in practice should lead to the development of learning materials.
- The development of learning materials should be in alignment not only with i3A's vision and mission but especially with the goals of the programme and underpinning philosophies.
- Each lecturer is responsible for the development of his or her learning material.
- Modules are coherently planned in the development of the programme and should be developed as such regarding content, level, credits, purpose, outcomes, rules of combination, scope, and depth.
- All new learning material should be submitted to the quality committee for evaluation.
- Teaching and learning materials should be developed and/or selected and used in keeping with the learning-centred approach espoused by i3A.
- With a learning-centred approach, good care should be taken with the style in which and care with which material is crafted. Electronic teaching and learning materials, such as PowerPoint slides, WebCT materials, websites, and so on, should adhere to best practices for the development of successful materials in these media.
- Learning material should be developed in such a way that it promotes quality learning, i.e., learning characterised by the development of complex and higher-order knowledge, skills, and applied competencies.
- Learning material should be developed taking cognisance of the fact that learning is active, constructive, cumulative, contextual, and goal-directed.

Teaching and learning materials should be developed and/or selected and used with due reference to:

- The level of academic development of the students, including the ability of students to appraise the quality of materials.
- Special needs that students may have.
- Outcomes meeting the needs of the labour market, and socio-cultural needs.
- Outcomes aligned with the vision and mission of i3A as well as the purpose of the programme.

Teaching and learning materials should be developed and/or selected and used to play an integral role in the general development of students as envisaged by i3A.

Teaching and learning materials should be developed and/or selected and used with a view to expand students' knowledge and challenge their abilities, and with due reference to the outcomes of the module and the programme. Comments from external examiners and moderators regarding learning material should be considered, studied, discussed, and incorporated into learning material if necessary and applicable.

Minimum Requirements

- Teaching and Learning materials must be developed on a level with the mode of delivery of a specific programme.

The following are the minimum general requirements:

- Study material must be available on the Agripedia platform regardless of the provision of hard copies.
- Study material must be inclusive of all teaching and learning components regarding a module or course.
- Teaching and learning materials should be selected with the level of academic development of the students and the relevant NQF level in mind.
- Teaching and learning materials should take into consideration the intended outcomes of the module and the programme.
- Teaching and learning materials should take into consideration the intended mission and vision of the programme and the institution.
- Teaching and learning materials should make use of contemporary academic publications, as far as possible.
- Teaching and learning materials should be reviewed annually.
- All lecturers must adhere to the requirements of this policy.

Copyright and Intellectual Property

All publications referenced and/or publications cited in the teaching and learning materials must always be acknowledged and must meet accepted norms of academic practice and referencing. No other copyrighted material may be included in teaching and learning materials without permission and/or accepted norms of referencing.

Developed learning materials are the intellectual property of i3A.