

15 August 2007

To: SQA Co-ordinator

Action by Recipient
→ Response required
Note and pass on
Note — update/information only

Contact Name: Sue Macfarlane/Linda Meikle
at Glasgow
Direct Line: 0845 213 5465/5466
E-mail: sue.macfarlane@sqa.org.uk
linda.meikle@sqa.org.uk

The contents of this letter should be passed on to the members of staff responsible for the delivery of:

SVQs in Accounting

Dear Colleague

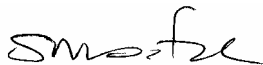
SVQs in Accounting — Quality Network

A Quality Network has been arranged to support the SVQs in Accounting. The Network will be suited to Assessors and Internal Verifiers involved in the day-to-day provision and delivery of SVQs in Accounting. A draft programme is attached for your information but should you wish to raise any other issue for discussion please indicate this on the delegate response form.

You can reserve a place at the event by copying as appropriate and completing the attached delegate form and returning it to SQA by **14 September 2007**.

If you have any queries regarding any aspect of the event do not hesitate to contact me or Linda on the numbers above.

Yours sincerely



Sue Macfarlane
Qualifications Manager

SVQ ACCOUNTING QUALITY NETWORK

Wednesday 26 September 2007 — Stirling Management Centre

Delegate registration form

Please return the registration form by **Friday 14 September 2007**.

Name _____

Designation _____

Organisation _____

Address _____

Postcode _____

Telephone _____

E-mail _____

Please indicate if you have any special dietary requirements _____

Additional issues for discussion _____

Please return your registration form to:

Christine Collins
SQA
The Optima Building
58 Robertson Street
GLASGOW
G2 8DQ

Tel: 0845 213 5458

E-mail: christine.collins@sqa.org.uk



SVQ ACCOUNTING QUALITY NETWORK

Wednesday 26 September 2007

at Stirling Management Centre

Draft programme

1000-1030 hours	Registration and Coffee	
1030 hours	Welcome and Introduction SQA Update	Sue Macfarlane Qualification Manager
1045 hours	Verification Update	Kim Tree Senior Verifier
1110 hours	Association of Accounting Technicians (AAT) Update	Patricia McDonagh Head of E & T Operations and Development AAT
1130 hours	Assessor Guidance and General Networking	Work Groups
1230 hours	Lunch	
1315 hours	Marketing of SVQs in Accounting	Work Groups
1400 hours	Plenary	