



Australian Institute of Architects

2018 Edge Conference CPD

1. Introduction

The Institute is committed to providing Architects with quality CPD consistent with the joint policy developed by the Architects Accreditation Council of Australia and the Australian Institute of Architects.

The Institute's 2018 National Conference will provide attendees with world class information delivered via a curated programme. The points below clarify points of intersection between attendance at the Conference and subsequent recognition of CPD points.

2. Conference Material's Use as CPD

The 2018 Conference material will meet the criteria for both *formal* and *informal* CPD as specified in the joint policy.

Conference sessions will meet the formal CPD definition by providing new knowledge and skills via sessions which are supported by defined learning outcomes, are delivered by qualified presenters and require completion of an assessment – in this case a written report submitted after the activity.

Conference sessions will also meet the informal CPD definition by providing information which is educational, new knowledge and applicable to practice.

3. CPD Allocation Table

The schedule of informal and formal points will be provided in the *Edge 2018 CPD Allocation table* which will be available from the conference website. This document will be produced as soon as the programme is finalised in April 2018.

No individual session will provide more than two informal CPD points per the ARB guidance that: "only two hours can be claimed for an informal activity at any one time".

The 2018 Conference will follow the ARB guideline of one CPD point delivered per hour of content per the ARB guidance that: "Generally one CPD point is allocated for every hour of involvement in a CPD activity, although caps apply for some activities."

The total amount of available CPD will depend on the final programme.

4. Claiming of Formal / Informal CPD

The *Allocation table* will clearly indicate that CPD points for relevant sessions can be claimed as either formal *or* informal but not *both*.

5. CPD Formal Learning Outcomes

Learning outcomes for the 2018 Conference will be developed by the Institute, in conjunction with each presenter, as part of the content management programme. Learning outcomes will be provided to each registrant via email.

There is no formal definition which governs the formulation of outcomes beyond “learning outcomes must be stated”. In practice, the Institute will be guided by educational best practice.

6. CPD Formal Learning Assessment

The Institute will require attendees submit, via a link on our conference website, a minimum 400-word paper for each session for which they claim formal CPD.

There is no formal definition which governs the formulation of such assessments beyond “a paper or report submitted after the activity”. In practice, the Institute will require papers to meaningfully address the stated learning outcomes and will audit a subset of supplied content.

7. Attendee Certificates

The Institute will provide each 2018 Conference attendee with a certificate which aligns with the ARB CPD Activity Record for Architects template. The certificate will identify those sessions for which formal CPD points are applicable and where an acceptable assessment has been received by the Institute. The certificate can be used by the attendee as the basis for lodging a claim for point recognition with their local Board(s).