

TAXONOMY OF LEARNING AND TEACHING ACTIVITIES

A standardised taxonomy helps understanding and makes allocating teaching sessions simpler and clearer, and ensures students have a consistent understanding of what type of learning session they are attending. For units of study that engage casual academic staff, a standard taxonomy and how it relates to the correct classification of activities helps to ensure we pay our casual academic staff members correctly and in accordance with our [Enterprise Agreement](#).

		Paycode*		
		Responsible for activity	May be present	Any observers
Self-Directed Learning	Learning and study undertaken independently of scheduled class time.	No paycode – Sydney Curriculum only		
Placement	Extended off-site activity with an external organisation designed to provide work experience	No paycode – Sydney Curriculum only		
Lecture	<p>Lectures are the primary delivery of education where curriculum topics are introduced or worked through for the first time. Lectures are usually with larger groups.</p> <p>Lectures typically involve structured presentations and activities, with varying degrees of opportunity for student interaction.</p>	POx	DEx	AOx
Seminar	<p>Any class which includes both lecture activities and tutorial activities.</p> <p>If an academic is expected to deliver both lecture and tutorial content in the Seminar, the Seminar will be treated as a lecture.</p> <p>Other teaching staff may also be present and must be paid according to the duties they perform.</p>	POx	TUx	AOx
Tutorial	<p>Tutorials involve the supplementary delivery of education where curriculum topics, commonly already covered elsewhere in a lecture, seminar or other educational format are discussed, clarified, elaborated or applied to problems in an interactive manner.</p> <p>Tutorials are usually with smaller groups.</p>	TUx		AOx

**NOTE: Casual academic staff with responsibility for carrying out a teaching session as described in this table are allocated paycodes in the column “Responsible for activity”. During the course of a teaching session, it is possible for other staff (without responsibility for carrying out the teaching session) to perform other duties. These staff are paid rates of pay that align to the specific duties and tasks they are asked to perform (please refer to the columns “May be present” and “Any observers”)*



Workshop	<p>Any class where curriculum topics (previously introduced) are discussed, clarified, elaborated or applied to problems (eg - tutorial), and which are supported by some skills-based activities (e.g. experimental procedures, laboratory work, equipment use).</p> <p>If an academic is expected to deliver both tutorial content and demonstrating activities in the Workshop, the Workshop will be treated as a tutorial.</p> <p>Other teaching staff may also be present and must be paid according to the duties they perform.</p>	TUx	DEx	AOx
Practical	<p>Any class where students observe or carry out experimental procedures, laboratory work, equipment use, or other practical classes, and which are supported by discussion, clarification, elaboration, or application of problems to curriculum topics (previously introduced).</p> <p>When staff discuss, clarify, elaborate, or apply curriculum topics to problems in an interactive manner, and/or answer more detailed questions on curriculum topics, the Practical will be treated as a tutorial.</p>	DEx	TUx	AOx
Demonstration	Students performing or observing a skills-based activity with no teacher led discussion, clarification, elaboration, and/or application of curriculum topics.	DEx		AOx
Fieldwork	Any Workshop or Practical, when carried out outside a designated University teaching space		TUx DEx	AOx
Film	A film screening attended by both students and academics.	AOx		
Setup	Set up equipment for sessions involving experimental procedures, practical classes, laboratory work, or use of equipment in a structured activity format	AOx		
Assessment	Supervision or marking of students undertaking an exam or live assessment.		MOx AOx	
Marking	Marking that did not, or could not have reasonably been, performed during the teaching session (aka. non-contemporaneous marking)	MOx		

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Other <u>required</u> academic activities	Including (but not limited to): <ul style="list-style-type: none"> • Admin (emails, student forums, etc) • Meetings • Required attendance • Student consultation • Unit/material development • Preparation (non-associated working time) • Subject coordination duties • Academic integrity activities • Project & research supervision • Training • Supervision activities associated with coursework and research 	AOx		
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MEDICINE & HEALTH ONLY

		Paycode*		
		Responsible for activity	May be present	Any observers
Clinical delivery	Delivery of clinical education sessions, including facilitation and supervision		CDx CNx CMx DEx	
Non-contact clinical duties	Preparation, student evaluation, counselling, examination of patient care plans, and liaising with health agencies (in association with a clinical education session)	CMx		

CONSERVATORIUM ONLY

		Paycode*		
		Responsible for activity	May be present	Any observers
One-on-one music lesson	Staff member delivers a one-to-one lesson in musical performance	PRA		
Musical accompaniment	Provision of musical support or complement, whether instrumental or vocal, to another musical part or composition, performed by	PRx		

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	either a student or another member of academic staff.			
Masterclass	This activity is a group learning experience delivered by an external guest who provides feedback on individual performers for the benefit of all students in the session.		Pox Tux	
Sectional	Leading a smaller subset of a large instrumental or vocal ensemble as a supplementary learning experience to a full rehearsal		Tux Dex	
Recital exam	The assessment of exams for future students and current students undertaking ensemble studies or auditions for global mobility		MO3 PRD/B	
Audition	The assessment of auditions for future students and current students undertaking ensemble studies or auditions for global mobility		MO3 PRD/B	
Performance	Performing in an educational setting either as a public or private concert or rehearsal in an ensemble or a soloist.		P0x Tux	
Student recruitment	Undertaking recruitment initiatives for future students	A0x		

OPEN ACADEMY ONLY

		Paycode*		
		Responsible for activity	May be present	Any observers
Lecture	Lectures are the primary delivery of education where curriculum topics are introduced or worked through for the first time. Lectures are usually with larger groups.	OA12		
Marking	Marking that did not, or could not have reasonably been, performed during an allocated class.	OA4		
1:1 teaching	This activity applies to one to one lessons in musical performance	OA3/8		

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EDUCATION PORTFOLIO

Tutorial	Tutorials involve the supplementary delivery of education, where curriculum topics that may have already been introduced in a lecture, seminar or other educational format are discussed, clarified, elaborated or applied to problems in an interactive manner.		OA5/6 OA10/11	OA1/2
Workshop	Any class where curriculum topics (previously introduced) are discussed, clarified, elaborated or applied to problems (eg – tutorial), and which are supported by some skills-based activities (e.g. experimental procedures, laboratory work, equipment use).		OA5/6 OA10/11	OA1/2
Short course	Group teaching activities run over a series of weeks for a period typically shorter than a traditional semester.		OA5/6 OA10/11	OA1/2
Ensemble	Group teaching and practice		OA5/6 OA10/11	OA1/2

Updated 2nd October 2025

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