NSW Department of Education

Submitting final 10-week Challenge (10wC) awards

NSW Premier's Sporting Challenge

June 2026



NSW GOVERNMENT

Acknowledgement of Country

We recognise the Ongoing Custodians of the lands and waterways where we work and live. We pay respect to Elders past and present as ongoing teachers of knowledge, songlines and stories. We strive to ensure every Aboriginal and/or Torres Strait Islander learner in NSW achieves their potential through education.

Submitting final 10-week Challenge (10wC) awards

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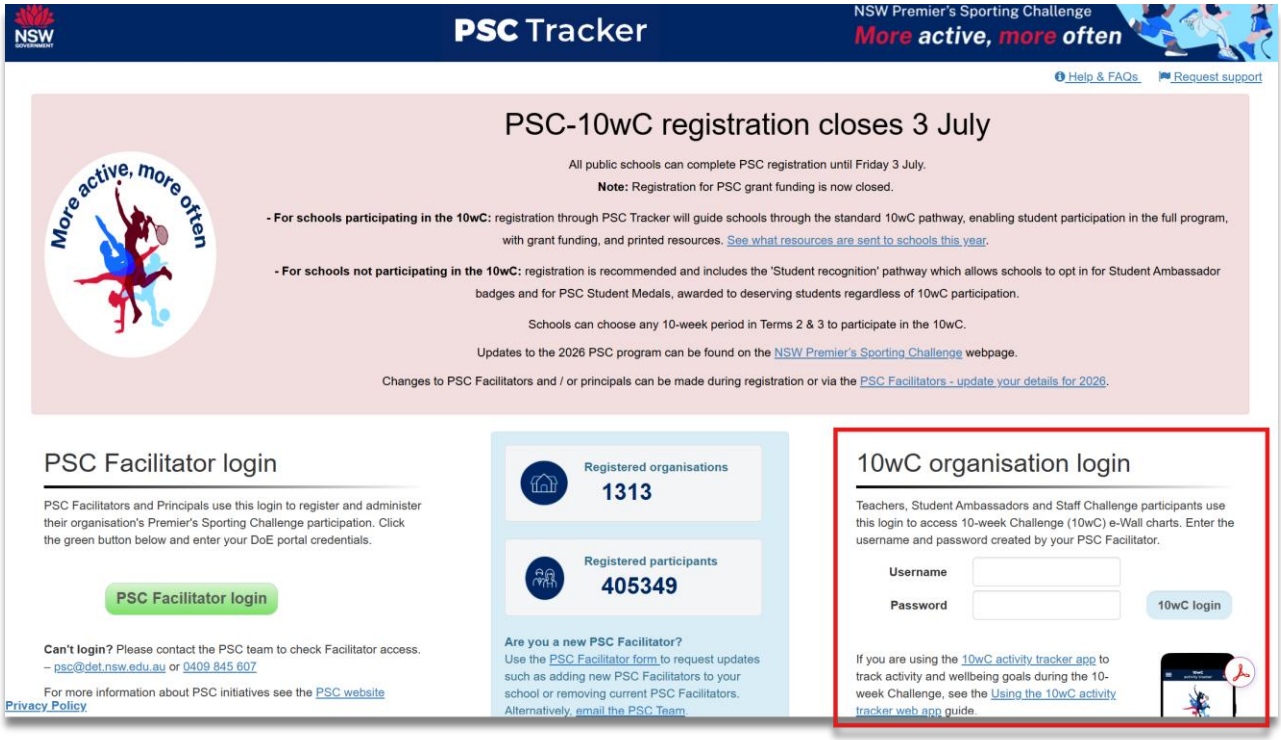
How to submit 10wC final awards – classroom teacher instructions

PSC 10-week Challenge (10wC) final award data can now be submitted by teachers through the e-Wall chart on the PSC Tracker website (https://www.psctracker.com.au/) in preference to the PSC Facilitator. (Note: PSC Facilitator instructions are on page 8.)

Basic steps

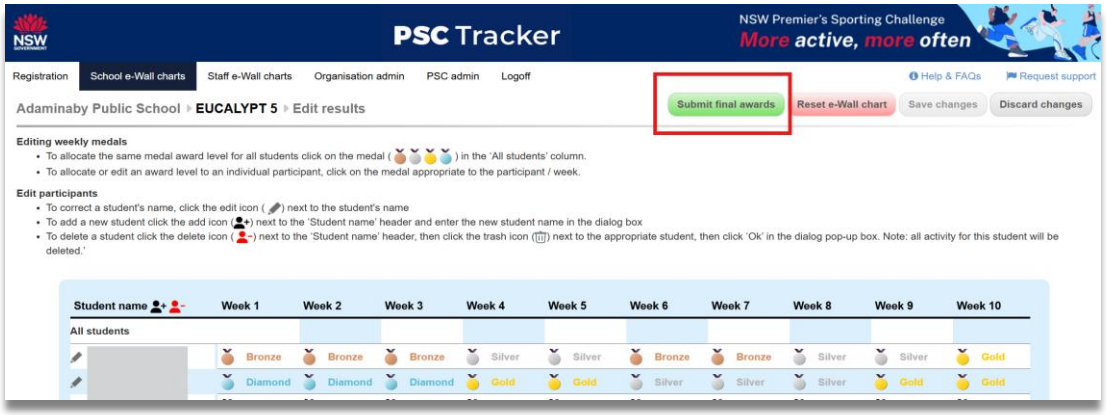
1. Login to the PSC Tracker via the **'10wC organisation login'** using the username and password created by the Facilitator during registration. Note for Facilitators: School login credentials can be found in the **'Registration Summary'** on the **'Organisation admin'** tab.

Image 1: Screenshot of the PSC Tracker landing page with the '10wC organisation login' pathway highlighted.



2. The **'School e-Wall charts tab'** page should open (top left tab on page).

Image 2: Screenshot of the PSC Tracker completed e-Wall chart with the 'Submit final awards' button highlighted.

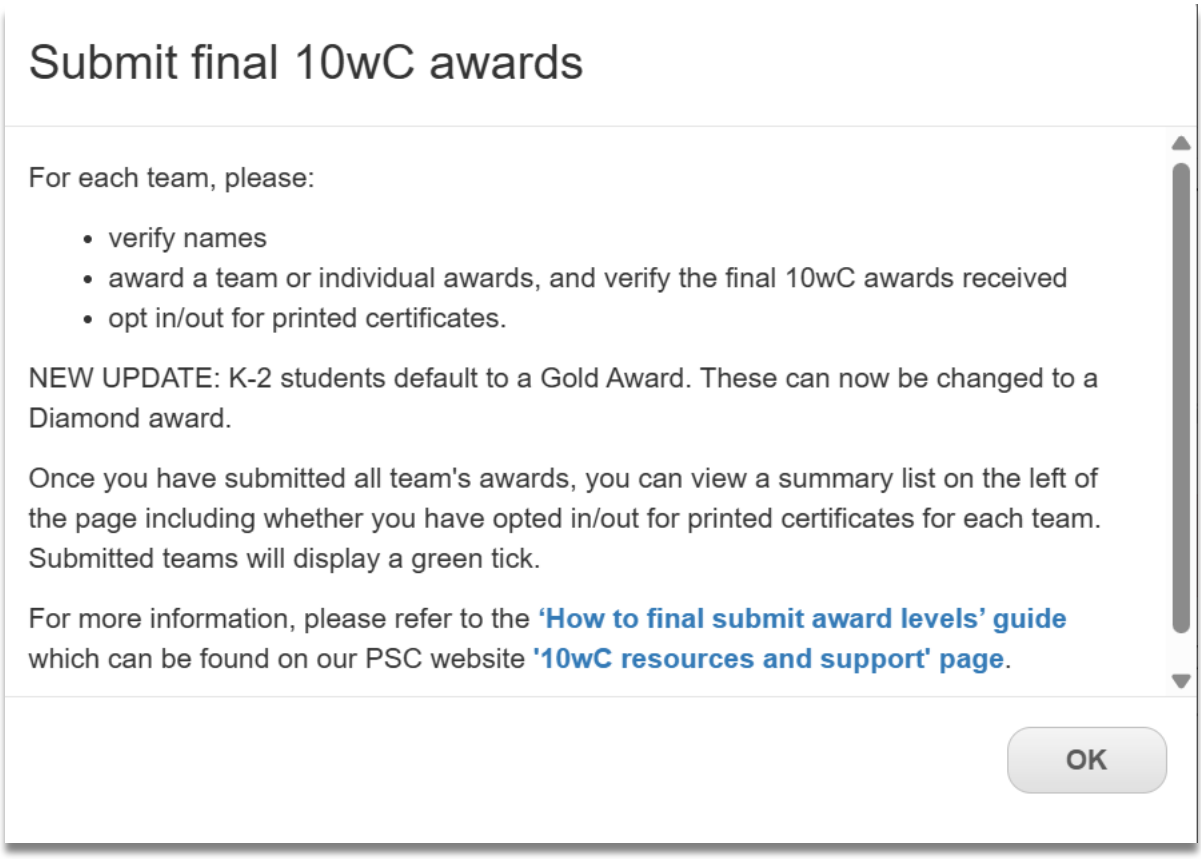


3. Find the appropriate class and select **'View e-Wall chart'.** If you need to update weekly participant award entries, please do this before completing the next step.

   If the e-wall chart is incomplete, you can adjust the final award in the following steps.

4. Select the green **'Submit final awards'** button.

Image 3: Screenshot of the PSC Tracker award submission submit final awards pop-up instructions.

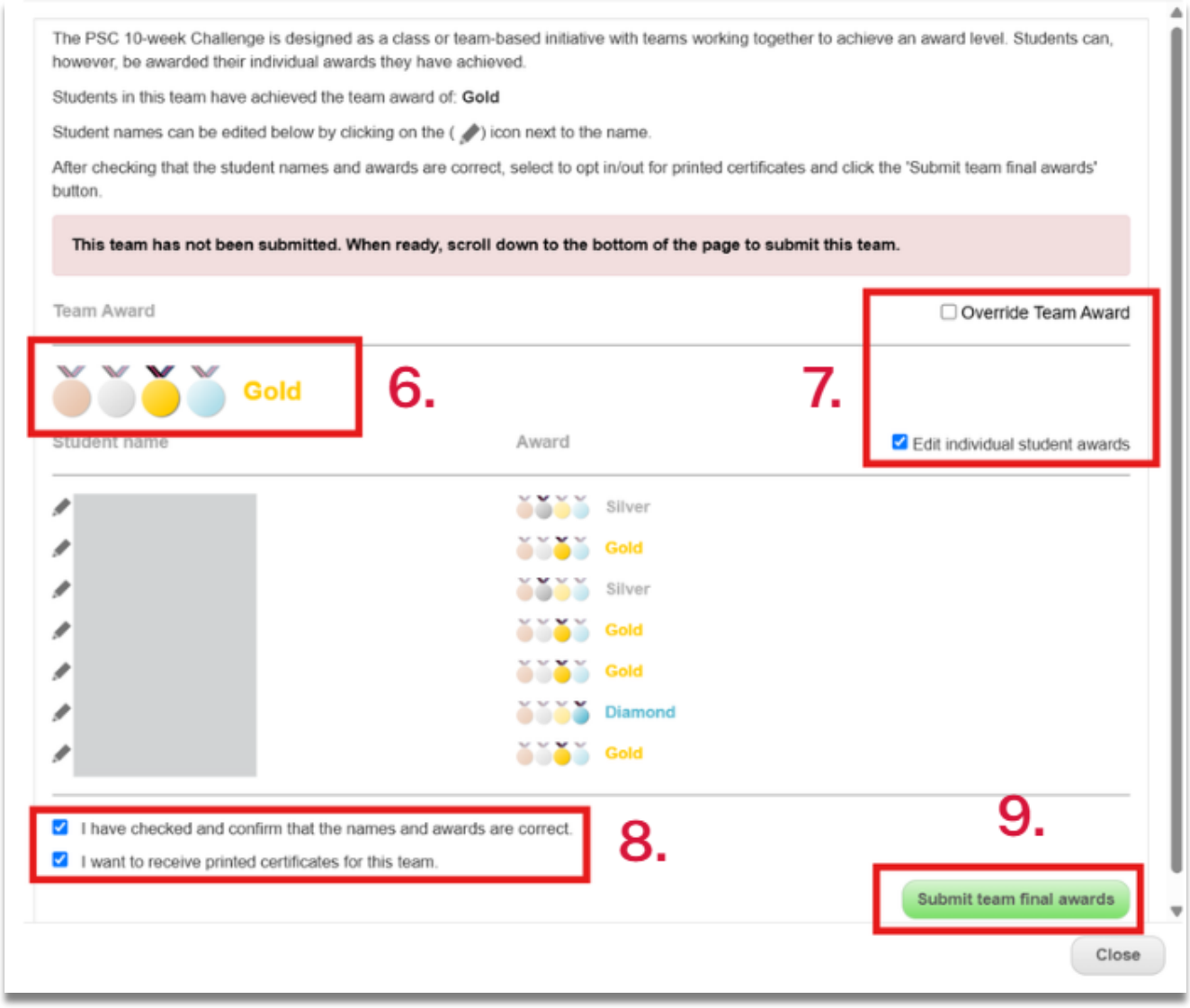


5. This will display a pop-up (image 3 - above) outlining mandatory steps required for submitting final awards. These include verifying student names, submitting based on team or individual basis and opt in/out of printed certificates.

6. After you close the pop-up, the submission page will display. The team award (average across all participants) will be displayed in the top, left corner (image 4 - below).

Submitting final 10wC awards

Image 4: Screenshot of the PSC Tracker submit final awards page with highlights and numbers corresponding to the steps above.



7. If you wish to submit on an individual basis, ensure the **'Edit individual student awards'** box is ticked.

   If you wish to submit a different class award, ensure the **'Override team award'** box is ticked and select the award. (This is necessary if the e-Wall charts are incomplete. See more detailed instructions on pages 6-7).

8. Check the box to confirm participant names are correct. Spelling can be amended by clicking on the corresponding pencil icon.

   Note: to add or delete students, you will need to do this in the team's e-Wall chart and return to this submission page.

   Indicate whether you want to receive printed certificates.

9. Select the green **'Submit final awards'** button to finalise.

   To change an award level, please see your PSC Facilitator to complete the action if the school's awards have not been fully submitted.

Changing or adding an award level

Years 3-12

The default option for participants in Years 3-12 (without award data) is a 'Bronze award'. This is based on the 150 minutes of recommended sport and physical activity as outlined in the Department's sport and physical activity policy and ensures all students will receive a minimum of a Bronze award level.

Table 1: PSC 10wC award level breakdown for students

Award	Activity time (daily)	Activity time (weekly)
Bronze	30 minutes	150 minutes
Silver	45 minutes	225 minutes
Gold	60 minutes	300 minutes
Diamond	80 minutes	400 minutes

It is expected that NSW schools provide all students with opportunities to meet the 'Bronze award' requirement through weekly sport, organised events and physical activity programs. Therefore, even if tracking has not been consistent, the submission of a 'Bronze award' is legitimate.

Years K-2

The default award level for K-2 teams is a 'Gold award'. Schools have the option to award their K-2 teams with a 'Diamond' award level if teachers feel that their class has participated at this level of activity throughout the challenge. (Refer to table 1 for 10wC award level breakdown for students).

It is important to remember that the 10wC is a participation challenge. The K-2 team award change is consistent with PSC values when it comes to ensuring our youngest participants develop positive attitudes toward sport and PA as well as encouraging good sportsmanship, teamwork and, ultimately, a lifelong commitment to being 'more active, more often' (MAMO).

Staff

Staff award levels reflect the Australian Government – Department of Health and Aged Care which recommends that adults undertake either 150-300 minutes of moderate intensity physical activity, or 75-150 minutes of vigorous intensive physical activity, or an equivalent combination of both, per week.

Table 2: PSC 10wC award level breakdown for staff participants

Award	Activity time (daily)	Activity time (weekly)
Bronze	20 minutes	100 minutes
Silver	25 minutes	125 minutes
Gold	30 minutes	150 minutes
Diamond	45 minutes	225 minutes

Calculating final awards without logbook tracking or e-Wall chart data entry

If tracking materials such as hard copy or digital logbooks are not used consistently or if weekly data is not be entered by students or teachers consistently in the Tracker, final award level results will be based on the average of the awards entered, or default to the minimum award level (Bronze).

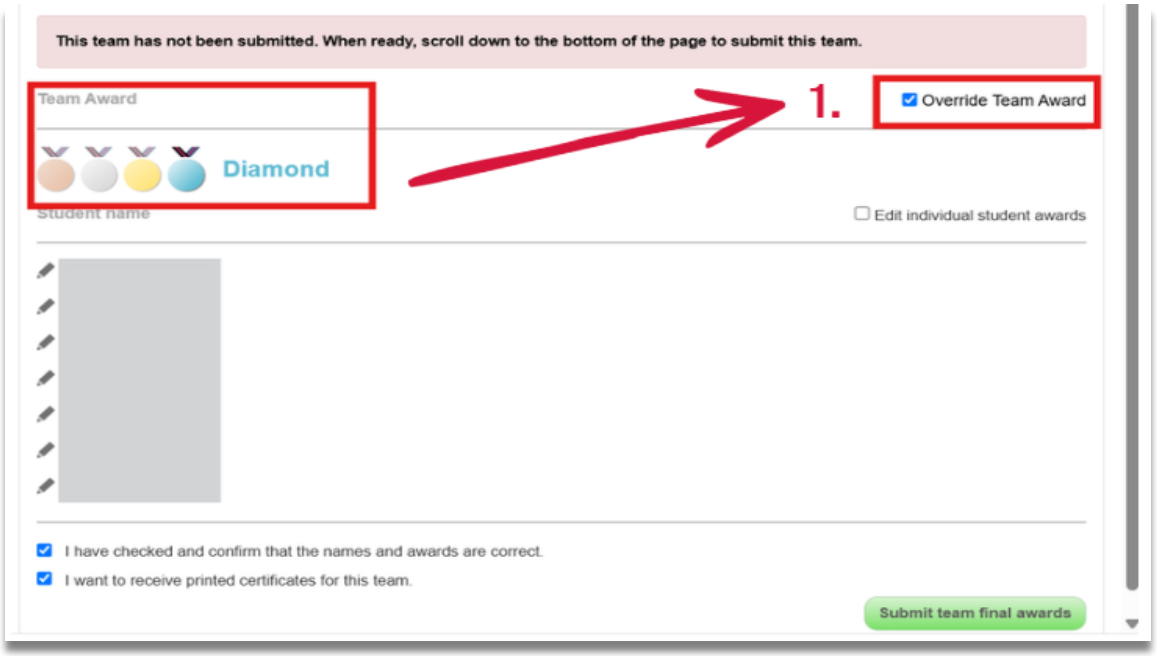
In this case, you may wish to estimate and/or backdate final awards and ultimately override the award levels calculated or defaulted.

Results can be estimated based on how active students were during previous active periods when more structured sporting activities or events occurred. You can even simply ask them what activity they've done. Most will have done something during the previous few weeks whether it was a walk outside or playing in the yard. It all counts!

Basic steps

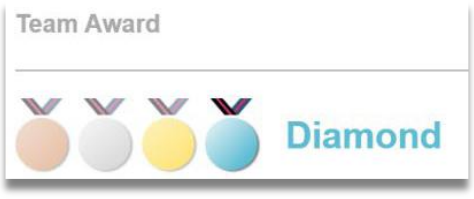
1. If you feel a calculated team award level does not accurately reflect the activity level of the students (remembering this award is either calculated based on the average award data entered or is a default award level based on scholastic year), select the **'Override team award'** tick box.

Image 5: Screenshot of the PSC Tracker award submission page with the override function highlighted.



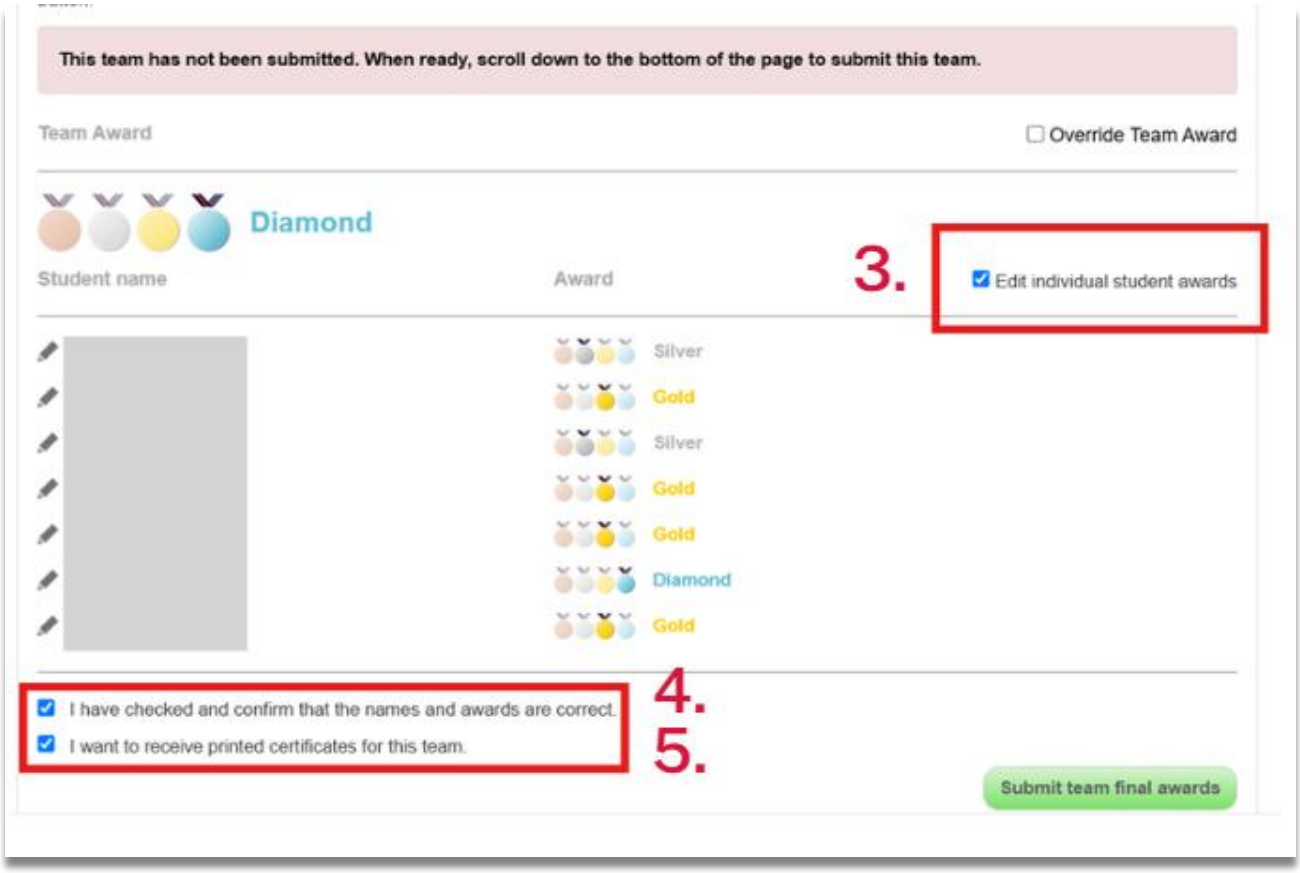
2. Select the desired award level.

Image 6: Screenshot of the PSC Tracker team award level icon options – Bronze, Silver, Gold and Diamond. This applies to all registered teams including K-2.



3. If you would like your students to receive their individual award level / certificates, select the 'Edit individual student awards' checkbox. This will autofill awards based on e-Wall chart data or default options where no e-Wall chart data is present ('Gold' for K-2 and 'Bronze' for 3-12). Note: You may change the individual award level for 3-12 students on this page, if necessary. K-2 can only receive 'Gold' on an individual basis.
4. Confirm the spelling of names and award levels are correct. They way a student's name appears in the Tracker is the way it will appear on the printed certificate.
5. Confirm the printing of certificates for all or only certain classes by selecting the check box at the bottom. Note: the default option for certificate printing is 'opt in'.

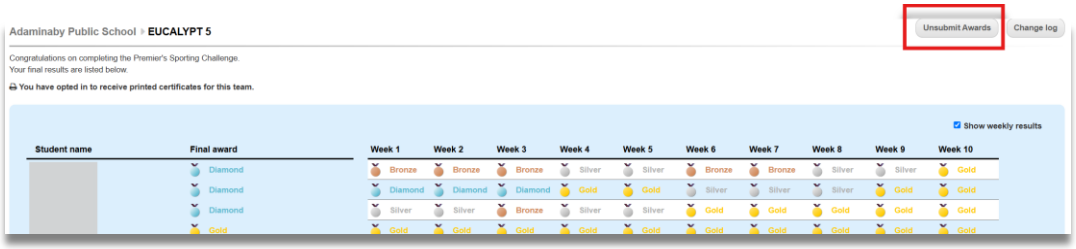
Image 7: screenshot of the PSC Tracker submit final 10wC awards page with highlights and numbers corresponding to the steps above.



Once submitted, you will receive a pop-up that allows you to download the End of Challenge (EoC) certificates if you wish. Alternatively, you can download them from our website at any time on the 10wC resources and support webpage under the 'Concluding the challenge' drop down.

Note: Teachers can 'unsubmit' student results after submission to allow further editing.

Image 9: Screenshot of a completed award e-Wall chart with **'unsubmit Awards'** function highlighted for further editing.



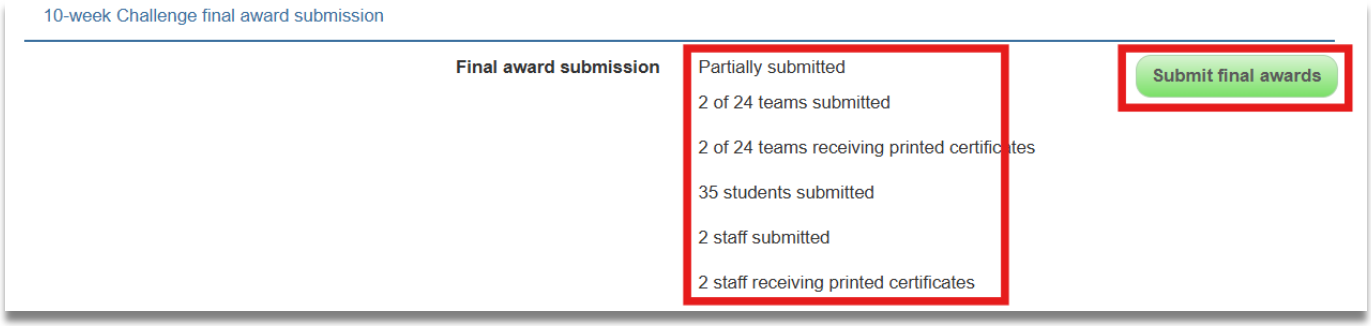
How to submit final 10wC awards – PSC Facilitator instructions

Login to the PSC Tracker as a PSC Facilitator (using the green facilitator button). This should open the **'Organisation admin'** tab - registration summary.

Scroll down the page to the '10-week Challenge final award submission' section and select the green **'Submit final awards'** button (see below).

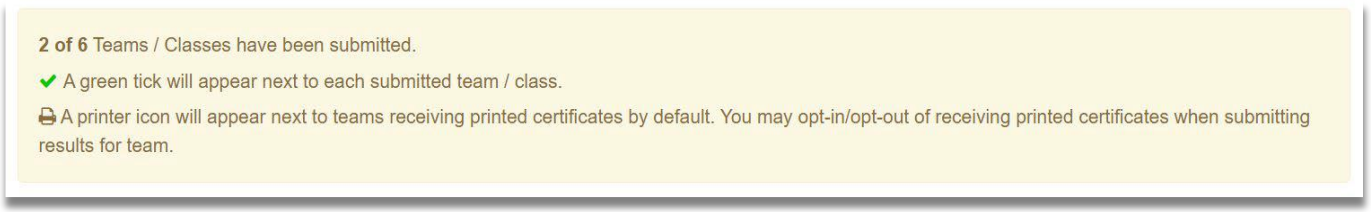
You will notice additional submission information (below) to help to provide accurate summary of participant awards and may serve to remind facilitators of any outstanding award submissions.

Image 10: Screenshot of the PSC Tracker registration summary page with the '10-week Challenge final award submission' section highlighted.



Please note on the 'Submit final awards' page, the yellow box at the top of the page indicates how many classes have been submitted, and how many of the submitted classes you have chosen to have certificates printed for (represented by a printer icon – see image 10 - below).

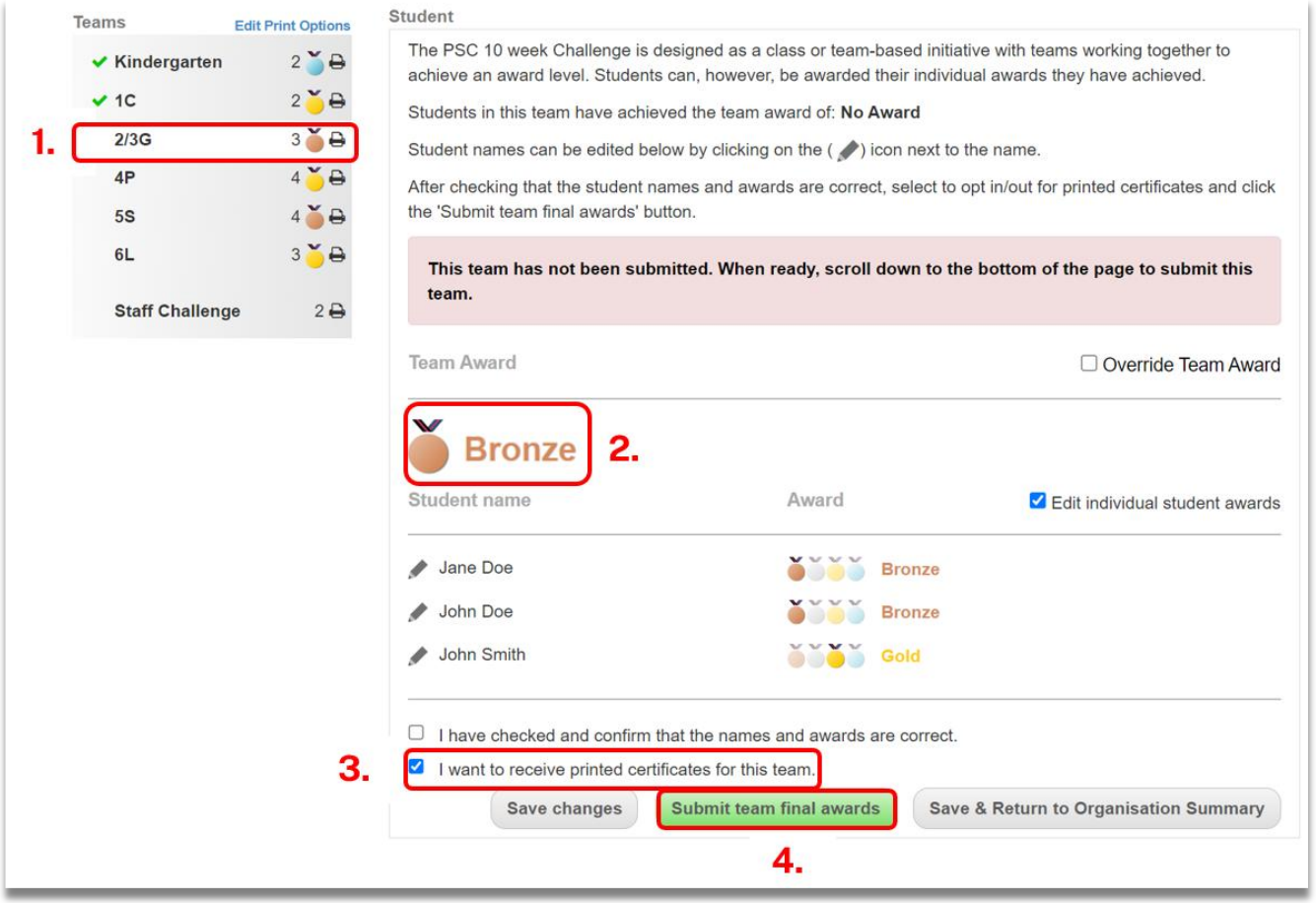
Image 11: Screenshot of the PSC Tracker - Yellow confirmation box on the awards submission page highlighting the team / class submission and print status for the school.



Basic steps

1. Select the appropriate class from the list

Image 12: Screenshot of the PSC Tracker – typical awards submission process with highlights and numbers corresponding to the steps below.



2. The award levels calculated and / or defaulted for students in this 2/3 class example. (See page 4-5. if you wish to revise this).
3. Check the box to confirm all student names are accurate and there are no student names missing. Spelling can be amended by clicking on the corresponding pencil icon.
4. Select 'Submit final awards' and repeat for all teams and staff challenge team if appropriate. A green tick will appear beside each class that is fully submitted. Some classes may have a tick as they have been completed by the class teachers.

Fully submitted - school certificate award level / email / status

When all teams have had their 10wC final awards submitted the PSC Facilitator will receive a few forms of confirmation that their school has completed award submission:

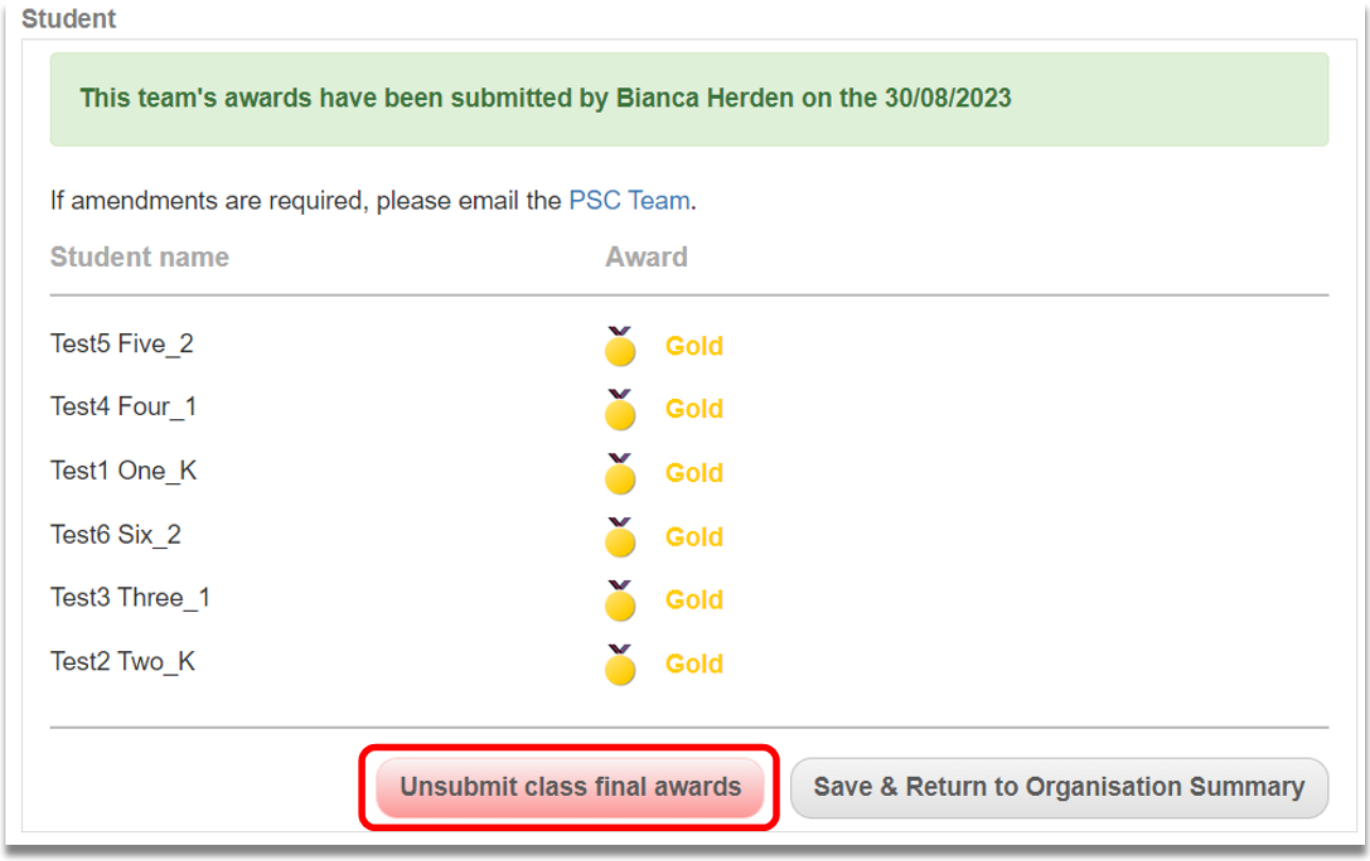
- A pop-up message confirming that the school is fully completed award submission and notifying what award level the school has achieved (average of all teams).

- An **email** will be sent from the PSC Tracker - 'Congratulations on completing the PSC 10-week Challenge', providing a summary of the final award submissions.
- A **status change** to **'Fully Submitted'** and 'congratulations' banner will appear on the school's PSC Facilitator's **'Organisation admin'** page.

Making edits after submission

Once you fully submit all classes/teams they will be locked for editing. If you need to make a change to an award, student name or opting in/out for printing, you can 'unsubmit class final awards; on the awards submission page. This will unlock the class for editing again.

Image 13: Screenshot of the PSC Tracker - Final award submission page - fully submitted class with 'unsubmit' button / function highlighted.



Assistance

For assistance, please contact the PSC team via email psc@det.nsw.edu.au or phone 0409 845 607.

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