

## TABLE OF CONTENTS

<i>Preliminary Assessment Guidelines 2019</i> .....	3
<i>NSW Education Standards Authority/School Requirements</i> .....	3
<i>School Based Assessment</i> .....	4
A. NESA rules and work requirements relating to diligence and sustained effort.....	5
B. OHS procedures for teaching staff regarding the Administration of Assessment Tasks- .....	6
C. Expectations of students regarding the satisfactory completion of school based assessment - following the course, working with diligence and sustained effort and achieving course outcomes - .....	9
D. Expectations of students regarding honesty/submitting own work.....	13
E. Appendices .....	16
Consideration of Absence.....	16
Application for Extension.....	17
Preliminary Certificate Illness/Misadventure Form .....	18
<i>Assessment Notification – Common Cover Sheet</i> .....	19
<i>Student Appeal Form</i> .....	20
School Term Dates – 2019 .....	22
<b>EXAMINATION DATES</b> .....	22
<b>ASSESSMENT CALENDARS</b> .....	23
<i>Assessment Calendar: Term 1 2019</i> .....	23
<i>Assessment Calendar: Term 2 2019</i> .....	24
<i>Assessment Calendar: Term 3 2019</i> .....	25
<i>Assessment Calendar: Term 3 2019 continued</i> .....	26
<i>Preliminary 2019 Line Pattern</i> .....	27
<i>Ancient History</i> .....	28
<i>Biology</i> .....	29
<i>Business Studies</i> .....	30
<i>Community and Family Studies</i> .....	31
<i>Chemistry</i> .....	32
<i>Construction (VET)</i> .....	33
<i>Dance</i> .....	35
<i>Drama</i> .....	36
<i>Engineering Studies</i> .....	37
<i>English Advanced</i> .....	39
<i>English – English Studies – CEC</i> .....	40
<i>English Standard</i> .....	41
<i>English Extension 1</i> .....	42
<i>Exploring Early Childhood</i> .....	43
<i>Food Technology</i> .....	44
<i>Hospitality Operations – Food and Beverage Stream VET</i> .....	45
<i>Hospitality Operations – Kitchen Operations VET</i> .....	47
<i>Information, Digital Media and Technology VET</i> .....	49
<i>Industrial Technology: - Timber and Metal</i> .....	52
<i>Investigating Science</i> .....	53
<i>Japanese Beginners</i> .....	54
<i>Legal Studies</i> .....	55
<i>Mathematics Advanced</i> .....	56
<i>Mathematics Extension 1</i> .....	57
<i>Mathematics Standard</i> .....	58
<i>Modern History</i> .....	59
<i>Music 1</i> .....	60
<i>Music 2</i> .....	61
<i>PDHPE</i> .....	62

<i>Photography, Video and Digital Imaging .....</i>	<i>63</i>
<i>Physics .....</i>	<i>64</i>
<i>Primary Industries – Certificate II VET .....</i>	<i>65</i>
<i>Society and Culture.....</i>	<i>67</i>
<i>Sport Lifestyle and Recreation.....</i>	<i>68</i>
<i>Visual Arts.....</i>	<i>69</i>

## Preliminary Assessment Guidelines 2019

### 1. What is the Preliminary Certificate?

The Preliminary Certificate is awarded by the NSW Education Standards Authority (NESA) to eligible students at the end of the Preliminary Course, which concludes at the end of term 3, Year 11.

The Preliminary Certificate is a pre-requisite for the Higher School Certificate. Students cannot progress to the HSC, unless they have achieved their Preliminary Certificate.

The main types of courses are outline below:

- **Board Developed Courses** have HSC exams (except for Life Skills) and may contribute to the ATAR (Australian Tertiary Admission Rank).

Category A: Based on academic rigour, knowledge and understanding

Category B: Based on competency, knowledge and understanding e.g. VET Curriculum Frameworks which provide both VET qualifications and HSC unit credit.

- **Vocational Education Training (VET) and External Delivered Vet Courses (EVET) Curriculum Frameworks** can be learnt at school or through TAFE or other providers. Examples include Business Services, Construction, Hospitality, Information Technology and Automotive. VET subjects are based on competency based assessment, where evidence is collected to determine competency has been achieved. The purpose of assessment is to confirm that an individual can perform to the standard expected in the workplace, as expressed in the relevant endorsed industry or enterprise competency standards.
- **Board Endorsed Courses** count towards the HSC, though there are no HSC exams. Results are based on school assessment marks. Board Endorsed courses cannot contribute to the ATAR (university admission)

### NSW Education Standards Authority/School Requirements

The required pattern of study for full time students is a **minimum** of 12 units of Preliminary Year 11 courses and 10 units of HSC courses in Year 12. Some students may choose to study more than 12 units in Year 11.

Students must study

- At least **2** units of English
- At least **4** subjects
- At least **6** of the mandatory 12 units must be Board Developed Courses
- At least **3** of the courses must be of 2 units or greater value
- No more than 6 units of Science courses may count towards Preliminary or Higher School Certificate.

### The Record of Student Achievement (or RoSA)

The RoSA will be awarded to eligible students who commence Preliminary/HSC courses, but choose to leave school prior to receiving their HSC. Students will also be able to view and download a transcript of their achievements when applying for jobs or further education or training.

The RoSA is an electronic record of student achievements and includes:

- Grades for all the courses a student has completed up until the point they leave school – including those completed in Year 10, Year 11 or even Year 12
- Vocational courses and students' vocational experiences
- Citizenship and leadership achievements such as First Aid courses, community languages courses and Duke of Edinburgh awards
- Results from optional on-line literacy and numeracy tests, with particular emphasis on work readiness, that students will be able to undertake twice a year

Students will be required to submit assessment tasks as delivered by their schools. Teachers will then use marks from those assessments to allocate a grade for each student at the end of the course. Teachers will submit those grades to NESA for inclusion on the RoSA.

Student grades are based on the assessment tasks outlined in this document. These grades are based on the A - E Grade Scale and Course Performance Descriptors developed by NESA. Grades are given for individual achievement and are determined by the depth of knowledge and understanding and the range of skills that students demonstrate.

A	The student has an extensive knowledge and understanding of the content and can readily apply this knowledge. In addition, the student has achieved a very high level of competence in the processes and skills and can apply these skills to new situations.
B	The student has a thorough knowledge and understanding of the content and a high level of competence in the processes and skills. In addition, the student is able to apply this knowledge and these skills to most situations.
C	The student has a sound knowledge and understanding of the main areas of content and has achieved an adequate level of competence in the processes and skills.
D	The student has a basic knowledge and understanding of the content and has achieved a limited level of competence in the processes and skills.
E	The student has an elementary knowledge and understanding in few areas of the content and has achieved very limited competence in some of the processes and skills.

### **ATAR – Requirements**

Completion of at least 10 units of Board Developed Courses including at least:

- 8 units from Category A courses (no more than two units of Category B or VET courses)
- 2 units of English
- 3 Board Developed courses of two units or greater
- 4 subjects.

### **School Based Assessment**

For each course, schools prepare and administer an assessment program in accordance with the syllabus. The syllabus identifies the components of the course to be assessed and their weightings. The timing and weighting of tasks are determined by the school within the rules set by the NESA.

Assessment tasks are designed to measure knowledge, skills and understanding in relation to a wide range of outcomes. Tasks may include tests, written assignments, practical activities, fieldwork and projects. The details all Preliminary assessment tasks, including weighting and due dates are outlined in further detail in this policy.

This section deals with aspects relating to school based assessment, including NESA rules, Orange High School (OHS) expectations and procedures to deal with situations that arise relating to school based assessment.

### **The specific topics covered in this section are:**

- A. NESA rules and work requirements relating to diligence and sustained effort
- B. OHS procedures for teaching staff regarding the Administration of Assessment Tasks
- C. Expectations of students regarding the satisfactory completion of school based assessment following the course, working with diligence and sustained effort and achieving course outcomes
- D. Expectations of students regarding honesty and the submission of “All My Own Work”

## **A. *NESA rules and work requirements relating to diligence and sustained effort***

The satisfactory completion of all courses in the Preliminary Certificate requires the Principal to have sufficient evidence that the student has:

- a. followed the course developed or endorsed by the Board; **and**
- b. applied themselves with diligence and sustained effort to the set tasks and experiences provided in the course by the school: **and**
- c. achieved some or all of the course outcomes

The satisfactory completion of all courses in the Preliminary Certificate (as outlined above) has two major components:

**Completion of all Course work:** This includes classwork, class tests, essays, set tasks in class, assignments and regular homework. Although course work may not be considered as formal assessment, it has a critical part in determining whether a student has met the NESA criteria for course completion mentioned above.

**Completion of Assessment Tasks:** These are clearly identified tasks that must be completed in each course. The tasks for each course are identified in this Assessment Tasks and Schedule booklet, and contribute to the final assessment mark for each course. For courses where school assessment marks are submitted, students must make a genuine attempt at assessment tasks that total **more than 50%** of the available school assessment marks for that course, otherwise they have not met the requirements of that course.

If the Principal determines that a student is in danger of not meeting the above course completion, they will be given written warning in sufficient time to correct any problems regarding the satisfactory completion of course requirements. If the Principal determines that a student has not met the above criteria for satisfactory completion of a course, the school will inform the student in writing and the NESA.

Students have the right to appeal to the school against such determinations using school developed proformas and processes. If unsuccessful, they may appeal to the NESA.

If a student does not satisfactorily complete a course, they will receive no results in that course, and the course will not count towards their pattern of study for the award of a Preliminary Certificate.

### **Completion of HSC: All My Own Work program**

All students are required to have satisfactorily completed HSC: All My Own Work or its equivalent before any Preliminary or HSC course entries can be submitted. Students entered only for Stage 6 Life Skills courses are exempt from this requirement.

#### **1. OHS Procedure for completion of All My Own Work**

In Term 4 of Year 10, students will complete the All My Own Work program in preparation for the Preliminary Course. This will be overseen by the ***School Librarian***. Students who have not completed All My Own Work upon commencement of Year 11 or upon arrival at OHS will be required to complete All My Own Work within a negotiated time frame.

## **B. OHS procedures for teaching staff regarding the Administration of Assessment Tasks-**

### **2. OHS Procedures relating to the number and types of assessment tasks to be used for each course**

A balance is required between obtaining sufficient information and not over assessing. Generally three to four tasks, (including the End of Course Examination) for two unit courses and two to three tasks for one unit courses are considered sufficient to adequately assess the components of most courses. The assessment tasks used should be appropriate to the outcomes and components of the course being assessed. Tasks need to be set at an appropriate level of difficulty that allows the full range of marks to be available. The syllabus provides guidance in relation to the types of tasks that are suitable.

The **Faculty Head Teacher** is responsible for ensuring these guidelines are followed.

**The Year 11 Deputy Principal** checks assessment schedules against subject specific requirements prior to publishing the policy.

### **3. OHS Procedures relating to Informing students in writing of their assessment schedules**

Copies of this policy are provided to all Preliminary students who sign to acknowledge they have received the booklet. **The Year 11 Adviser** manages this process.

### **4. OHS Procedures relating to planning the scheduling of tasks in a coordinated way.**

The **Year 11 Deputy Principal** oversees the coordination between subject areas so that students do not have too many assessment tasks scheduled close together. In most cases a maximum of two subject lines per week will be assessed. There may be occasional exceptions to this, where it is not possible to limit assessment items to a maximum of two.

**Class teachers** are required to follow the Assessment Schedule for their subject ensuring that outcomes listed in the schedule are assessed as per the task information and that the task is submitted on the scheduled week.

### **5. OHS Procedures relating to changes of due date for assessment tasks**

In rare and unforeseen circumstances, where the date of submission of an assessment task must be changed, the **Faculty Head Teacher** must gain approval from the relevant **Deputy Principal** using the relevant form (See Appendix 1- Forms). If approval to seek a change of date is granted, the **Faculty Head Teacher** will inform the class in writing of any change using the form "Notification for Change of Date of an Assessment Task". For the change of date to be approved students will be asked to sign that they acknowledge the new due date and any concerns can be addressed. A minimum of two weeks notice will be given in writing if the date of a task is to be varied.

### **6. OHS Procedures relating to providing adequate notice for tasks.**

In addition to the schedule of dates for assessment tasks, there must be provision for adequate notice of the precise timing of each assessment task. **Class Teachers** must give students **at least TWO WEEKS** written notice for each assessment task, advising the due date, type of task, precise timing of task, weighting of the task, assessment criteria and outcomes being assessed. The **Faculty Head Teacher** is responsible for ensuring this occurs. Students are required to sign and date, acknowledging they have received the task notification.

The **class teacher** will provide the library supervisor with a copy of the task when it is distributed to the class as well as a class list.

**When providing notice of assessment tasks, students are informed of:**

- ☒ the scope of each assessment task
- ☒ the weighting of the task (eg. 10%)
- ☒ the form the assessment task will take
- ☒ the proposed timing and duration of the task
- ☒ the outcomes being assessed
- ☒ the marking guidelines or criteria

**7. OHS Procedures relating to providing notice of assessment tasks when students are absent from school when assessment information is given out.**

It is ultimately the responsibility of **the student** to catch up on any missed work due to absence. This includes cases where assessment information is given out.

*The Class Teacher may assist the student by checking assessment sign out sheets in the lessons following the handing out of the task notification, to ensure all students have the assessment information. If a **student** receives their assessment information within 2 weeks of the due date they may be able to follow processes for extension or illness/misadventure.*

**8. OHS Procedures relating to occasions when estimates are given or substitute tasks administered.**

If a student fails to complete an assessment task specified in the assessment program, **the student** should follow the illness/misadventure or consideration of absence process. If the **Assessment Committee** considers the student to have a valid reason (for example illness or endorsed leave), an extension of time may be granted or a mark may be awarded based on a substitute task or in exceptional circumstances an estimate mark may be given.

If granting an extension of time is not possible, administering a substitute task is preferable to providing an estimate mark.

Only the Principal will have this discretion and students should be aware that the estimate will be such that it will not change their current rank or gaps in relation to other students in the cohort.

**9. OHS Procedures relating to Invalid tasks/parts of tasks or non-discriminating tasks.**

In exceptional circumstances where tasks do not function as required, or where there are problems in their administration, a suitable approach to maintain the overall component weightings will be determined by the **Assessment Committee** in consultation with the **Faculty Head Teacher**. Such approaches may adjust within the mandatory weightings and components of the syllabus, adding an additional task (with sufficient notice). In extreme cases, an invalid task may need to be discarded completely, or a replacement task may be organised.

**10. OHS Procedures relating to situations when more than one class is undertaking the same course**

Multiple Preliminary classes, whether on the same line (e.g. English) or different lines (e.g. Biology) will follow common assessment programs with common tasks, conditions and marking procedures at common times wherever possible.

**11. OHS Procedures relating to the recording of assessment marks**

In addition to maintaining their own records, **class teachers**, use *Sentral Markbook* to record marks for individual assessment tasks. Raw marks should be entered immediately upon marking the assessment task. The **Faculty Head Teacher** is responsible for ensuring that the *Sentral Markbook* for each subject is set up accurately within deadlines.

**12. OHS Procedures relating to the awarding of marks for an assessment task**

It is important to ensure that marks earned on individual tasks adequately reflect the differences in student performance. To achieve this, marking guidelines need to use the full range of marks available for the task. Students will be awarded marks commensurate with the quality of their response in relation to the marking guidelines. The marking guidelines for assessment tasks should enable **class teachers** to reward work that shows more complex development and higher order achievement with higher marks. At the same time, students whose work demonstrates only a basic level of achievement should receive relatively low marks.

**13. OHS Procedures relating to teacher feedback to students on their performance**

**Class teachers.** Students should receive meaningful feedback which gives an indication of their performance relative to the outcomes being assessed and their general progress in all aspects of their course work. This may be in the form of marks, grades and/or written comments. Feedback on assessment tasks may be informed by the performance band descriptions and should be provided to students in a timely manner, recognising strengths and areas for improvement. To maximise the benefit for students, an assessment task should be marked by the **class teacher** and feedback to students finalised within two weeks of submission unless exceptional circumstances exist.

**The features of quality assessment tasks**

The following checklist can assist teachers to ensure that the tasks they design promote student learning as well as obtaining accurate measures of student achievement.

**Assessment tasks should:**

- ☒ Focus on outcomes
- ☒ Give students the opportunity to demonstrate what they know and can do and assist their learning
- ☒ Be valid and reliable, measuring what the task purports to assess, and providing accurate information on each student's achievement
- ☒ Allow for discrimination between the performances of individual students.

**The effective marking of assessment tasks requires consistent application of marking guidelines:**

- ☒ Marking guidelines or criteria that provide clear descriptions of the quality of response required to receive each mark
- ☒ A mark range that allows for discrimination between the performances of individual students
- ☒ A shared understanding of the demands of the tasks among the teachers responsible for the marking

**Feedback and reporting on student progress and achievement should be:**

- ☒ Meaningful and constructive, designed to assist students to improve their performance
- ☒ Linked to the specific outcomes and marking criteria addressed by the task
- ☒ Provided in a timely manner.

**Marks for individual assessment tasks and records of competency should be:**

- ☒ Recorded by the teacher responsible for marking the task
- ☒ Checked to ensure any marks for various parts of a task have been correctly totalled
- ☒ Entered into SENTRAL Markbook for all tasks for all students in the course
- ☒ Maintained in a secure and safe location.



**C. Expectations of students regarding the satisfactory completion of school based assessment - following the course, working with diligence and sustained effort and achieving course outcomes -**

Students are expected to attempt *all* work. Failure to work with due diligence and sustained effort and/or failure to make a genuine attempt at work could result in the award of an 'N' (non-completion) Determination.

**Students must:**

- Participate in all learning experiences, including classwork, homework, non –assessable items of work and assessment tasks
- Provide documentation to explain legitimate absences
- Attend regularly
- If absent from a lesson(s) actively pursue and catch up any work that was missed and check whether any assessment tasks have been issued
- Submit assessment tasks by the due date, to an acceptable standard, and in an appropriate format. (The specific date and time for the submission of the task will be provided with the formal written notification of the task at least two weeks prior to the due date)
- Make a serious attempt at the work
- Present their own work
- Acknowledge all sources of information used
- Complete the appropriate paperwork to acknowledge that the Assessment Task has been received

**14. OHS Procedures relating to the submission of assessment tasks**

**To ensure fairness for all, please note that any students submitting a task and NOT attending school the day of submission, will be required to provide documentation conforming a medical reason for non-attendance. Otherwise, the submitted task may be given a zero.**

Students are expected to make a serious attempt and submit all submitted assessment items on the due date prior to the first morning bell (9:00 am). Submission of all submitted tasks will occur in the school library between 8:30 and 9:00 am.

**If students are granted an extension for an assessment task, it must be submitted to the Faculty Head Teacher by 9.00 am on the new due date.**

**The student** is required to complete all details on the assessment cover sheets. (see appendix-assessment coversheet ). **The SASS staff** responsible for receiving the tasks will sign a receipt (part of the cover sheet) and give to the student and record the submission on a class list (see administration of tasks).

It is the responsibility of **the student** to ensure that all assessment tasks are submitted on time and in the correct format for marking.

**Unforeseen Circumstances:** In the event of unforeseen circumstances occurring on the morning that a task is due to be submitted, the student or immediate relative is required to notify the class teacher at school as soon as possible.

**Computer Failures:** Technical failures related to computing equipment **do not** constitute sufficient grounds for not submitting an assessment task on time, and extensions will not be granted in these instances. Students are expected to follow responsible practices in relation to the use of technologies, including the maintenance of reliable and up to date back up copies, allowing sufficient time to deal with potential technical failures and the retention of printed back-up copies.

**Submission of non-written tasks:** Students must ensure that any disks, films or tapes are operable on standard school equipment. This must be checked **before** submission. Each student is responsible for maintaining an updated copy of his or her assessment task on a CD, DVD or thumb drive in a suitable program that can be easily accessed.

**15. OHS Procedures relating to occasions when zero marks are awarded.**

The following (in any course), will result in a **zero mark and an 'N' (non-completion) determination** warning letter:

- Failure to complete or submit assessment tasks **on time** (i.e. after 9:00 am on the due date) without a valid reason and supporting evidence
- Not being present for an assessment task without a valid reason and accompanying evidence
- Not making, what the teacher marking the assessment task considers to be, a genuine or serious attempt to complete an assessment
- Serious malpractice

Students who make a non-serious attempt will be required to re-submit or complete the task to a standard that meets the course outcomes as required by the ESA. Refer to procedures below regarding non-serious attempts.

**16. OHS Procedures for advising students in writing when they are in danger of not meeting the assessment requirements in a course (N award determination warning letters)**

Students must make a genuine attempt at assessment tasks that, combined, contribute more than 50% of the total weightings of tasks. Failure to meet this requirement may lead to an N determination in that subject.

In instances where students have failed to complete or submit an assessment task, or they have not made a serious attempt, an 'N' (non-completion) determination warning letter will be sent to their home, requiring **the student** to rectify the situation by submitting the task. If the task is submitted later the student will be deemed to have met the terms and requirements of the task, however, the zero mark will still apply.

The **class teacher** is required to enter a "new incident" in the "N award" section of SENTRAL Welfare within 3 days of marking the class task. Twice a week SASS Staff generate N award warning letters from teacher entries which specify a new date by which the task must be submitted.

**Original task not submitted after N award letter sent**

If after the new date for submission, a student has still not submitted the assessment task, a second "new incident" in the "N award" section of Sentral should be created by the **class teacher**. A second letter should be sent. No further letters will be required to be sent for that particular task, whether it is submitted or not.

**Multiple N awards**

Twice a term, **Deputy Principals and the Head Teacher Administration (Students)** will identify those students with multiple N award determination warning letters and communicate with the student and parent to discuss a formal learning plan to rectify the situation.

**Attendance**

While the ESA does not stipulate attendance requirements, significant absence has a negative impact on a student's ability to meet the course completion criteria. Twice a term, **Deputy Principals and the Head Teacher Administration (Students)** will identify those students with significant attendance concerns. N award determination warning letters will be sent to students, relating it to the non-completion of course requirements as a result of their absence.

**17. OHS Procedures for application for Illness/Misadventure**

If a student is unable to complete or submit an assessment task on time, or they feel that their performance in a task has been affected by factors outside their control e.g. illness or accident, they may apply for **Illness/Misadventure**. Students must formally apply by completing the Illness/Misadventure Form.

**Misadventure** refers to any **valid** reason immediately before or during task, other than illness, for not completing, submitting or being present for an assessment task. Whether an event will be considered to be a valid misadventure, warranting consideration, will depend on the circumstances of the event and the independent **documentary evidence** that is handed in to support the misadventure claim.

Students who feel they have a **valid** reason for not submitting a task on time should follow the procedures as set out below. **The student** is responsible to pursue the illness/misadventure, extension or consideration of absence process. There is no onus on the class teacher to instigate this process. In the case of illness, a medical certificate or other appropriate supporting documentation must accompany an application form.

**Step 1 The student** collects the relevant application form (see appendix –forms) within two school days of the student's return to school. (Form available on the OHS Website)

**Step 2 - The student** must fully complete the Illness/Misadventure form attaching any relevant documentation, ensuring that parents/guardians have signed the form.

**Step 3 The student** submits the completed form to the **Faculty Head Teacher**.

**Step 4 The Faculty Head Teacher** will discuss the circumstances of the application with the relevant Deputy Principal, make a recommendation and hand the form back to the student.

**Step 5 The student** will hand the completed form to the relevant **Deputy Principal**, who may consult other members of the Assessment Committee before approving or rejecting the application.

**Step 6 The relevant Deputy Principal** will notify the student and the Faculty Head Teacher of the outcome of the Illness/Misadventure submission ASAP.

**18. OHS Procedures for application for consideration of absence or extension**

Students who cannot submit an assessment task on or by the due date, for reasons beyond their control, can make a written application for an extension of time to complete the task, *at least two days prior to the due date*, on the Extension Application form or Consideration of Absence form (Form available on the OHS Website). Notice of foreseeable absences must be brought to the attention of the class teacher and subject head teacher by **the student** as soon as possible.

In general, activities such as workplacement, sporting commitments and excursions, do not provide grounds for extensions unless exceptional circumstances exist. There is an expectation that students are organised and it is their responsibility to ensure that deadlines are met. This may involve submitting a task before the due date if the student has knowledge that they will be away on the due date of submission

Students are permitted to submit tasks prior to the due date in these and other situations as long as the class teacher agrees. It is the student's responsibility to plan around foreseeable absences.

**It is important to note that:**

**Students are responsible to pursue the illness/misadventure, extension or consideration of absence process. There is no onus on the class teacher to instigate this process.**

In the case of illness, a medical certificate or other appropriate supporting documentation must accompany an application form.

Work submitted late without an application for illness/misadventure, will receive a zero '0'; and an 'N' Warning letter will be sent to the student's home address.

Students who feel they have a **valid** reason for not submitting a task on time should follow the procedures as set out below

**Step 1:** *The student* collects the relevant application form from the OHS Website,

**Step 2:** *The student* must fully complete the Extension Application or Consideration of Absence form attaching any relevant documentation, ensuring that parents/guardians have signed the form.

**Step 3:** *The student* submits the completed form to the subject Head Teacher at least **two days prior** to the due date of the task

**Step 4:** The **Faculty Head Teacher** will discuss the circumstances of the application with the relevant Deputy Principal, make a recommendation and hand the form back to the student.

**Step 5:** *The student* will hand the completed form to the Deputy Principal, who may consult the assessment committee before approving or rejecting the application.

**Step 6:** The **Deputy Principal** will notify the student and the faculty Head Teacher of the result ASAP.

If the illness/misadventure, consideration of absence or extension application is upheld the student will complete the set task or an alternate task as soon as can be arranged by the **class teacher**, preferably on the next school day

Any substitute task should:

- Be based on the same components or outcomes as the original task.
- Test or measure the same knowledge or skills as the original task.
- As far as possible, be of comparable standard to the original task.

Be assessed in the same manner as the original task or, in exceptional circumstances an estimate will be used based on assessment evidence, in exceptional circumstances, with the Principal's approval, or the school will use a mark based on a substitute task.

Invalid reasons for illness/ misadventure will result in a mark of zero '0' for that task.

#### **19. OHS Procedures for students who have Prolonged absences**

Following negotiations with the Deputy Principal and associated supporting evidence, in exceptional circumstances it may be possible, for students who are absent with leave during the conduct of a scheduled assessment task to complete the task or substitute task under supervised conditions while they are absent.

**The student** should make contact with the relevant Faculty Head Teacher or the relevant Deputy Principal to discuss prior to the task wherever possible.

**D.      *Expectations of students regarding honesty/submitting own work***

The following standard sets out the NESA requirements concerning students submitting their own work in preliminary assessments. Candidates for the Preliminary Certificate, as well as their teachers, and others who may guide them, are required to comply with the standard.

The honesty of **students** in completing assessment tasks, examinations and submitted works, and of teachers and others in guiding students, underpins the integrity of the Preliminary Certificate. Throughout the assessment process, the highest level of honesty is required.

Each student's mark will be determined by the quality of the work produced by the student only. To demonstrate honesty, any component of a student's work that has been written, created or developed by others must be acknowledged in accordance with the Board's subject specific documentation. Use or inclusion of material from other sources, such as books, journals and electronic sources, including the internet, must be acknowledged. General teaching and learning does not require formal acknowledgement.

**What constitutes malpractice?**

All work presented in assessment tasks and preliminary examinations must be the student's own work or it must be acknowledged appropriately. Malpractice, including plagiarism, could lead to you receiving zero marks for the task or examination, and will jeopardise your results.

Malpractice is any activity undertaken by a student that allows them to gain an unfair advantage over others. It includes, but is not limited to:

- copying someone else's work in part or in whole, and presenting it as their own
- using material directly from books, journals, CDs or the internet without reference to the source
- building on the ideas of another person without reference to the source
- buying, stealing or borrowing another person's work and presenting it as their own
- submitting work to which another person such as a parent, coach or subject expert has contributed substantially
- using words, ideas, designs or the workmanship of others in practical and performance tasks without appropriate acknowledgement
- paying someone to write or prepare material
- breaching school examination rules
- using non-approved aides during an assessment task
- contriving false explanations to explain work not handed in by the due date
- assisting another student to engage in malpractice.

Malpractice in any form, including plagiarism, is unacceptable. The ESA NSW treats allegations of malpractice very seriously and detected malpractice will limit a student's marks and jeopardise their HSC. Should malpractice be suspected, students will be required to demonstrate that all unacknowledged work is entirely their own. Serious and deliberate acts of malpractice amount to corrupt conduct and, where appropriate, the ESA NSW will report matters to the Independent Commission Against Corruption.

**20.      OHS Processes for dealing with malpractice**

Issues of alleged academic malpractice will be referred to the Assessment Committee for deliberation. Documentation or evidence must be presented by the Head Teacher and **reporting teacher(s)** to support the claim.

An award of 'zero' marks will be issued if a student is deemed to have gained an unfair advantage in an assessment task. The Assessment Committee will determine what, if any further penalties appropriate to the seriousness of the offence will apply

In the case of suspected plagiarism, the **student** will be required to provide evidence that all unacknowledged work is entirely their own. Such evidence might include, but is not limited to, the student:

- providing evidence of and explaining the process of their work, which might include diaries, journals or notes, working plans or sketches, and progressive drafts to show the development of their ideas
- answering questions regarding the assessment task, examination or submitted work under investigation, to demonstrate their knowledge, understanding and skills.

**Strategies to ensure the authenticity of student responses to tasks completed partially or wholly outside of class time.**

**Class teachers** should incorporate strategies to ensure the authenticity of responses and minimise the chances of malpractice. The following suggestions could be incorporated into the administration of assessment tasks

- thoroughly briefing all students in relation to the requirements of each task
- allocating class time to the planning of a response to a task
- requiring that students maintain a process diary or journal to show how their response or project or work was developed
- checkpoints: asking students to submit part of the task at critical points in its development
- having students submit their original drafts in addition to their final work
- Incorporating student oral presentations on the progress of their work
- communicating clearly to students the extent of teacher, or other expert or outside, involvement permitted in the development of the work.

When group tasks are required for internal assessment, the school should ensure that:

- they are designed to assess the contribution of individual group members
- they allow each student's understanding of the process to be demonstrated
- the group agrees on procedures for how the task will be developed.

## **Other Features of the Preliminary Certificate**

### **a) Accumulation of Preliminary and HSC courses (Pathways)**

Students may accumulate HSC courses towards the Higher School Certificate over a period of up to five years – this is known as “pathways”. There is no time restriction on the accumulation of Preliminary courses.

### **b) Acceleration**

Students may undertake Preliminary and/or HSC courses in advance of their usual cohort or in less than the Board’s stated indicative times. The exceptions are VET Industry Curriculum Framework Courses and Beginners language courses. Decisions about the acceleration of Higher School Certificate students will be made by principals in accordance with the principles contained in the Board’s Guidelines for Accelerated Progression.

### **c) Advanced Standing**

Prior learning may exempt a student from certain course requirements and internal assessment tasks. Such exemption is called Advanced Standing. Advanced Standing normally applies to Preliminary courses but in certain circumstances may apply to aspects of HSC courses. Advanced Standing gained through formal courses requires comparability of content and outcomes for exemption from course requirements and assessment tasks. Students granted Advanced Standing for the Preliminary course are still required to complete the Board’s eligibility requirements for the Preliminary year. In all cases, the onus is on students to demonstrate that the prior experience has enabled them to achieve the outcomes of the particular aspect(s) of the Board course for which they are seeking exemption.

### **d) Students re-entering the NSW school system**

Students re-entering the NSW school system who do not hold a School Certificate may still be eligible to enter for the Higher School Certificate. If the Principal deems that the student has achieved other qualifications that the Board considers satisfactory, the principal may allow the student to begin the Preliminary course. Students’ prior learning and experience, including study in other systems and life/work experience, may be included in the principal’s considerations.

### **e) Special Examination Provisions**

The School may approve special examination provisions for the End of Course Examinations if a student has a special need that would, in a normal examination situation, prevent him or her from:

- (a) reading the examination questions; and/or
- (b) communicating his or her responses.

**E. Appendices**



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**Orange High School**

**APPENDIX A**

*Honour the Past, Create the Future*

**Consideration of Absence**

**Name:**

**Year:**

**Date:**

**Subject:**

**Teacher:**

**Assessment Task Number (As per Assessment Policy booklet):**

**Assessment Task Title:**

*I apply for an extension based on the consideration of the following factors which may affect my performance in this Assessment Task. (**Documentary evidence must be provided**, except in exceptional circumstances)*

*In applying for this special consideration, I assure the Principal that I am not seeking unfair advantage over other students in this course.*

Student's Signature:

Parent/Guardian's Signature:

**Recommendation of Teacher/Head Teacher:**

**Signature of Teacher/Head Teacher:** .....

-----  
**Recommendation of Assessment Committee: Application for Absence**

**Subject/Course:**

**Assessment Task Number:**

**Assessment Task Title:**

**Principal/Deputy Principal:**

**Assessment Coordinator:**

**Date:**

This form is located: [www.orange-h.schools.nsw.gov.au](http://www.orange-h.schools.nsw.gov.au) and then to the assessment tab.





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## APPENDIX B

*Honour the Past, Create the Future*

### Application for Extension

**Name:**

**Year:**

**Date:**

**Subject:**

**Teacher:**

**Assessment Task Number (As per Assessment Policy booklet):**

**Assessment Task Title:**

*I apply for an extension based on the consideration of the following factors which may affect my performance in this Assessment Task. (**Documentary evidence must be provided**, except in exceptional circumstances)*

*In applying for this special consideration, I assure the Principal that I am not seeking unfair advantage over other students in this course.*

**Student's Signature:**

**Parent/Guardian's Signature:**

**Recommendation of Teacher/Head Teacher:**

**Signature of Teacher/Head Teacher:** .....

-----  
**Recommendation of Assessment Committee: Application for Extension**

**Subject/Course:**

**Assessment Task Number:**

**Assessment Task Title:**

**Principal/Deputy Principal:**

**Assessment Coordinator:**

**Date:**

This form is located: [www.orange-h.schools.nsw.gov.au](http://www.orange-h.schools.nsw.gov.au) and then to the assessment tab.



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## APPENDIX C

*Honour the Past, Create the Future*

### **Preliminary Certificate Illness/Misadventure Form**

**Name:** \_\_\_\_\_ **Year:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Subject:** \_\_\_\_\_ **Teacher:** \_\_\_\_\_

**Assessment Task Number (As per Assessment Policy booklet):** \_\_\_\_\_

**Assessment Task Title:** \_\_\_\_\_

*I apply for an extension based on consideration of the following factors which may affect my performance in this Assessment Task. (**Documentary evidence must be provided**, except in exceptional circumstances).*

*In applying for this special consideration, I assure the Principal that I am not seeking unfair advantage over other students in this course.*

**Student's Signature:** \_\_\_\_\_

**Parent/Guardian's Signature:** \_\_\_\_\_

**Recommendation of Teacher/Head Teacher:**

**Signature of Teacher/Head Teacher:** .....

-----  
**Recommendation of Assessment Committee: Illness/Misadventure**

**Subject/Course:** \_\_\_\_\_

**Assessment Task Number:** \_\_\_\_\_

**Assessment Task Title:** \_\_\_\_\_

**Principal/Deputy Principal:** \_\_\_\_\_

**Assessment Coordinator:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**This form is located:** [www.orange-h.schools.nsw.gov.au](http://www.orange-h.schools.nsw.gov.au) and then to the assessment tab.



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**Preliminary Certificate Assessment Task Cover Sheet**

**Subject:**

**Year:**

**Teacher:**

**Assessment Task Number (As per Assessment Policy booklet):**

**Assessment Task Title:**

**Assessment Weighting:** %

**Date Distributed:**

**Date Due:**

*All Higher School Certificate Assessment Tasks, other than in-class tasks, must be handed in at the library between 8.30am and 8.55am (before the first morning bell) on the due date. Zero marks if the Assessment Task is submitted late, unless an Illness/ Misadventure or application for extension form has been submitted.*

**Comments by Teacher:**

**Assessment Criteria/Marking Rubric:**

Attach copy given to you when task was distributed.

**Higher School Certificate Assessment Submission Receipt**

**Student's Name:**

**Assessment Task Title:**

**Date receipted to Student:**

**Student's Signature:**

**Teacher's Signature:**

**Subject Name:**

**Class Title:**

This form is located: [www.orange-h.schools.nsw.gov.au](http://www.orange-h.schools.nsw.gov.au) and then to the assessment tab.



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## Preliminary Certificate

## Non-Completion of Course Determination

### Student Appeal Form

*This form should be completed only if the student feels that he/she has met the ESA' course completion requirements as detailed in the **Principal's Determination Form**, and is requesting a school review of the decision to issue the determination(s) of non-completion of course requirements.*

*If submitting an appeal, this form is to be completed and signed by the student and the parent/guardian (if student is*

*under 18 years of age) and submitted to the Principal by \_\_\_\_\_.*  
(Principal to insert date)

**Student Name** \_\_\_\_\_

**Student Number:** \_\_\_\_\_

**School Name:** \_\_\_\_\_

**Student's Home Address:** \_\_\_\_\_

In lodging an appeal, you are asking the Principal to reconsider his/her decision to give you a determination of non-completion of course requirements in a course. The Principal, in consultation with your class teacher or the Head Teacher of the course, will review your performance in the course and give consideration to your statement in support of your appeal. The Principal will decide whether there is sufficient evidence to change the original determination.

I wish to have the Principal reconsider his/her decision to issue me a determination of non-completion of course requirements in the following course(s):

<b>Course Name</b> (Please list Extension courses separately)	<b>Course Number</b>

**Student Statement in Support of Appeal**

You need to detail how you have completed all NESA course completion requirements. You should refer to any warning letters you have been sent and provide details of tasks or assignments you may now have completed.

If you are appealing in a number of courses you need to **name and comment on each course separately**. Additional pages may be attached if you are appealing in more than three courses or if more space is needed.

*My appeal is based on the following grounds:*

**Course:** \_\_\_\_\_


**Course:** \_\_\_\_\_


**Course:** \_\_\_\_\_


Your Principal will advise you of the outcome of the School Review of your appeal by the date specified in the *HSC and RoSA timetable of actions for schools*. If the Principal declines your appeal you may ask to have the matter reviewed by the ESA. Once the Principal notifies you of the outcome of the School Review of your appeal, ask him/her about the process of having an unsuccessful appeal reconsidered by NESA.

**Student's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
*(if student is under 18 years of age)*

**School Term Dates – 2019**

<b>Term 1</b>	29 January 2019 – 12 April 2019 (11 weeks)
<b>Term 2</b>	29 April 2019 – 5 July 2019 (10 weeks)
<b>Term 3</b>	22 July 2019 – 27 September 2019 (10 weeks)
<b>Term 4</b>	14 October, 2019 – 20 December 2019 (10 weeks)

**EXAMINATION DATES**

<b>END OF COURSE EXAMS</b>	Term 3 Weeks 9 & 10 (16 – 27 September 2019)
----------------------------	--

**ASSESSMENT CALENDARS**

<b>Assessment Calendar: Term 1 2019</b>				
<b>Week Due</b>	<b>Subject</b>	<b>Task No.</b>	<b>Type of Task</b>	<b>Weight %</b>
Term 1, Week 1				
Term 1, Week 2				
Term 1, Week 3				
Term 1, Week 4				
Term 1, Week 5				
Term 1, Week 6	<b>Physics</b>	1	Practical Report	30
Term 1, Week 7	<b>English Studies</b>	1	Multimodal presentation	35
	<b>Mathematics Advanced</b>	1	In class test with notes	30
	<b>Mathematics Standard</b>	1	In class test with notes	30
Term 1, Week 8	<b>English Extension1</b>	1	Creative writing	30
	<b>Industrial Technology (Timber &amp; Metal)</b>	1	Industry case study	20
	<b>Modern History</b>	1	Source based assessment	30
	<b>Music 2</b>	1	Musicology & Aural Skills	25
	<b>PDHPE</b>	1	Presentation	35
	<b>Society &amp; Culture</b>	1	Cross Cultural study - Essay	30
Term 1, Week 9	<b>Business Studies</b>	1	Nature of business	25
	<b>Dance</b>	1	Video analysis & diary	40
	<b>Drama</b>	1	Monologue & logbook	30
	<b>Japanese Beginners</b>	1	Responses to spoken text	30
	<b>Legal Studies</b>	1	Research Assignment	30
	<b>Mathematics Extension1</b>	1	In class test with notes	30
	<b>Music 1</b>	1	Aural skills	20
	<b>Photography, Video &amp; Digital Imaging</b>	1	BOW & Multi media presentation	35
	<b>Visual Arts</b>	1	BOW & Multi media presentation	30
Term 1, Week 10	<b>Engineering</b>	1	Reverse engineering	30
	<b>English Advanced</b>	1	Response & reflection	35
	<b>English Standard</b>	1	Response & reflection	30
	<b>Exploring Early Childhood</b>	1	Research task	30
Term 1, Week 11	<b>Sport, Lifestyle &amp; Recreation</b>	1	Skills Assessment	30

<b>Assessment Calendar: Term 2 2019</b>				
<b>Week Due</b>	<b>Subject</b>	<b>Task No.</b>	<b>Type of Task</b>	<b>Weight %</b>
Term 2, Week 1				
Term 2, Week 2	<b>Ancient History</b>	1	Historical Investigation	30
	<b>Community &amp; Family Studies</b>	1	Research task	30
	<b>Chemistry</b>	1	Practical Report Depth Study	30
Term 2, Week 3	<b>Food Technology</b>	1	Case Study	30
	<b>Biology</b>	1	Practical Report	30
Term 2, Week 4	<b>Society &amp; Culture</b>	2	Oral Research report	30
	<b>Investigating Science</b>	1	Practical report & depth study	30
Term 2, Week 5	<b>English Studies Part (1)</b>	2	Portfolio of work	20
Term 2, Week 6	<b>Modern History</b>	2	Presentation Research task	40
	<b>PDHPE</b>	2	Practical workshop	35
Term 2, Week 7	<b>Exploring Early Childhood</b>	2	Report	30
	<b>Music 2</b>	2	Presentation of Performance	35
	<b>Sport, Lifestyle &amp; Recreation</b>	2	Fitness – practical demonstration	40
Term 2, Week 8	<b>Dance</b>	2	Practical demonstration	30
Term 2, Week 9	<b>Drama</b>	2	Design Portfolio, Rational submission	40
	<b>English Advanced</b>	2	Representation & critical evaluation	40
	<b>English Standard</b>	2	Representation & critical evaluation	40
	<b>Mathematics Advanced</b>	2	Assignment	30
	<b>Mathematics Extension 1</b>	2	Assignment	30
	<b>Mathematics Standard</b>	2	Assignment	30
	<b>Music 1</b>	2	Performance & Viva Voce	40
	<b>Photography, Video &amp; Digital Imaging</b>	2	BOW and journal	35
	<b>Visual Arts</b>	2	BOW and journal	30
Term 2, Week 10	<b>English Studies Part (2)</b>	2	Portfolio of work	15
	<b>Japanese Beginners</b>	2	Composition of a text	30
	<b>Visual Design</b>	2	Product Design/Advertising	30



<b>Assessment Calendar: Term 3 2019</b>				
<b>Week Due</b>	<b>Subject</b>	<b>Task No.</b>	<b>Type of Task</b>	<b>Weight %</b>
Term 3, Week 1	<b>Ancient History</b>	2	Site Study Presentation	35
Term 3, Week 2	<b>Physics</b>	2	Practical Report	30
Term 3, Week 3				
Term 3, Week 4	<b>Business Studies</b> <b>Community &amp; Family Studies</b> <b>Sport, Lifestyle &amp; Recreation</b>	2 2 3	Business Planning Case study Practical task	35 30 30
Term 3, Week 5	<b>Engineering</b> <b>Legal Studies</b>	2 2	Biomedical engineering In-class essay	30 40
Term 3, Week 6	<b>Chemistry</b>	2	First hand investigation	30
Term 3, Week 7	<b>Biology</b> <b>Food Technology</b> <b>Industrial Technology (Timber &amp; Metal)</b> <b>Investigating Science</b>	2 2 2 2	Depth Study, field study report Portfolio Preliminary project Portfolio & presentation	30 30 40 30
Term 3, Week 8	<b>Music 1</b> <b>Music 2</b> <b>Photography, Video &amp; Digital Imaging</b>	3 3 3	Portfolio and Research Composition Portfolio Scaffolded Artist study	40 40 30
Term 3, Week 9				
Term 3 Week 10				

**Assessment Calendar: Term 3 2019 continued..**

<b>Week Due</b>	<b>Subject</b>	<b>Task No</b>	<b>Type of Task</b>	<b>Weight %</b>
Term 3, Weeks 9 & 10	<b>Ancient History</b>	3	End of Course Exam	35
	<b>Biology</b>	3	End of Course Exam	40
	<b>Business Studies</b>	3	End of Course Exam	40
	<b>Chemistry</b>	3	End of Course Exam	40
	<b>Community and Family Studies</b>	3	End of Course Exam	40
	<b>Construction</b>	3	End of Course Exam	-
	<b>Dance</b>	3	End of Course Exam	30
	<b>Drama</b>	3	End of Course Exam	40
	<b>Engineering Studies</b>	3	End of Course Exam	40
	<b>English (Advanced)</b>	3	End of Course Exam	30
	<b>English Studies – CEC</b>	3	End of Course Exam	30
	<b>English Standard</b>	3	End of Course Exam	30
	<b>Exploring Early Childhood</b>	3	End of Course Exam	35
	<b>Food Technology</b>	3	End of Course Exam	40
	<b>Hospitality (Food &amp; Beverage)</b>	3	End of Course Exam	-
	<b>Hospitality (Kitchen Operations)</b>	3	End of Course Exam	-
	<b>Information, Digital Media &amp; Technology</b>	3	End of Course Exam	-
	<b>Industrial Technology Timber and Metal</b>	3	End of Course Exam	40
	<b>Investigating Science</b>	3	End of Course Exam	40
	<b>Japanese Beginners</b>	3	End of Course Exam	40
	<b>Legal Studies</b>	3	End of Course Exam	30
	<b>Mathematics Advanced</b>	3	End of Course Exam	40
	<b>Mathematics Ext 1</b>	3	End of Course Exam	40
	<b>Mathematics Standard</b>	3	End of Course Exam	40
	<b>Modern History</b>	3	End of Course Exam	30
	<b>PD/H/PE</b>	3	End of Course Exam	30
	<b>Physics</b>	3	End of Course Exam	40
	<b>Primary Industries</b>	3	End of Course Exam	-
	<b>Society &amp; Culture</b>	3	End of Course Exam	40
	<b>Visual Arts</b>	3	End of Course Exam	40

# Preliminary 2019 Line Pattern

LINE 1	LINE 2	LINE 3	LINE 4	LINE 5	LINE 6
Chemistry Construction VET History – Ancient Hospitality Kitchen Ops VET Japanese Beginners Photography, Video & Digital Society & Culture Sport, Lifestyle & Recreation – non ATAR	Biology Dance Engineering Studies Food Technology History – Ancient Hospitality VET Information, Digital Media & Technology Legal Studies Sport, Lifestyle & Recreation – non ATAR	English Advanced English Standard English Studies	Mathematics Advanced Mathematics Standard Sport, Lifestyle & Recreation – non ATAR	Biology Business Studies Community & Family Studies History – Modern Investigating Science Music 1 Music 2 PDHPE Primary Industries VET	Biology Business Studies Exploring Early Childhood – non ATAR Industrial Tech – Metal Industrial Tech – Timber PDHPE Physics Visual Arts

Line 7	Line 9
Mathematics Ext 1 English Ext 1	Early Childhood Education

**Ancient History**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>Research and Presentation</b> Historical Investigation	<b>Case study</b> Site Study Presentation	<b>End of Year Examination</b>	
	Term 2, Week 2	Term 3, Week 1	Term 3, Weeks 9-10	
	<b>Outcomes assessed</b> AH 11-2, AH 11-3, AH11-4, AH11-5, AH11-6, AH11-8, AH11-9	<b>Outcomes assessed</b> AH11-7, AH11-10	<b>Outcomes assessed</b> AH11-1 AH11-6 AH11-7 AH11-9	
Knowledge and understanding of course content		20	20	<b>40</b>
Historical skills in the analysis and evaluation of sources and interpretations	5		15	<b>20</b>
Historical inquiry and research	10	10		<b>20</b>
Communication of historical understanding in appropriate forms	15	5		<b>20</b>
<b>Total %</b>	<b>30</b>	<b>35</b>	<b>35</b>	<b>100</b>

**Table of Preliminary Outcomes: - Ancient History**

<b>Preliminary Course</b>	A student:-
AH11-1	describes the nature of continuity and change in the ancient world
AH11-2	proposes ideas about the varying causes and effects of events and developments
AH11-3	analyses the role of historical features, individuals and groups in shaping the past
AH11-4	accounts for the different perspectives of individuals and groups
AH11-5	examines the significance of historical features, people, places, events and developments of the ancient world
AH11-6	analyses and interprets different types of sources for evidence to support an historical account or argument
AH11-7	discusses and evaluates differing interpretations and representations of the past
AH11-8	plans and conducts historical investigations and presents reasoned conclusions, using relevant evidence from a range of sources
AH11-9	communicates historical understanding, using historical knowledge, concepts and terms, in appropriate and well-structured forms
AH11-10	discusses contemporary methods and issues involved in the investigation of ancient history

**Biology**

Component	Task 1	Task 2	Task 3	Weighting %
	First-Hand Investigation Practical Report	First-Hand Investigation Depth Study Field study report	End of Course Examination	
	Term 2 Week 3	Term 3 Week 7	Term 3 Weeks 9/10	
	Outcomes Assessed 11.1, 11.2, 11.3, 11.5, 11.6, 11.8	Outcomes Assessed 11.1, 11.2, 11.3, 11.4, 11.5, 11.6, 11.7, 11.10, 11.11	Outcomes Assessed 11.1, 11.2, 11.3, 11.4, 11.5, 11.6, 11.7, 11.8, 11.9, 11.10, 11.11	
Knowledge and understanding	5	15	20	40
Working Scientifically	25	15	20	60
<b>Totals</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: Biology**

Preliminary Course	A student:-
<b>B11 – 1</b>	Develops and evaluates questions and hypotheses for scientific investigation
<b>B11 – 2</b>	Designs and evaluates investigations in order to obtain primary and secondary data and information
<b>B11 – 3</b>	Conducts investigations to collect valid and reliable primary and secondary data and information
<b>B11 – 4</b>	Selects and processes appropriate qualitative and quantitative data and information using a range of appropriate media
<b>B11 – 5</b>	Analyses and evaluates primary and secondary data and information
<b>B11 – 6</b>	Solves scientific problems using primary and secondary data, critical thinking skills and scientific processes
<b>B11 – 7</b>	Communicates scientific understanding using suitable language and terminology for a specific audience or purpose
<b>B11 – 8</b>	describes single cells as the basis for all life by analysing and explaining cells' ultrastructure and biochemical processes
<b>B11 – 9</b>	explains the structure and function of multicellular organisms and describes how the coordinated activities of cells, tissues and organs contribute to macroscopic processes in organisms
<b>B11 – 10</b>	describes biological diversity by explaining the relationships between a range of organisms in terms of specialisation for selected habitats and evolution of species
<b>B11 – 11</b>	analyses ecosystem dynamics and the interrelationships of organisms within the ecosystem

**Business Studies**

Component	Task 1	Task 2	Task 3	Weighting %
	<b>Case Study</b> Nature of Business	<b>Small Business Plan</b> Business Planning	<b>End of Course Examination</b>	
	Term 1 Week 9	Term 3 Week 4	Term 3 Weeks 9/10	
	P1, P2, P6, P7, P8	P1, P3, P6, P7, P9	P3, P4, P5, P8, P9, P10	
Knowledge and understanding of course content	5	15	20	<b>40</b>
Stimulus-based skills	10		10	<b>20</b>
Inquiry and research	10	10		<b>20</b>
Communication of business information, ideas and issues in appropriate forms		10	10	<b>20</b>
<b>Marks</b>	<b>25</b>	<b>35</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: Business Studies**

Preliminary Course	A student:-
<b>P1</b>	discusses the nature of business, its role in society and types of business structure
<b>P2</b>	explains the internal and external influences on businesses
<b>P3</b>	describes the factors contributing to the success or failure of small to medium enterprises
<b>P4</b>	assesses the processes and interdependence of key business functions
<b>P5</b>	examines the application of management theories and strategies
<b>P6</b>	analyses the responsibilities of business to internal and external stakeholders
<b>P7</b>	plans and conducts investigations into contemporary business issues
<b>P8</b>	evaluates information for actual and hypothetical business situations
<b>P9</b>	communicates business information and issues in appropriate formats
<b>P10</b>	applies mathematical concepts appropriately in business situations

**Community and Family Studies**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>Individuals and Groups</b>	<b>Families &amp; Communities</b>	<b>Yearly Examination</b>	
	Research Task	Case study		
	Term 2 Week 2	Term 3, Week 4	Term 3, Week 9,10	
	P1.2, P2.1, P4.2, P5.1, P6.1	P1.1, P2.3, P4.1, P4.2, P6.1	P1.1 – P6.2	
Knowledge and understanding of course content	10	10	20	<b>40</b>
Skills in critical thinking, research methodology, analysing and communicating	20	20	20	<b>60</b>
<b>Marks</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: - Community and Family Studies**

<b>Preliminary Course</b>	<b>A student:-</b>
P1.1	describes the contribution an individual's experiences, values, attitudes and beliefs make to the development of goals
P1.2	proposes effective solutions to resource problems
P2.1	accounts for the roles and relationships that individuals adopt within groups
P2.2	describes the role of the family and other groups in the socialisation of individuals
P2.3	examines the role of leadership and group dynamics in contributing to positive interpersonal relationships and achievement
P2.4	analyses the interrelationships between internal and external factors and their impact on family functioning
P3.1	explains the changing nature of families and communities in contemporary society
P3.2	analyses the significance of gender in defining roles and relationships
P4.1	utilises research methodology appropriate to the study of social issues
P4.2	presents information in written, oral and graphic form
P5.1	applies management processes to maximise the efficient use of resources
P6.1	distinguishes those actions that enhance wellbeing
P6.2	uses critical thinking skills to enhance decision making

## Chemistry

Component	Task 1	Task 2	Task 3	Weighting %
	<b>First-Hand Investigation</b> Practical Report Depth Study	<b>First-Hand Investigation</b>	<b>End of Course Examination</b>	
	Term 2 Week 2	Term 3 Week 6	Term 3 Weeks 9/10	
	<b>Outcomes Assessed</b> 11.1, 11.2, 11.3, 11.4, 11.8, 11.9	<b>Outcomes Assessed</b> 11.1, 11.6, 11.7, 11.10, 11.11	<b>Outcomes Assessed</b> 11.1, 11.2, 11.3, 11.4, 11.5, 11.6, 11.7, 11.8, 11.9, 11.10, 11.11	
Knowledge and understanding	5	15	20	<b>40</b>
Working Scientifically	25	15	20	<b>60</b>
<b>Totals</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: Chemistry**

Course	A student:-
<b>CH11 – 1</b>	Develops and evaluates questions and hypotheses for scientific investigation
<b>CH11 – 2</b>	Designs and evaluates investigations in order to obtain primary and secondary data and information
<b>CH11 – 3</b>	Conducts investigations to collect valid and reliable primary and secondary data and information
<b>CH11 – 4</b>	Selects and processes appropriate qualitative and quantitative data and information using a range of appropriate media
<b>CH11 – 5</b>	Analyses and evaluates primary and secondary data and information
<b>CH11 – 6</b>	Solves scientific problems using primary and secondary data, critical thinking skills and scientific processes
<b>CH11 – 7</b>	Communicates scientific understanding using suitable language and terminology for a specific audience or purpose
<b>CH11 – 8</b>	explores the properties and trends in the physical, structural and chemical aspects of matter
<b>CH11 – 9</b>	describes, applies and quantitatively analyses the mole concept and stoichiometric relationships
<b>CH11 – 10</b>	explores the many different types of chemical reactions, in particular the reactivity of metals, and the factors that affect the rate of chemical reactions
<b>CH11 – 11</b>	analyses the energy considerations in the driving force for chemical reactions



## Construction (VET)

### Assessment Summary for CPC20211 Certificate II in Construction Pathways Assessment Advice for HSC VET Courses

Assessment in VET courses is competency based. This means that you need to demonstrate that you have gained, and can apply the specific knowledge and skills for the unit of competency to be deemed competent in that unit. Evidence of competence will be collected in a variety of ways including written tasks, practical demonstration, portfolio or assignments.

You may be deemed 'Competent' if performance in all required assessment activities is satisfactory or Not Yet Competent if you are still developing skills and/or your performance is at an unsatisfactory level. There is no pass or fail. This means that a course mark is not allocated. For this reason, the assessment schedule for HSC VET courses is in a different format to other Board Developed Courses. Formal assessment will be scheduled only when you have developed the necessary skills, and underpinning knowledge to demonstrate competency. Your trainer will keep a record of units of competency achieved. You may request to see this record at any time to determine your progress. Alternatively you will be supplied with a competency log for maintaining a record of units achieved. You are entitled to seek advice about options for further training and assessment for competencies 'not yet achieved'. You will also receive a report from the school each semester indicating competencies achieved to date.

**The achievement of units of competency**, will lead to a Certificate at AQF level I, II or III or a Statement of Attainment (SOA) towards the AQF qualification. A transcript will be issued by the NSW Education Standards Authority (NESA) on behalf of Public Schools NSW Wagga Wagga, Registered Training Organisation (RTO) 90333 for successful completion.

**Recognition of Prior Learning (RPL)** is available by submitting evidence of skills and knowledge relevant to the unit/s of competency for assessment by your trainer.

**Credit Transfer** will be given for units of competency previously achieved with another RTO.

**Work placement is a mandatory HSC component in some courses** and must be completed during the course. (Refer to the specific course assessment summary for more detailed information).

Note

- you will not be permitted to participate in a work placement if you are not deemed 'work ready' by your trainer.
- an 'N' determination will be issued if work placement is not satisfactorily completed. This means that the course will not count towards your HSC pattern of study. However, you will still receive a Statement of Attainment which indicates the units of competency achieved towards the qualification.
- the scheduled date for work placement is shown in the course assessment summary.

**HSC Examination is only available in some VET courses.** (Refer to the specific course assessment summary for more detailed information).

- Optional for students completing the 240 hour course and is intended for Australian Tertiary Admissions Rank (ATAR) purposes only. (Refer to the specific course assessment summary for more detailed information).
- Independent of the competency based assessment requirements for the Australian Qualifications Framework (AQF) VET qualification. The satisfactory completion of the course will still appear on your HSC if the optional exam is not undertaken.

If you intend to use your VET course towards the calculation of the ATAR, the school must submit an estimated mark of your likely performance in the HSC. This will only be used in the case of an illness/misadventure appeal. Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial exam.

## Assessment Summary for CPC20211 Certificate II in Construction Pathways

Requirements for HSC purposes	Dates
Work Placement (compulsory for the HSC) 70 hours in total	Term 3 2019 and Term 4 2019
Trial HSC exam - Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial HSC exam.	Term 3 Week 5/6 in HSC Year 2020

Cluster name, unit of competency code and title.	Observation of practical work	Product assessment	Oral questioning	Written assignment	Role-play. Oral presentation	Third party report	Self-Assessment	HSC examinable
CPCCWHS1001 – Prepare to work safely in the construction industry	Y		Y	Y	Y	Y		Y
<b>Cluster 1 Working Safely in the Construction Industry</b>								
CPCOHS2001A - Apply OHS requirements, policies and procedures in the construction industry	Y		Y	Y		Y	Y	Y
CPCCCA2011A - Handle carpentry materials	Y	Y	Y	Y		Y	Y	
<b>Cluster 2 Measure up</b>								
COCCCM1015A – Carry out measurements & calculations	Y	Y		Y			Y	Y
CPCCA2002B – Use carpentry tools and equipment	Y	Y	Y	Y		Y		**
<b>Cluster 3 Reading Plans and Levelling</b>								
CPCCCM2001A – Read and interpret plans and specifications	Y		Y	Y				Y
CPCCCM2006B – Apply basic levelling procedures	Y		Y	Y				
<b>Cluster 4 Prepare for Concreting</b>								
CPCCCA2003A – Erect and dismantle formwork for footings and slabs on ground	Y	Y		Y			Y	
<b>Cluster 5 Group Project</b>								
CPCCCM1013A - Plan and organise work	Y	Y		Y		Y	Y	Y
CPCCM2004A – Handle construction materials	Y			Y		Y		
<b>Cluster 6 Skills Into Action</b>								
CPCCCM1012A – Work effectively and sustainably in the construction industry				Y		Y	Y	Y
CPCCCM1014A - Conduct workplace communication				Y	Y	Y		Y
<b>Cluster 7 Option 1 – Joinery</b>								
CPCCJN2001A - Assemble components	Y	Y		Y			Y	
CPCCJN2002B - Prepare for off-site manufacturing process	Y	Y		Y			Y	

\*\* [CPCCCM2005B](#) Use construction tools and equipment – syllabus content to be delivered

Depending on the achievement of units of competency; the possible AQF qualification outcome is CPC20211 Certificate II in Construction Pathways or a Statement of Attainment towards CPC20211 Certificate II in Construction Pathways

## Dance

Component	Task 1	Task 2	Task 3	Weighting %
	<b>Performance</b> video analysis and diary submission	<b>Practical demonstration</b> of draft core composition and oral elaboration including diary submission.	<b>End of Course Exam</b> Critical evaluation of selected choreographers, major dance works, and socio-historic content.	
	Term 1, Week 9	Term 2, Week 8	Term 3, Week 9-10	
	<b>Outcomes assessed</b> P1.1, P1.2, P1.3, P1.4, P2.1, P2.3, P2.4, P2.5, P2.6	<b>Outcomes assessed</b> P1.1, P1.2, P1.3, P3.1, P3.2, P3.3, P3.4, P3.5, P3.6	<b>Outcomes assessed</b> P4.1, P4.2, P4.3, P.4, P.5	
Core Performance	40			<b>40</b>
Core Composition		30		<b>30</b>
Core Appreciation			30	<b>30</b>
<b>Total %</b>	<b>40</b>	<b>30</b>	<b>30</b>	<b>100</b>

**Table of Preliminary Outcomes: - Dance**

Preliminary Course	A student:-
<b>P1.1</b>	understands dance as the performance and communication of ideas through movement and in written and oral form
<b>P1.2</b>	understands the use of dance terminology relevant to the study of dance as an artform
<b>P1.3</b>	develops the skills of dance through performing, composing and appreciating dance
<b>P1.4</b>	values the diversity of dance as an artform and its inherent expressive qualities
<b>P2.1</b>	identifies the physiology of the human body as it is relevant to the dancer
<b>P2.2</b>	identifies the body's capabilities and limitations
<b>P2.3</b>	recognises the importance of the application of safe dance practice
<b>P2.4</b>	demonstrates appropriate skeletal alignment, body-part articulation, strength, flexibility, agility and coordination
<b>P2.5</b>	performs combinations, phrases and sequences with due consideration of safe dance practices
<b>P2.6</b>	values self-discipline, commitment and consistency in technical skills and performance
<b>P3.1</b>	identifies the elements of dance composition
<b>P3.2</b>	understands the compositional process
<b>P3.2</b>	understands the function of structure as it relates to dance composition
<b>P3.4</b>	explores the elements of dance relating to dance composition
<b>P3.5</b>	devises movement material in a personal style in response to creative problem- solving tasks in dance composition
<b>P3.6</b>	structures movement devised in response to specific concept/intent
<b>P3.7</b>	values their own and others' dance activities as worthwhile
<b>P4.1</b>	understands the socio-historic context in which dance exists
<b>P4.2</b>	develops knowledge to critically appraise and evaluate dance
<b>P4.3</b>	demonstrates the skills of gathering, classifying and recording information about dance
<b>P4.4</b>	develops skills in critical appraisal and evaluation
<b>P4.5</b>	values the diversity of dance from national and international perspectives

**Drama**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>Performance/Making</b> Monologue and submission of logbook	<b>Design Portfolio/Rational submission.</b> Making	<b>End of Course Exam</b> Critically studying	
	Term 1, Week 9	Term 2, Week 9	Term 3, Week 9/10	
	<b>Outcomes assessed</b> 1.1, 1.2, 1.3, 1.5, 1.6, 2.1, 2.5, 3.2	<b>Outcomes assessed</b> 1.4, 1.7, 2.3, 2.4, 2.6	<b>Outcomes assessed</b> 1.8, 3.2.3.3, 3.4	
Critically Studying	30			<b>30</b>
Performing		40		<b>40</b>
Making			40	<b>40</b>
<b>Total %</b>	<b>30</b>	<b>40</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: - Drama**

<b>Preliminary Course</b>	A student:-
<b>Making</b>	
<b>P1.2</b>	explores ideas and situations, expressing them imaginatively in dramatic form
<b>P1.3</b>	demonstrates performance skills appropriate to a variety of styles and media
<b>P1.4</b>	understands, manages and manipulates theatrical elements and elements of production, using them perceptively and creatively
<b>P1.5</b>	understands, demonstrates and records the process of developing and refining ideas and scripts through to performance
<b>P1.6</b>	demonstrates directorial and acting skills to communicate meaning through dramatic action
<b>Performing</b>	
<b>P2.1</b>	understands the dynamics of actor-audience relationship
<b>P2.2</b>	understands the contributions to a production of the playwright, director, dramaturg, designers, front-of-house staff, technical staff and producers
<b>P2.3</b>	demonstrates directorial and acting skills to communicate meaning through dramatic action
<b>P2.4</b>	performs effectively in a variety of styles using a range of appropriate performance techniques, theatrical and design elements and performance spaces
<b>P2.5</b>	understands and demonstrates the commitment, collaboration and energy required for a production
<b>P2.6</b>	appreciates the variety of styles, structures and techniques that can be used in making and shaping a performance
<b>Critically Studying</b>	
<b>P3.1</b>	critically appraises and evaluates, both orally and in writing, personal performances and the performances of others
<b>P3.2</b>	understands the variety of influences that have impacted upon drama and theatre performance styles, structures and techniques
<b>P3.3</b>	analyses and synthesises research and experiences of dramatic and theatrical styles, traditions and movements
<b>P3.4</b>	appreciates the contribution that drama and theatre make to Australian and other societies by raising awareness and expressing ideas about issues of interest

**Engineering Studies**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>Research Task</b> Reverse Engineering	<b>Report</b> Biomedical Engineering	<b>End of Year Examination</b>	
	Term 1, Week 10	Term 2, Week 5	Term 3, Weeks 9-10	
	<b>Outcomes assessed</b> P1.2, P2.1, P4.1, P4.2	<b>Outcomes assessed</b> P1.1, P2.2, P3.1, P3.2 P5.1, P5.2, P6.2	<b>Outcomes assessed</b> P1.2, P2.1, P3.1, P3.3, P4.2, P4.3, P6.1	
Knowledge and understanding of course content	10	10	40	<b>60</b>
Knowledge and skills in research, problem solving and communication related to engineering practice	20	20		<b>40</b>
<b>Total %</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: - Engineering Studies**

<b>Preliminary Course</b>	<b>A student:-</b>
<b>P1.1</b>	identifies the scope of engineering and recognises current innovations
<b>P1.2</b>	explains the relationship between properties, structure, uses and applications of materials in engineering
<b>P2.1</b>	describes the types of materials, components and processes and explains their implications for engineering development
<b>P2.2</b>	describes the nature of engineering in specific fields and its importance to society
<b>P3.1</b>	uses mathematical, scientific and graphical methods to solve problems of engineering practice
<b>P3.2</b>	develops written, oral and presentation skills and applies these to engineering reports
<b>P3.3</b>	applies graphics as a communication tool
<b>P4.1</b>	describes developments in technology and their impact on engineering products
<b>P4.2</b>	describes the influence of technological change on engineering and its effect on people
<b>P4.3</b>	identifies the social, environmental and cultural implications of technological change in engineering
<b>P5.1</b>	demonstrates the ability to work both individually and in teams
<b>P5.2</b>	applies management and planning skills related to engineering
<b>P6.1</b>	applies knowledge and skills in research and problem-solving related to engineering
<b>P6.2</b>	applies skills in analysis, synthesis and experimentation related to engineering

### OHS ENGLISH DRAFTING POLICY

The English Faculty at OHS is passionate about improving the quality of our students writing. Our Faculty Pedagogy is underpinned by research, which, suggests that students, when given quality feedback, are more likely to reflect upon their writing, and implement the feedback, ultimately working towards stronger compositions.

The English Faculty regularly work within, and outside of school hours, to ensure quality feedback is given to students prior submission dates. The following points illustrate our drafting process at OHS.

- **Students are encouraged to submit drafts for teacher feedback ONE WEEK prior the task deadline or earlier. This ensures the teacher has enough time to deliver quality feedback to students.** In accordance with the individual teacher's drafting guidelines, drafts may be submitted closer to the deadline, however, the student must negotiate this with their teacher directly. To enquire about a particular teacher's drafting parameters, please feel free to contact your child's teacher directly.
- The English staff will provide feedback on **one draft per assessment**, if submitted within the outlined guidelines. However, individual staff and students may arrange for additional drafts based on teacher discretion.
- **Drafts submitted AFTER the drafting period (especially those submitted in close proximity to the deadline)** or outside of the teacher's specified guidelines may not receive feedback. **For example:** Submitting a draft at 10PM the night before the deadline does not allow the teacher reasonable time to provide quality feedback.
- **Teachers may provide feedback on:**  
**Structure** (eg: including quality of thesis statement, topic sentences and conclusion)  
**Evidence:** (eg: quality of their chosen evidence, guiding students towards judicious choices)  
**Vocabulary** (eg: directions on the appropriateness of the vocabulary, to reduce wordiness, to increase sophistication)  
**Cohesion** (eg: how the piece works in totality, flow of the piece, logic of arguments)  
**Grammar, Punctuation, Paragraphing** (eg: suggestions on areas for improvement in literacy conventions – note: this does not involve rewording at the word/sentence level, rather providing suggestions on areas which are incorrect/lacking in clarity).
- **Teachers will at no time provide students with an approximate grade/mark based on a draft.** Students are encouraged to view the drafting exercise as an opportunity to improve their work, not to receive a formal mark.
- **Students should not assume that applying teacher feedback will ensure full marks.** As students are incredibly diverse in their ability levels, teachers will seek to provide meaningful feedback to ensure they achieve 'their best.'
- **Students are encouraged to work with their classroom teacher in the first instance.** They may choose to make alternate arrangements with their teacher to work with another teacher on a specific task if appropriate.

If you have any questions regarding this policy, please do not hesitate to contact your child's classroom teacher or the Head Teacher English.

**English Advanced**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>Creative response, reflection and in class task</b>	<b>Multimodal – Representation and critical evaluation</b>	<b>Creative and Critical responses in examination</b>	
	Term 1 Week 10	Term 2 Week 9	Term 3 Weeks 9-10	
	<b>Outcomes assessed</b> 1, 3, 4, 5, 6, 8, 9	<b>Outcomes assessed</b> 1,2,3,4,5, 6, 7, 9	<b>Outcomes assessed</b> 1,2,3,4,5, 6, 7,9	
<b>Reading to Write</b> <b>Multiple mentor texts (prose, poetry, speeches, non-fiction etc)</b>	30			<b>30%</b>
<b>Module B: Critical Study of Text</b>		40		<b>40%</b>
<b>Module A: Narratives That Shape Our Worlds</b> <b>Classic and Contemporary Texts</b>			30	<b>30%</b>
<b>Totals</b>	<b>30%</b>	<b>40%</b>	<b>30%</b>	<b>100</b>

**Table of Year 11 Outcomes: - English Advanced**

Preliminary Course	A student:-
EA 11-1	responds to, composes and evaluates complex texts for understanding, interpretation, critical analysis, imaginative expression and pleasure
	uses and evaluates processes, skills and knowledge required to effectively respond to and compose texts in different modes, media and technologies
EA 11-3	analyses and uses language forms, features and structures of texts, considers appropriateness for specific purposes, audience and contexts and evaluates their effects on meaning
EA 11-4	strategically uses knowledge, skills and understanding of language concepts and literary devices in new and different contexts
EA 11-5	thinks imaginatively, creatively, interpretively and critically to respond to, evaluate and compose texts that synthesise complex information, ideas and arguments
EA 11-6	investigates and evaluates the relationships between texts
EA 11-7	evaluates the diverse ways texts can represent personal and public worlds and recognises how they are valued
EA 11- 8	explains and evaluates cultural assumptions and values in texts and their effects on meaning
EA 11-9	reflects on, evaluates and monitors own learning and adjusts individual and collaborative processes to develop as an independent learner

**English – English Studies – CEC**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>Multimodal Presentation</b>	<b>Portfolio of Work (1) &amp; (2)</b>	<b>Exit Examination</b>	
	Term 1, Week 7	Term 2, Weeks 5 & 10	Term 3, Week 9 - 10	
	<b>Outcomes assessed</b> ES11-1, ES11-8, ES11-10	<b>Outcomes assessed</b> ES11-3, ES11-4, ES11-7	<b>Outcomes assessed</b> ES11-2, ES11-5, ES11-6, ES11-9	
Mandatory Module: Achieving Through English	35			<b>35</b>
Part of a Family - English and Family Life		35		<b>35</b>
On the Road			30	<b>30</b>
<b>Totals</b>	<b>35</b>	<b>35</b>	<b>30</b>	<b>100</b>

**Table of Year 11 Outcomes: - English Studies**

<b>Outcome</b>	<b>A Student:</b>
ES 11-1	Comprehends and responds to a range of texts, including short and extended texts, literary texts and texts from academic, community, workplace and social contexts for a variety of purposes.
ES 11-2	Identifies and uses strategies to comprehend written, spoken, visual, multimodal and digital texts that have been composed for different purposes and contexts.
ES 11-3	Gains skills in accessing, comprehending and using information to communicate in a variety of ways.
ES 11-4	Composes a range of texts with increasing accuracy and clarity in different forms.
ES 11-5	Develops knowledge, understanding and appreciation of how language forms and features that convey meaning in texts.
ES 11-6	Uses appropriate strategies to compose texts for different modes, media, audiences, contexts and purposes.
ES 11-7	Represents own ideas in critical, interpretive and imaginative texts.
ES 11-8	Identifies and describes relationships between texts.
ES 11-9	Identifies and explores ideas, values, points of view and attitudes expressed in texts, and considers ways in which texts may influence, engage and persuade.
ES 11-10	Monitors and reflects on aspects of their individual and collaborative processes in order to plan for future learning.



**English Standard**

Component	Task 1	Task 2	Task 3	Weighting %
	Creative Response, Reflection and In Class Task	Multimodal – Representation and critical evaluation	Critical responses in examination	
	Term 1 Week 10	Term 2 Week 9	Term 3 Weeks 9-10	
	Outcomes assessed 1, 3, 4, 5, 6, 8, 9	Outcomes assessed 1,2,3,4,5, 6, 7, 9	Outcomes assessed 1,2,3,4,5, 6, 7, 9	
Reading to Write Multiple mentor texts (prose, poetry, speeches, non-fiction etc)	30			30%
Module B: Close Study of Text		40		40%
Module A: Contemporary Possibilities Multiple digital and contemporary texts			30	30%
Totals	30%	40%	30%	100

**Table of Year 11 Outcomes: English Standard**

Preliminary Course	A student:-
EN 11-1	responds to and composes increasingly complex texts for understanding, interpretation, analysis, imaginative expression and pleasure
EN 11-2	uses and evaluates processes, skills and knowledge required to effectively respond to and compose texts in different modes, media and technologies
EN 11-3	analyses and uses language forms, features and structures of texts, considers appropriateness for purpose, audience and context and explains effects on meaning
EN 11-4	applies knowledge, skills and understanding of language concepts and literary devices into new and different contexts
EN 11-5	thinks imaginatively, creatively, interpretively and analytically to respond to and compose texts that include considered and detailed information, ideas and arguments
EN 11-6	investigates and explains the relationships between texts
EN 11-7	understands and explains the diverse ways texts can represent personal and public worlds
EN 11-8	identifies and explains cultural assumptions in texts and their effects on meaning
EN 11-9	reflects on, assesses and monitors own learning and develops individual and collaborative processes to become an independent learner

**English Extension 1**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>Creative Writing</b>	<b>Research Project</b>	<b>Examination</b>	
	Term 1 Week 8	Term 3 Week 4	Term 3 Weeks 9-10	
	<b>Outcomes assessed</b> EE11-3, EE11-2, EE11-1	<b>Outcomes assessed</b> EE11-1, EE11-3, EE11-4, EE11-5, EE11-6	<b>Outcomes assessed</b> EE11-1, EE11-2, EE11-3, EE11-5	
Module: Texts, Culture & Value	30	30	40	<b>100</b>
<b>Totals</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100</b>

**Table of Year 11 Outcomes: English Extension 1**

<b>Preliminary Course</b>	<b>A student:-</b>
EE11-1	demonstrates and applies considered understanding of the dynamic relationship between text, purpose, audience and context, across a range of modes, media and technologies
EE11-2	analyses and experiments with language forms, features and structures of complex texts, evaluating their effects on meaning in familiar and new contexts.
EE11-3	thinks deeply, broadly and flexibly in imaginative, creative, interpretive and critical ways to respond to, compose and explore the relationships between sophisticated texts.
EE11-4	develops skills in research methodology to undertake effective independent investigation
EE11-5	articulates understanding of how and why texts are echoed, appropriated and valued in a range of contexts
EE11-6	reflects on and assesses the development of independent learning gained through the processes of research, writing and creativity

**Exploring Early Childhood**

Component	Task 1	Task 2	Task 3	Weighting %
	Pregnancy and Childbirth Research Task	Child growth and Development Report	Yearly Examination	
	Term 1 Week 10	Term 2, Week 7	Term 3, Week 9,10	
	P1.1, P1.4,P 2.1, P5.1, P6.1, P6.2	P1.1, P2.3, P4.1, P4.2, P6.1	All outcomes may be assessed	
Knowledge and understanding of course content	20	10	20	<b>50</b>
Skills in critical thinking, research methodology, analysing and communicating	15	20	15	<b>50</b>
<b>Marks</b>	<b>35</b>	<b>30</b>	<b>35</b>	<b>100</b>

**Table of Preliminary Outcomes: - Exploring Early Childhood**

Preliminary Course	A student:-
P1.1	analyses prenatal issues that have an impact on development
P1.2	examines major physical, social-emotional, behavioural, cognitive and language development of young children
P1.3	examines the nature of different periods in childhood — infant, toddler, preschool and the early school years
P1.4	analyses the ways in which family, community and culture influence the growth and development of young children
P1.5	examines the implications for growth and development when a child has special needs
P2.1	analyses issues relating to the appropriateness of a range of services for different families
P2.2	critically examines factors that influence the social world of young children
P2.3	explains the importance of diversity as a positive issue for children and their families
P2.4	analyses the role of a range of environmental factors that have an impact on the lives of young children
P2.5	examines strategies that promote safe environments
P3.1	evaluates strategies that encourage positive behaviour in young children
P4.1	demonstrates appropriate communication skills with children and/or adults
P4.2	interacts appropriately with children and adults from a wide range of cultural backgrounds
P4.3	demonstrates appropriate strategies to resolve group conflict
P5.1	analyses and compares information from a variety of sources to develop an understanding of child growth and development
P6.1	demonstrates an understanding of decision making processes
P6.2	critically examines all issues including beliefs and values that may influence interactions with others

**Food Technology**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>Case Study</b> Food availability and selection	<b>Portfolio</b> Food Quality Experiments and Preparation	<b>End of Year Examination</b>	
	Term 2, Week 3	Term 3, Week 7	Term 3, Weeks 9-10	
	<b>Outcomes assessed</b> P2.2, P3.2, P4.1, P4.2, P4.4, P5.1	<b>Outcomes assessed</b> P2.1, P3.1, P3.2, P4.1, P4.3, P5.1	<b>Outcomes assessed</b> P1.1, P1.2, P2.2, P4.4, P5.1	
Knowledge and understanding of course content	5	5	30	<b>40</b>
Knowledge and skills in designing, researching, analysing and evaluating	15	5	10	<b>30</b>
Skills in experimenting with and preparing food by applying theoretical concepts	10	20		<b>30</b>
<b>Total %</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: - Food Technology**

<b>Preliminary Course</b>	<b>A student:-</b>
<b>P1.1</b>	identifies and discusses a range of historical and contemporary factors which influence the availability of particular foods
<b>P1.2</b>	accounts for individual and group food selection patterns in terms of physiological, psychological, social and economic factors
<b>P2.1</b>	explains the role of food nutrients in human nutrition
	identifies and explains the sensory characteristics and functional properties of food
<b>P3.1</b>	assesses the nutrient value of meals/diets for particular individuals and groups
<b>P3.2</b>	presents ideas in written, graphic and oral form using computer software where appropriate.
<b>P4.1</b>	selects appropriate equipment, applies suitable techniques, and utilises safe and hygienic practices when handling food
<b>P4.2</b>	plans, prepares and presents foods which reflect a range of the influences on food selection
<b>P4.3</b>	selects foods, plans and prepares meals/diets to achieve optimum nutrition for individuals and groups
<b>P4.2</b>	applies an understanding of the sensory characteristics and functional properties of food to the preparation of food products
<b>P5.1</b>	generates ideas and develops solutions to a range of food situations

## Hospitality Operations – Food and Beverage Stream VET

### Assessment Advice for HSC VET Courses

Assessment in VET courses is competency based. This means that you need to demonstrate that you have gained, and can apply the specific knowledge and skills for the unit of competency to be deemed competent in that unit. Evidence of competence will be collected in a variety of ways including written tasks, practical demonstration, portfolio or assignments.

You may be deemed ‘Competent’ if performance in all required assessment activities is satisfactory or Not Yet Competent if you are still developing skills and/or your performance is at an unsatisfactory level. There is no pass or fail. This means that a course mark is not allocated. For this reason, the assessment schedule for HSC VET courses is in a different format to other Board Developed Courses. Formal assessment will be scheduled only when you have developed the necessary skills, and underpinning knowledge to demonstrate competency. Your trainer will keep a record of units of competency achieved. You may request to see this record at any time to determine your progress. Alternatively you will be supplied with a competency log for maintaining a record of units achieved. You are entitled to seek advice about options for further training and assessment for competencies ‘not yet achieved’. You will also receive a report from the school each semester indicating competencies achieved to date.

**The achievement of units of competency**, will lead to a Certificate at AQF level I, II or III or a Statement of Attainment (SOA) towards the AQF qualification. A transcript will be issued by the NSW Education Standards Authority (NESA) on behalf of Public Schools NSW Wagga Wagga, Registered Training Organisation (RTO) 90333 for successful completion.

**Recognition of Prior Learning (RPL)** is available by submitting evidence of skills and knowledge relevant to the unit/s of competency for assessment by your trainer.

**Credit Transfer** will be given for units of competency previously achieved with another RTO.

**Work placement is a mandatory HSC component in some courses** and must be completed during the course. (Refer to the specific course assessment summary for more detailed information).

#### Note

- you will not be permitted to participate in a work placement if you are not deemed ‘work ready’ by your trainer.
- an ‘N’ determination will be issued if work placement is not satisfactorily completed. This means that the course will not count towards your HSC pattern of study. However, you will still receive a Statement of Attainment which indicates the units of competency achieved towards the qualification.
- the scheduled date for work placement is shown in the course assessment summary.

**HSC Examination is only available in some VET courses. (Refer to the specific course assessment summary for more detailed information).**

- Optional for students completing the 240 hour course and is intended for Australian Tertiary Admissions Rank (ATAR) purposes only. (Refer to the specific course assessment summary for more detailed information).
- Independent of the competency based assessment requirements for the Australian Qualifications Framework (AQF) VET qualification. The satisfactory completion of the course will still appear on your HSC if the optional exam is not undertaken.

If you intend to use your VET course towards the calculation of the ATAR, the school must submit an estimated mark of your likely performance in the HSC. This will only be used in the case of an illness/misadventure appeal. Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial exam.

**Assessment Summary for SIT20316 Certificate II in Hospitality Food and Beverage Stream**

Requirements for HSC purposes	Dates
Work Placement (compulsory for the HSC) 70 hours in total	Term 3 2019 and Term 4 2019 (35hrs can be achieved through service periods)
Trial HSC exam - Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial HSC exam.	Term 3 Week 5 in HSC Year 2020

	Observation of practical work	Product Assessment	Oral questioning	Written assignment, test, quiz	Role play, oral presentation	Supplementary Evidence	Other, HSC examinable
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**Cluster 1 Working Together new cluster**

BSBWOR203 Work effectively with others				Y	Y		Y
BSBCMM201 Communicate in the Workplace				Y	Y		

**Cluster 2 Safe and hygienic food preparation-new cluster**

Part A Hygienic Food Preparation							
SITXFSA001 Use hygienic practices for food safety	Y			Y			Y
Part B Safe Food Preparation							
SITHCCC001 Use food preparation equipment	Y	Y		Y			
SITXFSA002 Participate in safe food handling practices	Y	Y		Y			

**Cluster 3 Café Skills- new assessment requirement**

SITHFAB005 Part A Prepare and serve espresso coffee	Y	Y		Y		Y	Y Portfolio
SITHFAB004 Part B Prepare and serve non-alcoholic beverages	Y	Y		Y		Y	Y Portfolio

**Cluster 4 Safe and Sustainable work practices**

SITXWHS001 Participate in safe work practices	Y			Y	Y		Y
BSBSUS201 Participate in environmentally sustainable work practices				Y			

**Cluster 5 Interacting with diverse customers**

SITXCCS003 Interact with customers	Y			Y	Y		Y
SITXCOM002 Show social and cultural sensitivity	Y			Y	Y		

**Cluster 6 Serving food and beverages – new assessment requirement**

SITHFAB007 Serve food and beverage	Y			Y		Y	Y Portfolio
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**Cluster 7 Keeping up to date with industry**

SITHIND002 Source and use information on the hospitality industry				Y			Y
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**Cluster 8 Use hospitality skills effectively – new assessment requirement**

SITHIND003 Use hospitality skills effectively	Y			Y		Y	Portfolio
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## Hospitality Operations – Kitchen Operations VET

### Assessment Advice for HSC VET Courses

Assessment in VET courses is competency based. This means that you need to demonstrate that you have gained, and can apply the specific knowledge and skills for the unit of competency to be deemed competent in that unit. Evidence of competence will be collected in a variety of ways including written tasks, practical demonstration, portfolio or assignments.

You may be deemed 'Competent' if performance in all required assessment activities is satisfactory or Not Yet Competent if you are still developing skills and/or your performance is at an unsatisfactory level. There is no pass or fail. This means that a course mark is not allocated. For this reason, the assessment schedule for HSC VET courses is in a different format to other Board Developed Courses. Formal assessment will be scheduled only when you have developed the necessary skills, and underpinning knowledge to demonstrate competency. Your trainer will keep a record of units of competency achieved. You may request to see this record at any time to determine your progress. Alternatively you will be supplied with a competency log for maintaining a record of units achieved. You are entitled to seek advice about options for further training and assessment for competencies 'not yet achieved'. You will also receive a report from the school each semester indicating competencies achieved to date.

**The achievement of units of competency**, will lead to a Certificate at AQF level I, II or III or a Statement of Attainment (SOA) towards the AQF qualification. A transcript will be issued by the NSW Education Standards Authority (NESA) on behalf of Public Schools NSW Wagga Wagga, Registered Training Organisation (RTO) 90333 for successful completion.

**Recognition of Prior Learning (RPL)** is available by submitting evidence of skills and knowledge relevant to the unit/s of competency for assessment by your trainer.

**Credit Transfer** will be given for units of competency previously achieved with another RTO.

**Work placement is a mandatory HSC component in some courses** and must be completed during the course. (Refer to the specific course assessment summary for more detailed information).

Note

- you will not be permitted to participate in a work placement if you are not deemed 'work ready' by your trainer.
- an 'N' determination will be issued if work placement is not satisfactorily completed. This means that the course will not count towards your HSC pattern of study. However, you will still receive a Statement of Attainment which indicates the units of competency achieved towards the qualification.
- the scheduled date for work placement is shown in the course assessment summary.

**HSC Examination is only available in some VET courses. (Refer to the specific course assessment summary for more detailed information).**

- Optional for students completing the 240 hour course and is intended for Australian Tertiary Admissions Rank (ATAR) purposes only. (Refer to the specific course assessment summary for more detailed information).
- Independent of the competency based assessment requirements for the Australian Qualifications Framework (AQF) VET qualification. The satisfactory completion of the course will still appear on your HSC if the optional exam is not undertaken.

If you intend to use your VET course towards the calculation of the ATAR, the school must submit an estimated mark of your likely performance in the HSC. This will only be used in the case of an illness/misadventure appeal. Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial exam.

**Hospitality Operations – Kitchen Operations VET****Assessment Summary for SIT20416 Certificate II in Kitchen Operations**

Requirements for HSC purposes	Dates
Work Placement (compulsory for the HSC) 70 hours in total	Term 3 2019 and Term 4 2019 (35hrs can be achieved through service periods)
Trial HSC exam - Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial HSC exam.	Term 3 Week 5/6 in HSC Year 2020

	Observation of practical work	Product Assessment	Oral questioning	Written assignment, food analysis	Role play, oral presentation	Supplementary Evidence	Other, HSC examinable
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**Cluster 1 Getting Along**

BSBWOR203 Work effectively with others				Y			Y
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**Cluster 2 Safe and hygienic food preparation**

Part A Hygienic Food Preparation							
SITXFSA001 Use hygienic practices for food safety	Y			Y			Y
Part B Safe Food Preparation							
SITHCCC001 Use food preparation equipment	Y	Y		Y			Y
SITXFSA002 Participate in safe food handling practices	Y	Y		Y			Y

**Cluster 3 Safe and sustainable work practices**

BSBSUS201 Participate in environmentally sustainable work practices	Y		Y	Y			
SITXWHS001 Participate in safe work practices	Y		Y	Y			Y

**Cluster 4 Preparing quality simple dishes**

SITHCCC002 Prepare and present simple dishes	Y	Y		Y			
SITXINV002 Maintain the quality of perishable items	Y	Y		Y			

**Cluster 5 Producing menu Items – new assessment requirement**

SITHCCC005 Prepare dishes using basic methods of cookery	Y			Y		Y	Y Portfolio
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**Cluster 6 Cleaning the kitchen**

SITHKOP001 Clean kitchen premises and equipment	Y	Y		Y			Y
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**Cluster 7 Preparing appetisers and salads - new assessment requirement**

SITHCCC006 Prepare appetisers and salads	Y			Y		Y	Portfolio
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**Cluster 8 Sandwich preparation**

SITHCCC003 Prepare and present sandwiches	Y	Y		Y			
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**Cluster 9 Keeping up to date with industry**

SITHIND002 Source and use information on the hospitality industry				Y			Y
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**Cluster 10 Use cookery skills effectively - new assessment requirement**

SITHCCC011 Use cookery skills effectively (holistic)	Y	Y				Y	Portfolio
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## Information, Digital Media and Technology VET

### Assessment Summary for ICT30115 – Certificate III in Information, Digital Media and Technology

#### Assessment Advice for HSC VET Courses

Assessment in VET courses is competency based. This means that you need to demonstrate that you have gained, and can apply the specific knowledge and skills for the unit of competency to be deemed competent in that unit. Evidence of competence will be collected in a variety of ways including written tasks, practical demonstration, portfolio or assignments.

You may be deemed 'Competent' if performance in all required assessment activities is satisfactory or Not Yet Competent if you are still developing skills and/or your performance is at an unsatisfactory level. There is no pass or fail. This means that a course mark is not allocated. For this reason, the assessment schedule for HSC VET courses is in a different format to other Board Developed Courses. Formal assessment will be scheduled only when you have developed the necessary skills, and underpinning knowledge to demonstrate competency. Your trainer will keep a record of units of competency achieved. You may request to see this record at any time to determine your progress. Alternatively you will be supplied with a competency log for maintaining a record of units achieved. You are entitled to seek advice about options for further training and assessment for competencies 'not yet achieved'. You will also receive a report from the school each semester indicating competencies achieved to date.

**The achievement of units of competency**, will lead to a Certificate at AQF level I, II or III or a Statement of Attainment (SOA) towards the AQF qualification. A transcript will be issued by the NSW Education Standards Authority (NESA) on behalf of Public Schools NSW Wagga Wagga, Registered Training Organisation (RTO) 90333 for successful completion.

**Recognition of Prior Learning (RPL)** is available by submitting evidence of skills and knowledge relevant to the unit/s of competency for assessment by your trainer.

**Credit Transfer** will be given for units of competency previously achieved with another RTO.

**Work placement is a mandatory HSC component in some courses** and must be completed during the course. **(Refer to the specific course assessment summary for more detailed information).**

Note

- you will not be permitted to participate in a work placement if you are not deemed 'work ready' by your trainer.
- an 'N' determination will be issued if work placement is not satisfactorily completed. This means that the course will not count towards your HSC pattern of study. However, you will still receive a Statement of Attainment which indicates the units of competency achieved towards the qualification.
- the scheduled date for work placement is shown in the course assessment summary.

**HSC Examination is only available in some VET courses. (Refer to the specific course assessment summary for more detailed information).**

- Optional for students completing the 240 hour course and is intended for Australian Tertiary Admissions Rank (ATAR) purposes only. (Refer to the specific course assessment summary for more detailed information).
- Independent of the competency based assessment requirements for the Australian Qualifications Framework (AQF) VET qualification. The satisfactory completion of the course will still appear on your HSC if the optional exam is not undertaken.

If you intend to use your VET course towards the calculation of the ATAR, the school must submit an estimated mark of your likely performance in the HSC. This will only be used in the case of an illness/misadventure appeal. Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial exam.



## Assessment Summary for ICT30115 – Certificate III in Information, Digital Media and Technology

Requirements for HSC purposes	Dates
Work Placement (compulsory for the HSC) 70 hours in total	Term 3 2019 and Term 4 2019
Trial HSC exam - Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial HSC exam.	Term 3 Week 5 in HSC Year 2020

Cluster name and unit of competency code and title	Observation of practical work	Product Assessment	Oral questioning	Written assignment, test,	Role play, oral presentation	Third party report	Self-assessment	HSC examinable
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### Cluster 1 – WHS and Communication

BSBWHS304 Participate effectively in WHS communication and consultation processes	Y		Y	Y	Y	Y	Y	Yes
ICTICT202A Work and communicate effectively in an ICT environment			Y	Y		Y		Yes

### Cluster 2 – Operating Systems and Diagnostics

ICTICT301 Create user documentation	Y	Y		Y				
ICTICT302 Install and optimise operating system software	Y	Y	Y	Y			Y	Yes
CTSAS301 Run standard diagnostic tests	Y	Y		Y			Y	Yes

### Cluster 3 – Workplace Sustainability

BSBSUS401 Implement and monitor environmentally sustainable work practices	Y	Y	Y				Y	
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### Cluster 4 – Social Media

CTWEB201 Use social media tools for collaboration and engagement	Y	Y	Y				Y	
ICTWEB303 Produce digital images for the web	Y	Y	Y				Y	

### Cluster 5 - Option 1 Web and software applications stream

CTICT308 Use advanced features of computer applications	Y	Y	Y	Y		Y	Y	Yes
ICTWEB302 Build simple websites using commercial programs	Y	Y	Y		Y		Y	Yes
ICTICT203 Operate application software packages	Y	Y	Y	Y		Y	Y	Yes

Depending on the achievement of units of competency; the possible AQF qualification outcome is ICT30115 Certificate III Information Digital Media and Technology or statement towards ICT30115 Certificate III Information Digital Media and Technology.

**Industrial Technology: - Timber and Metal**

assessment schedule covers both Industrial Technology - Timber and Industrial Technology Metal

Component	Task 1	Task 2	Task 3	Weighting %
	Industry Case Study	Preliminary Project	Yearly Examination	
	Term 1, Week 8	Term 3, Week 7	Term 3, Weeks 9–10	
	Outcomes assessed P1.1, P1.2, P5.1, P6.2, P7.1, P7.2	Outcomes assessed P2.1, P3.1, P3.2, P4.1, P4.2, P4.3, P5.2	Outcomes assessed P1.1, P1.2, P2.1, P6.1, P7.1	
Knowledge and understanding of course content	10	15	15	40
Knowledge and skills in the management, communication and production of projects	10	25	25	60
<b>Total %</b>	<b>20</b>	<b>40</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: - Industrial Technology: Timber and Metal**

Preliminary Course	A student:-
<b>P1.1</b>	describes the organisation and management of an individual business within the focus area industry
<b>P1.2</b>	identifies appropriate equipment, production and manufacturing techniques, including new and developing technologies
<b>P2.1</b>	describes and uses safe working practices and correct workshop equipment maintenance techniques
<b>P2.2</b>	works effectively in team situations
<b>P3.1</b>	sketches, produces and interprets drawings in the production of projects
<b>P3.2</b>	applies research and problem-solving skills
<b>P3.3</b>	demonstrates appropriate design principles in the production of projects
<b>P4.1</b>	demonstrates a range of practical skills in the production of projects
<b>P4.2</b>	demonstrates competency in using relevant equipment, machinery and processes
<b>P4.3</b>	identifies and explains the properties and characteristics of materials/components through the production of projects
<b>P5.1</b>	uses communication and information processing skills
<b>P5.2</b>	uses appropriate documentation techniques related to the management of projects
<b>P6.1</b>	identifies the characteristics of quality manufactured products
<b>P6.2</b>	identifies and explains the principles of quality and quality control
<b>P7.1</b>	identifies the impact of one related industry on the social and physical environment
<b>P7.2</b>	identifies the impact of existing, new and emerging technologies of one related industry on society and the environment

## Investigating Science

Component	Task 1	Task 2	Task 3	Weighting %
	<b>First-Hand Investigation</b> Practical Report Depth Study	<b>First-Hand Investigation</b> Depth Study Portfolio and Presentation	<b>End of Course Examination</b>	
	Term 2 Week 4	Term 3 Week 7	Term 3 Weeks 9/10	
	<b>Outcomes Assessed</b> 11.1, 11.2, 11.3, 11.5, 11.8, 11.9	<b>Outcomes Assessed</b> 11.1, 11.4, 11.6, 11.7, 11.8, 11.9, 11.10	<b>Outcomes Assessed</b> 11.1, 11.2, 11.3, 11.4, 11.5, 11.6, 11.7, 11.8, 11.9, 11.10, 11.11	
Knowledge and understanding	5	15	20	<b>40</b>
Working Scientifically	25	15	20	<b>60</b>
<b>Totals</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100</b>

Table of Preliminary Outcomes: Investigating Science

Course	A student:-
<b>INS11 – 1</b>	Develops and evaluates questions and hypotheses for scientific investigation
<b>INS11 – 2</b>	Designs and evaluates investigations in order to obtain primary and secondary data and information
<b>INS11 – 3</b>	Conducts investigations to collect valid and reliable primary and secondary data and information
<b>INS11 – 4</b>	Selects and processes appropriate qualitative and quantitative data and information using a range of appropriate media
<b>INS11 – 5</b>	Analyses and evaluates primary and secondary data and information
<b>INS11 – 6</b>	Solves scientific problems using primary and secondary data, critical thinking skills and scientific processes
<b>INS11 – 7</b>	Communicates scientific understanding using suitable language and terminology for a specific audience or purpose
<b>INS11 – 8</b>	Identifies that the collection of primary and secondary data initiates scientific investigations
<b>INS11 – 9</b>	Examines the use of inferences and generalisations in scientific investigations
<b>INS11 – 10</b>	Develops, and engages with, modelling as an aid in predicting and simplifying scientific objects and processes
<b>INS11 – 11</b>	Describes and assesses how scientific explanations, laws and theories have developed

## Japanese Beginners

Component	Task 1	Task 2	Task 3	Weighting %
	<b>Oral presentation/Q&amp;A with teacher</b> Responses to spoken text	<b>Response to written text</b> Composition of a text	<b>End of Course Examination</b>	
	Term1 Week 9	Term 2 Week 10	Term 3 Weeks 9/10	
	<b>Outcomes Assessed</b> 1.1, 1.2, 1.3, 1.4, 2.1, 2.2, 2.3, 3.1, 3.2, 3.3	<b>Outcomes assessed</b> 1.1, 1.2, 2.1, 2.2, 2.6	<b>Outcomes assessed</b> 2.1, 2.2, 2.3, 2.4, 3.1, 3.2, 3.3, 3.4	
Listening	20		10	<b>30</b>
Reading		20	10	<b>30</b>
Speaking	10		10	<b>20</b>
Writing		10	10	<b>20</b>
<b>Marks</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100</b>

Table of Preliminary Outcomes: - Japanese for beginners

Objectives	Outcomes
	A student:
Interacting	1.1 establishes and maintains communication in Japanese
	1.2 manipulates linguistic structures to express ideas effectively in Japanese
	1.3 sequences ideas and information
	1.4 applies knowledge of the culture of Japanese-speaking communities to interact appropriately
Understanding Texts	2.1 understands and interprets information in texts using a range of strategies
	2.2 conveys the gist of and identifies specific information in texts
	2.3 summarises the main points of a text
	2.4 draws conclusions from or justifies an opinion about a text
	2.5 identifies the purpose, context and audience of a text
	2.6 identifies and explains aspects of the culture of Japanese-speaking communities in texts
Producing Texts	3.1 produces texts appropriate to audience, purpose and context
	3.2 structures and sequences ideas and information
	3.3 applies knowledge of diverse linguistic structures to convey information and express original ideas in Japanese
	3.4 applies knowledge of the culture of Japanese-speaking communities to the production of texts.

## Legal Studies

Component	Task 1	Task 2	Task 3	Weighting %
	Research Assignment	Research based in-class essay	End of Course Examination	
	Term 1 Week 9	Term 3 Week 5	Term 3 Week 9/10	
	P1, P6, P8, P10	P1, P5, P6, P7, P9, P10	P1, P2, P3, P4, P5, P6	
Analysis and Evaluation		10	10	<b>20</b>
Knowledge and understanding of course content	10	10	20	<b>40</b>
Inquiry and research	10	10		<b>20</b>
Communication	10	10		<b>20</b>
<b>Marks</b>	<b>30</b>	<b>40</b>	<b>30</b>	<b>100</b>

**Table of Preliminary Outcomes: - Legal Studies**

Preliminary Course	A student:-
P1	Identifies and applies legal concepts and terminology
P2	Describes the key features of Australian and international law
P3	Describes the operation of domestic and international legal systems
P4	Discusses the effectiveness of the legal system in addressing issues
P5	Describes the role of law in encouraging cooperation and resolving conflict, as well as initiating and responding to change
P6	Explains the nature of the interrelationship between the legal system and society
P7	Evaluates the effectiveness of the law in achieving justice
P8	Locates, selects and organises legal information from a variety of sources including legislation, cases, media, international instruments and documents
P9	Communicates legal information using well-structured responses
P10	Accounts for differing perspectives and interpretations of legal information and issues

**Mathematics Advanced**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>In class test with notes</b>	<b>Assignment</b>	<b>End of Course Examination</b>	
	Term 1 Week 7	Term 2 Week 9	Term 3 Week 9/10	
	<b>Outcomes Assessed</b> MA11-8, MA11-9, MA11-1	<b>Outcomes Assessed</b> MA11-1, MA11-2, MA11-3, MA11-8, MA11-9	<b>Outcomes Assessed</b> All outcomes	
Understanding, Fluency and Communicating	15	15	20	<b>50</b>
Problem Solving, Reasoning and Justification	15	15	20	<b>50</b>
<b>Totals</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes – Mathematics Advanced**

<b>Preliminary Course</b>	<b>A student:-</b>
<b>MA11-1</b>	Uses algebraic and graphical techniques to solve, and where appropriate, compare alternative solutions to problems
<b>MA11-2</b>	Uses the concepts of functions and relations to model, analyse and solve practical problems
<b>MA11-3</b>	Uses the concepts and techniques of trigonometry in the solution of equations and problems involving geometric shapes
<b>MA11-4</b>	Uses the concepts and techniques of periodic functions in the solutions of trigonometric equations or proof of trigonometric identities
<b>MA11-5</b>	Interprets the meaning of the derivative, determines the derivative of functions and applies these to solve simple practical problems
<b>MA11-6</b>	Manipulates and solves expressions using the logarithmic and index laws, and used logarithms and exponential functions to solve practical problems
<b>MA11-7</b>	Uses concepts and techniques from probability to present and interpret data and solve problems in a variety of contexts, including the use of probability distributions
<b>MA11-8</b>	Uses appropriate technology to investigate, organize, model and interpret information in a range of contexts
<b>MA11-9</b>	Provides reasoning to support conclusions which are appropriate to the context



**Mathematics Extension 1**

Component	Task 1	Task 2	Task 3	Weighting %
	In class test with notes	Assignment	End of Course Examination	
	Term 1 Week 9	Term 2 Week 9	Term 3 Week 9/10	
	Outcomes Assessed ME11-1, ME11-2, ME11-6, ME11-7	Outcomes Assessed ME11-1, ME11-2, ME11-4, ME11-5, ME11-6, ME11-7	Outcomes Assessed All outcomes	
Understanding, Fluency and Communicating	15	15	20	<b>50</b>
Problem Solving, Reasoning and Justification	15	15	20	<b>50</b>
<b>Totals</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100 *</b>
* This will be reported as a total mark out of 50				

**Table of Preliminary Outcomes: - Mathematics Extension 1**

Preliminary Course	A student:-
ME11-1	Uses algebraic and graphical concepts in the modelling and solving of problems involving functions and their inverses
ME11-2	Manipulates algebraic expressions and graphical functions to solve problems
ME11-3	Applies concepts and techniques of inverse trigonometric functions and simplifying expressions involving compound angles in the solution of problems
ME11-4	Applies understanding of the concept of a derivative in the solution of problems, including rates of change, exponential growth and decay and related rates of change
ME11-5	Uses concepts of permutations and combinations to solve problems involving counting or ordering
ME11-6	Uses appropriate technology to investigate, organize and interpret information to solve problems in a range of contexts
ME11-7	Communicates making comprehensive use of mathematical language, notation, diagrams and graphs

Please also refer to Table of Preliminary Outcome for Advanced Mathematics as they are the prerequisites for the Extension 1 course.

**Mathematics Standard**

Component	Task 1	Task 2	Task 3	Weighting %
	In class test with notes	Assignment	End of Course Examination	
	Term 1 Week 7	Term 2 Week 9	Term 3 Week 9/10	
	Outcomes Assessed MS11-1, MS11-2, MS11-6, MS11-7, MS11-9, MS11-10	Outcomes Assessed MS11-3, MS11-4, MS11-9, MS11-10	Outcomes Assessed All outcomes	
Understanding, Fluency and Communicating	15	15	20	50
Problem Solving, Reasoning and Justification	15	15	20	50
<b>Totals</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: - Mathematics Standard**

Preliminary Course	A student:-
<b>MS11-1</b>	uses algebraic and graphical techniques to compare alternative solutions to contextual problems
<b>MS11-2</b>	represents information in symbolic, graphical and tabular form
<b>MS11-3</b>	solves problems involving quantity measurement, including accuracy and the choice of relevant units
<b>MS11-4</b>	performs calculations in relation to two-dimensional and three-dimensional figures
<b>MS11-5</b>	models relevant financial situations using appropriate tools
<b>MS11-6</b>	makes predictions about everyday situations based on simple mathematical models
<b>MS11-7</b>	develops and carries out simple statistical processes to answer questions posed
<b>MS11-8</b>	solves probability problems involving multistage events
<b>MS11-9</b>	uses appropriate technology to investigate, organise and interpret information in a range of contexts
<b>MS11-10</b>	justifies a response to a given problem using appropriate mathematical terminology and/or calculations

**Modern History**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>Source based assessment task</b>	<b>Presentation Research Task</b>	<b>End of Course Examination</b>	
	Term 1 Week 8	Term 2 Week 6	Term 3 Week 9/10	
	MH11-6 MH11-10	MH11-3, MH11-4 MH11-7, MH11-9	MH11-1 MH11-3 MH11-5	
Knowledge and understanding of course content	10	10	20	<b>40</b>
Historical skills in the analysis and evaluation of sources and interpretations	20			<b>20</b>
Historical inquiry and research		20		<b>20</b>
Communication of historical understanding in appropriate forms		10	10	<b>20</b>
<b>Marks</b>	<b>30</b>	<b>40</b>	<b>30</b>	<b>100</b>

**Table of Preliminary Outcomes: - Modern History**

<b>Preliminary Course</b>	<b>A student:-</b>
MH11-1	Describes the nature of continuity and change in the modern world
MH11-2	Proposes ideas about the varying causes and effects of events and developments
MH11-3	Analyses the role of historical features, individuals, groups and ideas in shaping the past
MH11-4	Accounts for the different perspectives of individuals and groups
MH11-5	Examines the significance of historical features, people, ideas, movements, events and developments of the modern world
MH11-6	Analyses and interprets different types of sources for evidence to support an historical account or argument
MH11-7	Discusses and evaluates differing interpretations and representations of the past
MH11-8	Plans and conducts historical investigations and presents reasoned conclusions, using relevant evidence from a range of sources
MH11-9	Communicates historical understanding, using historical knowledge, concepts and terms, in appropriate and well-structured forms
MH11-10	Discusses contemporary methods and issues involved in the investigation of modern history

**Music 1**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>Aural Skills</b> Responses to four aural excerpts using a range of concepts.	<b>Performance and Viva Voce</b> Topics 1 and 2 Solo or ensemble performances and viva voce with reference to the use of the concepts within each of the two performances.	<b>Composition Portfolio and Musicological Research</b> Topic 3 Composition portfolio and musicological research of stylistic features with detailed analysis of one aural excerpt within the focus area of the chosen topic.	
	Term 1, Week 9	Term 2, Week 9	Term 3, Week 8	
	<b>Outcomes assessed</b> P4, P5, P7, P8	Outcomes assessed P1, P4, P5, P6	Outcomes assessed P2, P3, P6, P7, P8	
<b>Performance</b>		25		<b>25</b>
<b>Composition</b>			25	<b>25</b>
<b>Musicology</b>		15	10	<b>25</b>
<b>Aural</b>	20		5	<b>25</b>
<b>Marks</b>	<b>20</b>	<b>40</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: - Music 1**

<b>Preliminary Course</b>	A student:-
<b>P1</b>	performs music that is characteristic of the topics studied
<b>P2</b>	observes, reads, interprets and discusses simple musical scores characteristic of topics studied
<b>P3</b>	improvises and creates melodies, harmonies and rhythmic accompaniments for familiar sound sources reflecting the cultural and historical contexts studied
<b>P4</b>	recognises and identifies the concepts of music and discusses their use in a variety of musical styles
<b>P5</b>	comments on and constructively discusses performances and compositions
<b>P6</b>	observes and discusses concepts of music in works representative of the topics studied
<b>P7</b>	understands the capabilities of performing media, explores and uses current technologies as appropriate to the topics studied
<b>P8</b>	identifies recognises, experiments with and discusses the use of technology in music
<b>P9</b>	performs as a means of self-expression and communication
<b>P10</b>	demonstrates a willingness to participate in performance, composition, musicology and aural activities

**Music 2**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>Musicology and Aural Skills Task</b> Mandatory topic Music 1600–1900 Two short rhythmic and melodic notation exercises and short responses to one aural excerpt and one unseen score.	<b>Presentation of Performance with Background Research</b> Mandatory topic Music 1600–1900 and Additional Topic  Solo and/or ensemble performance of two pieces, one from the mandatory topic and one from the additional topic, with background research of performance repertoire with reference to musicological focus within the topics.	<b>Submission of Composition Portfolio and Aural Analysis</b> Mandatory topic Music 1600–1900 and Additional Topic  Composition portfolio with aural analysis of two contrasting works with reference to the concepts of music and compositional techniques.	
	Term 1, Week 8	Term 2, Week 7	Term 3, Week 8	
	<b>Outcomes assessed</b> P2, P5, P6, P7	<b>Outcomes assessed</b> P3, P4, P5, P6, P7, P8, P9	<b>Outcomes assessed</b> P2, P3, P4, P5, P7	
<b>Performance</b>		25		<b>25</b>
<b>Composition</b>			25	<b>25</b>
<b>Musicology</b>	15	10		<b>25</b>
<b>Aural</b>	10		15	<b>25</b>
<b>Marks</b>	<b>25</b>	<b>35</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: - Music 2**

<b>Preliminary Course</b>	<b>A student:-</b>
<b>P1</b>	confidently performs repertoire, that reflects the mandatory and additional topics, both as a soloist and as a member of an ensemble
<b>P2</b>	demonstrates an understanding of the concepts of music, by interpreting, analysing, discussing, creating and notating a variety of musical symbols characteristically used in the mandatory and additional topics
<b>P3</b>	composes, improvises and analyses melodies and accompaniments for familiar sound sources in solo and/or small ensembles
<b>P4</b>	creates, improvises and notates music which is representative of the mandatory and additional topics and demonstrates different social, cultural and historical contexts
<b>P5</b>	analyses and discusses compositional processes with stylistic, historical, cultural and musical considerations
<b>P6</b>	discusses and evaluates music making constructive suggestions about performances and compositions
<b>P7</b>	observes and discusses in detail the concepts of music in works representative of the mandatory and additional topics
<b>P8</b>	understands the capabilities of performing media, explores and uses current technologies as uses current technologies as studied
<b>P9</b>	identifies, recognises, experiments with, and discusses the use of technology in music
<b>P10</b>	performs as a means of self-expression and communication
<b>P11</b>	demonstrates a willingness to participate in performance, composition, musicology and aural activities
<b>P12</b>	demonstrates a willingness to accept and use constructive criticism

**PDHPE**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>Presentation</b> Influences on the health of individuals	<b>Practical Workshop</b> Physical fitness, training and movement efficiency	<b>Yearly Examination</b>	
	Term 1, Week 8	Term 2, Week 6	Term 3, Weeks 9/10	
	<b>Outcomes assessed</b> P1, P2, P3, P4, P15, P16	<b>Outcomes assessed</b> P7, P8, P9, P10, P11, P16, P17	<b>Outcomes assessed</b> P1 – P12	
Knowledge and understanding of course content	15	15	10	<b>40</b>
Skills in critical thinking, research, analysing and communicating	20	20	20	<b>60</b>
<b>Total %</b>	<b>35</b>	<b>35</b>	<b>30</b>	<b>100</b>

<b>Component</b>	<b>Weighting %</b>
Core Module One	30
Core Module Two	30
Option Module One	20
Option Module Two	20
Marks	100%

**Table of Preliminary Outcomes: PDHPE**

<b>Preliminary Course</b>	<b>A student:-</b>
<b>P1</b>	identifies and examines why individuals give different meanings to health and to physical activity
<b>P2</b>	explain how a range of health behaviours affect an individual's health
<b>P3</b>	describes how an individual's health is determined by a range of factors
<b>P4</b>	evaluates aspects of health over which individuals have some control
<b>P5</b>	describes factors that contribute to effective health promotion
<b>P6</b>	proposes actions that can improve and maintain an individual's health
<b>P7</b>	explains how body systems influence the way the body moves
<b>P8</b>	describes the components of physical fitness and explains how they are monitored
<b>P9</b>	describes biomechanical factors that influence the efficiency of the body in motion
<b>P10</b>	plans for participation in physical activity to satisfy a range of individual needs
<b>P11</b>	assesses and monitors physical fitness levels and physical activity patterns
<b>P12</b>	demonstrates strategies for the assessment, management and prevention of injuries in first aid settings
<b>P15</b>	forms opinions about health – promoting actions based on a critical examination of relevant information
<b>P16</b>	uses a range of sources to draw conclusions about health and physical activity concepts
<b>P17</b>	analyses factors influencing movement and patterns of participation

**Photography, Video and Digital Imaging**

Component	Task 1	Task 2	Task 3	Weighting %
	<b>Body of Digital Works and Multi Media presentation</b> Introduction to Digital Imaging Practices.	<b>Body of Digital Works and Journal submission</b> Developing a Point of View.	<b>Scaffolded Artist Study</b> Manipulated Forms	
	Term 1, Week 9	Term 2, Week 9	Term 3, Week 8	
	<b>Outcomes assessed</b> M1, M2, M3, M4, M5, M6	<b>Outcomes assessed</b> M1, M2, M3, M4, M5, M6	<b>Outcomes assessed</b> CH1, CH2, CH3, CH4, CH5	
Making	35	35		<b>70</b>
Critical and Historical Study			30	<b>30</b>
<b>Total</b>	<b>35</b>	<b>35</b>	<b>30</b>	<b>100</b>

**Table of Preliminary Outcomes: - Photography, Video and Digital Imaging**

Preliminary Course	A student:-
<i>Students will develop knowledge, skills and understanding, through the making of photographs, and/or videos and/or digital images, that lead to and demonstrate conceptual and technical accomplishment</i>	
<b>M1</b>	generates a characteristic style that is increasingly self-reflective in their photographic and/or video and/or digital practice
<b>M2</b>	explores concepts of artist/photographer, still and moving works, interpretations of the world and audience response, in their making of still and/or moving works
<b>M3</b>	investigates different points of view in the making of photographs and/or videos and/or digital images
<b>M4</b>	generates images and ideas as representations/simulations in the making of photographs and/or videos and/or digital images
<b>M5</b>	develops different techniques suited to artistic intentions in the making of photographs and/or videos and/or digital images
<b>M6</b>	takes into account issues of Work Health and Safety in the making of photographs and/or videos and/or digital works
<i>Students will develop knowledge, skills and understanding that lead to increasingly accomplished critical and historical investigations of photography and/or video and/or digital imaging</i>	
<b>CH1</b>	generates in their critical and historical practice ways to interpret and explain photography and/or video and/or digital imaging
<b>CH2</b>	investigates the roles and relationships among the concepts of artist, work, world and audience in critical and historical investigations
<b>CH3</b>	distinguishes between different points of view and offers interpretive accounts in critical and historical studies
<b>CH4</b>	explores ways in which histories, narratives and other accounts can be built to explain practices and interests in the fields of photography and/or video and/or digital imaging
<b>CH5</b>	recognises how photography and/or video and/or digital imaging are used in various fields of cultural production

**Physics**

<b>Component</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Weighting %</b>
	<b>First-Hand Investigation</b> Practical Report	<b>First-Hand Investigation</b> Practical Report	<b>End of Course Examination</b>	
	Term 1 Week 6	Term 3 Week 2	Term 3 Weeks 9/10	
	<b>Outcomes Assessed</b> PH11-1, PH11-2, PH11-3, PH11-4, PH11-5, PH11-8, PH11-7	<b>Outcomes Assessed</b> PH11-1, PH11-2, PH11-3, PH11-4, PH11-5, PH11-6, PH11-7	<b>Outcomes Assessed</b> PH11-1, PH11-2, PH11-3, PH11-4, PH11-5, PH11-6, PH11-7, PH11-8, PH11-9, PH11-10, PH11-11	
Knowledge and understanding	5	15	20	<b>40</b>
Working Scientifically	25	15	20	<b>60</b>
<b>Totals</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: Physics**

<b>Course</b>	<b>A student:-</b>
<b>PH11 – 1</b>	Develops and evaluates questions and hypotheses for scientific investigation
<b>PH11 – 2</b>	Designs and evaluates investigations in order to obtain primary and secondary data and information
<b>PH11 – 3</b>	Conducts investigations to collect valid and reliable primary and secondary data and information
<b>PH11 – 4</b>	Selects and processes appropriate qualitative and quantitative data and information using a range of appropriate media
<b>PH11 – 5</b>	Analyses and evaluates primary and secondary data and information
<b>PH11 – 6</b>	Solves scientific problems using primary and secondary data, critical thinking skills and scientific processes
<b>PH11 – 7</b>	Communicates scientific understanding using suitable language and terminology for a specific audience or purpose
<b>PH11 – 8</b>	describes and analyses motion in terms of scalar and vector quantities in two dimensions and makes quantitative measurements and calculations for distance, displacement, speed velocity and acceleration
<b>PH11 – 9</b>	describes and explains events in terms of Newton's Laws of Motion, the law of conservation of momentum and the law of conservation of energy
<b>PH11 – 10</b>	explains and analyses waves and the transfer of energy by sound, light and thermodynamic principles
<b>PH11 – 11</b>	explains and quantitatively analyses electric fields, circuitry and magnetism



## Primary Industries – Certificate II VET

### Assessment Advice for HSC VET Courses

Assessment in VET courses is competency based. This means that you need to demonstrate that you have gained, and can apply the specific knowledge and skills for the unit of competency to be deemed competent in that unit. Evidence of competence will be collected in a variety of ways including written tasks, practical demonstration, portfolio or assignments.

You may be deemed ‘Competent’ if performance in all required assessment activities is satisfactory or Not Yet Competent if you are still developing skills and/or your performance is at an unsatisfactory level. There is no pass or fail. This means that a course mark is not allocated. For this reason, the assessment schedule for HSC VET courses is in a different format to other Board Developed Courses. Formal assessment will be scheduled only when you have developed the necessary skills, and underpinning knowledge to demonstrate competency. Your trainer will keep a record of units of competency achieved. You may request to see this record at any time to determine your progress. Alternatively you will be supplied with a competency log for maintaining a record of units achieved. You are entitled to seek advice about options for further training and assessment for competencies ‘not yet achieved’. You will also receive a report from the school each semester indicating competencies achieved to date.

**The achievement of units of competency**, will lead to a Certificate at AQF level I, II or III or a Statement of Attainment (SOA) towards the AQF qualification. A transcript will be issued by the NSW Education Standards Authority (NESA) on behalf of Public Schools NSW Wagga Wagga, Registered Training Organisation (RTO) 90333 for successful completion.

**Recognition of Prior Learning (RPL)** is available by submitting evidence of skills and knowledge relevant to the unit/s of competency for assessment by your trainer.

**Credit Transfer** will be given for units of competency previously achieved with another RTO.

**Work placement is a mandatory HSC component in some courses** and must be completed during the course. (Refer to the specific course assessment summary for more detailed information).

Note

- you will not be permitted to participate in a work placement if you are not deemed ‘work ready’ by your trainer.
- an ‘N’ determination will be issued if work placement is not satisfactorily completed. This means that the course will not count towards your HSC pattern of study. However, you will still receive a Statement of Attainment which indicates the units of competency achieved towards the qualification.
- the scheduled date for work placement is shown in the course assessment summary.

**HSC Examination is only available in some VET courses. (Refer to the specific course assessment summary for more detailed information).**

- Optional for students completing the 240 hour course and is intended for Australian Tertiary Admissions Rank (ATAR) purposes only. (Refer to the specific course assessment summary for more detailed information).
- Independent of the competency based assessment requirements for the Australian Qualifications Framework (AQF) VET qualification. The satisfactory completion of the course will still appear on your HSC if the optional exam is not undertaken.

If you intend to use your VET course towards the calculation of the ATAR, the school must submit an estimated mark of your likely performance in the HSC. This will only be used in the case of an illness/misadventure appeal. Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial exam.

**Assessment Summary for AHC21216 Certificate II in Rural Operations**

Requirements for HSC purposes	Dates
Work Placement (compulsory for the HSC) 70 hours in total	Block 1 – Term 3 Preliminary Year and, Term 1 HSC Year
Trial HSC exam - Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial HSC exam.	Term 3 Week 5 in HSC Year 2020

Cluster name and unit of competency code and title.	Observation of practical work	Product assessment	Oral questioning	Written assignment, Test, Role play, Oral Presentation	Third Party Report	Self-assessment	HSC examinable
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Trainers must deliver & assess Cluster 1, 2, 3, 4, at least one of Cluster 5 **or** 6 and then select optional clusters to **total 15 units**. Delete the units you do not deliver. Total hours of study =240.

**Qualification Packaging Rules:** <https://training.gov.au/Training/Details/AHC21216>

**Cluster 1 Participate in WHS Processes**

AHCWHS201 Participate in WHS Processes	Y		Y	Y		Y		Y
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**Cluster 2 Working in the Industry**

AHCWRK209 Participate in environmentally sustainable work practices	Y		Y	Y	Y	Y		Y
AHCWRK204 Work effectively in the industry	Y		Y	Y	Y	Y		Y

**Cluster 3 Weather**

AHCWRK201 Observe and report on weather	Y			Y		Y		Y
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**Cluster 4 Chemicals**

AHCCHM201 Apply chemicals under supervision	Y			Y	Y			Y
AHCCPM201 Treat Weeds	Y			Y	Y			Y

**Cluster 5 Healthy Animals**

AHCLSK202 Care for health and welfare of livestock	Y			Y		Y		Y
AHCLSK205 Handle livestock using basic techniques	Y			Y		Y		Y
AHCLSK206 Identify and mark livestock	Y			Y		Y		Y

**Cluster 7 Tractors**

AHCMOM202 Operate tractors	Y		Y	Y				
AHCMOM304 Operate machinery and equipment	Y		Y	Y				

**Cluster 8 Feed and Water livestock**

AHCLSK211 Provide feed for livestock	Y		Y	Y				
AHCLSK209 Monitor water supplies	Y		Y	Y				

**Cluster 9 Fencing**

AHCINF202 Install, maintain and repair farm fencing	Y	Y		Y				
AHCINF201 Carry out basic electric fencing operations	Y	Y		Y				

**Cluster 12 Clean Machinery**

AHCBIO201 Inspect and clean machinery for plant, animal and soil	Y		Y	Y				
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Depending on the achievement of units of competency; the possible AQF qualification outcome is AHC21216 Certificate II in Rural Operations or a Statement of Attainment towards AHC21216 Certificate II in Rural Operations

## Society and Culture

Component	Task 1	Task 2	Task 3	Weighting %
	Cross Cultural Case Study - Essay	Oral Research Report	End of Course Examination	
	Term 1 Week 8	Term 2 Week 4	Term 3 Weeks 9-10	
	P1, P3, P5, P7	P6, P8, P9, P10, P11	All outcomes	
Knowledge	10	10	30	<b>50</b>
Communication	10	10	0	<b>20</b>
Application	10	10	10	<b>30</b>
<b>Marks</b>	<b>30</b>	<b>30</b>	<b>40</b>	<b>100</b>

**Table of Preliminary Outcomes: - Society and Culture**

Preliminary Course	A student:-
<b>P1</b>	identifies and applies social and cultural concepts
<b>P2</b>	describes personal, social and cultural identity
<b>P3</b>	identifies and describes relationships and interactions within and between social and cultural groups
<b>P4</b>	identifies the features of social and cultural literacy and how it develops
<b>P5</b>	explains continuity and change and their implications for societies and cultures
<b>P6</b>	differentiates between social and cultural research methods
<b>P7</b>	selects, organises and considers information from a variety of sources for usefulness, validity and bias
<b>P8</b>	plans and conducts ethical social and cultural research
<b>P9</b>	uses appropriate course language and concepts suitable for different audiences and contexts
<b>P10</b>	communicates information, ideas and issues using appropriate written, oral and graphic forms

## Sport Lifestyle and Recreation

Component	Task 1	Task 2	Task 3	Weighting %
	Skills Assessment	Fitness Practical Demonstration	Practical Task	
	Term 1 - Week 11	Term 2 – Week 7	Term 3 – Week 4	
	Outcomes Assessed P1.1,P1.3, P1.6, P2.1, P2.2, P2.3,P3.1, P3.2, P3.3,P4.4	Outcomes Assessed P1.2, P1.3 P2.1,P2.2, P2.3, P2.5, P3.2,P3.3, P4.4	Outcomes Assessed P1.1, P1.3, P2.1, P3.1, P3.2, P4.1, P4.4	
Athletics	30			30
Fitness		40		40
Games and Sports Applications 1			30	30
	30	40	30	100

**Table of Preliminary Outcomes: - Sport, Lifestyle and Recreation**

Preliminary Course	A student:-
P1.1	applies the rules and conventions that relate to participation in a range of physical activities
P1.2	explains the relationship between physical activity, fitness and healthy lifestyle
P1.3	demonstrates ways to enhance safety in physical activity
P1.4	investigates and interprets the patterns of participation in sport and physical activity in Australia
P1.5	critically analyses the factors affecting lifestyle balance and their impact on health status
P1.6	describes administrative procedures that support successful performance outcomes
P2.1	explains the principles of skill development and training
P2.2	analyses the fitness requirements of specific activities
P2.3	selects and participates in physical activities that meet individual needs, interests and abilities
P2.4	describes how societal influences impact on the nature of sport in Australia
P2.5	describes the relationship between anatomy, physiology and performance
P3.1	selects appropriate strategies and tactics for success in a range of movement contexts
P3.2	designs programs that respond to performance needs
P3.3	measures and evaluates physical performance capacity
P3.4	composes, performs and appraises movement
P3.5	analyses personal health practices
P3.6	assesses and responds appropriately to emergency care situations
P3.7	analyses the impact of professionalism in sport
P4.1	plans strategies to achieve performance goal
P4.2	demonstrates leadership skills and a capacity to work cooperatively in movement context
P4.3	makes strategic plans to overcome the barriers to personal and community health
P4.4	demonstrates competence and confidence in movement contexts
P4.5	recognises the skills and abilities required to adopt roles that support health, safety and physical activity

## Visual Arts

Component	Task 1	Task 2	Task 3	Weighting %
	Body of Work submission and multi-media presentation	Body of Work submission and Visual Arts Process Diary submission.	End of Course Exam	
	Term 1 - Week 9	Term 2 – Week 9	Term 3 – Weeks 9/10	
	Outcomes Assessed P1, P2, P3, P4, P5, P6	Outcomes Assessed P1, P2, P3, P4, P5, P6	Outcomes Assessed P7, P8, P9, P10	
Artmaking	30	30		60
Art criticism and art history			40	40
Total	30	30	40	100

### Table of Preliminary Outcomes: - Visual Arts

Preliminary Course	A student:-
P1	explores the conventions of practice in art making
P2	explores the roles and relationships between the concepts of artist, artwork, world and audience
P3	identifies the frames as the basis of understanding expressive representation through the making of art
P4	investigates subject matter and forms as representations in art making
P5	investigates ways of developing coherence and layers of meaning in the making of art
P6	explores a range of material techniques in ways that support artistic intentions
P7	explores the conventions of practice in art criticism and art history
P8	explores the roles and relationships between concepts of artist, artwork, world and audience through critical and historical investigations of art
P9	identifies the frames as the basis of exploring different orientations to critical and historical investigations of art
P10	explores ways in which significant art histories, critical narratives and other documentary accounts of the visual arts can be constructed