

Vincentia High School



PRELIMINARY COURSES Assessment Booklet 2019

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<p style="text-align: center;">ASSESSMENT POLICIES AND PROCEDURES Preliminary Courses Student and Parent Information</p>

*Regarding the Policy booklet, make sure you understand how the system works. Read this booklet carefully, and if you are confused about any aspect, make sure you speak to your class teacher, the appropriate Head Teacher, Year Adviser or the Head of Secondary Studies.
Make sure you are aware of your rights and responsibilities.*

GENERAL INFORMATION

A What is a Preliminary Course?

Preliminary courses are studied before Higher School Certificate courses in a subject. Preliminary course work is regarded as assumed knowledge for the award of the Higher School Certificate and **must have been satisfactorily completed** before a student is considered eligible for entry into a HSC course.

B What Does “Satisfactorily Completed” Mean?

Satisfactory study of a course involves not only the completion of assessment tasks but satisfactory participation and progress in ALL aspects of that course.

To satisfactorily complete a Preliminary course you must:

- a) have a satisfactory record of attendance.
- b) complete the requirements of the course as specified by the syllabus. This includes mandatory oral, practical and project work.
- c) make a serious attempt at assessment tasks which contribute to more than 50% of available school assessment marks.
- d) make a serious attempt at all examinations set as part of the assessment program.
- e) apply yourself with diligence and sustained effort to the set tasks and experiences provided in the course by the school.

If the Principal considers that you have not satisfactorily completed a Preliminary course, you may not be considered for entry into the HSC course for that subject.

C What is a “Satisfactory Record of Attendance”?

You must:

- a) Have a pattern of attendance which shows that you are making a genuine effort. You cannot regularly take time off and seriously expect to satisfactorily complete a Preliminary course.
- b) As a general rule a student who has missed in excess of 20% of the available school days is not likely to have achieved the course outcomes and therefore would not be deemed to have satisfactorily completed Preliminary course requirements.

N.B. At Vincentia High School this could occur if 3 lessons per month, in any one subject were consistently missed.

D Where To Get Advice:

- Stage 6 Team
- Careers Adviser
- Head Teacher Wellbeing/LASP
- Year Adviser
- Head Teacher or Course Co-ordinator
- Subject Teacher of the course concerned

E Appeals - Reviews

- a) Students can only question the mark or rank for an individual assessment task immediately after the return of that task. This concern must be discussed first with the class teacher and, if still dissatisfied, the student may then approach the Head Teacher for a final decision. Where students can demonstrate that there is a clerical error in allocation of marks they have the right to have their marks and rank amended at any time.
- b) Students who want to make an appeal against their final Preliminary course determination should seek advice from the Head Teacher Secondary Studies who will organise support for the students to present a written appeal application.
An appeal can only be about procedure (eg. notice not given in writing) or computation or clerical error, not regarding the teacher’s professional judgement of the work of the individual performance in the Assessment Task (i.e. allocation of marks).

Appeals must be made on the official Vincentia High School application form available from the Head Teacher Secondary Studies.
- c) The Vincentia High School Senior Board of Review will consist of the Principal (or nominated representative), Deputy Principal, Head Teacher Secondary Studies and a neutral member of staff acceptable to both parties (student and KLA). The Senior Board of Review must be convened within five (5) school days of the receipt of the written appeal application.
- d) In all matters relating to the satisfactory completion of assessed and non-assessed tasks, the decision of the Principal is final.

ASSESSMENT

- a) Assessment in Preliminary courses begins Term 1 of Year 11 and for most subjects, continues until the end of Term 3. Specific details for individual subjects follow the general notes.
- b) Assessments are scheduled by the subject coordinator. During this time research tasks will be handed in, in-class tasks will occur or assessment exams will be scheduled. These scheduled times will be free of planned excursions. Where an unforeseen event (such as a regional sporting event) cuts across a set task date, changes will be negotiated with you.
- c) The times specified in this handbook are a **guide only**. Vincentia High School reserves the right to make changes as are deemed necessary. You will be notified of any changes. Planning and adjustment of dates are done to ensure that no advantage or disadvantage to a student takes place.
- d) You should know the exact date and nature of an assessment task early in the term of that task. You will be provided with as much information as necessary for you to approach the task with reasonable confidence.
- e) If you have been absent from school, on your return always check with your teacher to find out if details of a task have been handed out. You have a responsibility to ensure you are always up to date in a subject. It is no excuse to plead ignorance of assessment responsibility because of class absence.
- f) Teachers of each course will inform you of the nature and any applicable dates for each task. Use the personal planner (in this booklet) to enter YOUR assessment tasks, or use your diary.

A Take Home Assessment Tasks

- a) These may form part of an assignment, project, research essay, and so on.
- b) All tasks are to be submitted on the due date of the Assessment Task at a time specified by the teacher. This is **YOUR** responsibility. If for some reason you are unable to attend school on the day a task is due, you must make arrangements to have the task arrive at school on the due date.
- c) An extension of time will not automatically be granted to a student. Extensions will only be granted if written application is made to the Head Teacher Secondary Studies **prior to the due date**, giving a valid reason for the request which can be substantiated and verified. Use the appropriate form available from the Head of Secondary Studies, a copy of which is in this book. In the case of exceptional circumstances or unexpected illness, application for misadventure may be made after the due date, but must include evidence such as a medical certificate. If you are ill on the day, a parent or carer must notify the school on that day.

- d) Where a task is not presented on the due date and no extension has been granted, the task will be awarded a zero (0) mark. However, to meet the “satisfactorily completed” requirement you must still hand the task in to your teacher.
- e) The work submitted must be YOUR OWN! For this reason you may be asked to discuss the task on a regular basis with your teacher, submit stages or drafts, before handing in the final copy. Plagiarism will result in a zero (0) mark and the issue of an N warning.
- f) If you submit a task on time but still score zero (0), your attempt may be deemed by your teacher to be a non-serious attempt. If this happens, it could well affect the “satisfactory completed” requirement.

B In School Assessment Tasks

- a) These may take the form of: a written task, class essay, practical work, field work, oral presentation, skills test, topic test, exam, and so on.
- b) The following rules and procedures adapted from the Board of Studies rules for the HSC examination apply to similar assessment tasks conducted at Vincentia High School:

Students must:

- Follow the supervisor’s instructions at all times.
- Behave in a polite and courteous manner towards supervisors and other candidates.
- Be at the exam room at least 15 minutes before the start of the exam.
- Provide all necessary equipment.
- Leave bags as directed.
- Wear full school uniform.

Students must not:

- Speak to any person other than the supervisor during the exam.
- Behave in any one way likely to disturb the work of candidates or upset the conduct of the exam.
- Cheat, or in any other way behave dishonestly during the exam.
- Leave the exam room during the exam (except in an emergency).
- Bring mobile phones or unauthorised electronic devices into the exam room.

NB. Preliminary students remain in the exam room for the total length of the exam.

C Consequences

If you do not comply with these rules, your paper will be cancelled and your marks lost. In addition, a school punishment could be applied as such behaviour is not acceptable to the Vincentia High School community.

D Appeals

- a) Students wishing to register concern regarding disruptive conduct of other candidates may contact the Head Teacher Secondary Studies as soon as possible after the examination has concluded. Issues of concern will be dealt with by the Senior Board of Review.
- b) Students wishing to appeal decisions concerning cancellation of papers or other consequences are to approach the Head Teacher Secondary Studies for the matter to be dealt with by the senior Board of Review.
- c) If someone else delivers your task, they will be required to sign it in on the due date. The same conditions apply as in non-submission of tasks outlined earlier.

REPORTING

You will receive regular feed-back on your progress through the teacher's evaluation of the assessment task. Advice on ranking will be provided after each task and on the yearly report.

When do Higher School Certificate Courses Commence?

In most subjects, Higher School Certificate courses will commence at the beginning of Term 4, of your Year 11 – Preliminary year.

Progression to HSC Courses

Progression to HSC courses is not automatic. Students who receive an 'N' determination (unsatisfactory) may not progress to the HSC course in that subject. Students can appeal to the Principal who may allow them to progress to the HSC course on the provision that certain negotiated tasks and criteria are met.

ATAR Eligibility Rules

Refer to the following, UAC & NESA websites and check with Head Teacher Secondary Studied for any questions, concerns or for further information.

**THE REQUIREMENTS OF THE EDUCATION ACT 1990
AND AS PRESCRIBED BY THE BOARD OF STUDIES
IN RELATION TO
NEW SOUTH WALES HIGHER SCHOOL CERTIFICATE**

A. The *Education Act 1990* provides for the Higher School Certificate to be awarded by the Board of Studies to students who have:

- gained a ROSA (or other qualifications considered satisfactory by the Board)
- attended a government school (or registered and accredited non-government school)
- participated, to the Board's satisfaction, in courses of study which have been determined to be appropriate
- completed those courses to the Board's satisfaction
- undertaken the requisite examinations or other forms of assessment
- complied with any requirements prescribed by the regulations or any requirements imposed by the Minister or Board.

The Board may refuse to grant a High School Certificate to a student whose attendance or application at school has been of such an unsatisfactory character that the award of the certificate would not, in the opinion of the Board, be justified.

B. The curriculum during Year 11 and Year 12 for students who are candidates for the Higher School Certificate must meet the following requirements:

- (a) Courses of study of a general description determined by the Minister on the recommendation of the Board are to be provided for each student in each Year,
- (b) Those courses of study are to include a course of study in English,
- (c) Those courses of study are to comply with a pattern of study determined by the Minister on the recommendation of the Board,
- (d) Those courses of study are to be taught in accordance with a syllabus developed or endorsed by the Board and approved by the Minister.

These requirements are articulated in *Attachment 2*.

PATTERN OF STUDY REQUIREMENTS CHECKLIST
FOR THE 2019 HIGHER SCHOOL CERTIFICATE

NOTE: All requirements apply to BOTH Preliminary and HSC course patterns.

Do you meet the following **PATTERN OF STUDY** requirements?

	At least 12 Preliminary and 10 HSC units of study
	At least 2 units of a Board Developed Course in English
	At least 4 subjects
	At least 6 units of Board Developed Courses
	At least 3 courses of 2 unit value or greater (may be Board Developed and/or Board Endorsed Courses).
	A student may count a maximum of 6 Preliminary units and 6 HSC units from courses in Science (see Appendix 1 - ACE Manual)
	No other Science course may be combined with Senior Science in the Preliminary pattern of study. Students undertaking Senior Science in the HSC pattern of study must have satisfactorily completed the Preliminary course in at least one Science course (see Appendix 1 - ACE Manual)
	Beginners Language course only if minimal previous study or knowledge of the language (see 2002 ACE Manual 11.12.4 for criteria)
	Board Endorsed Courses have current endorsement
	Students are not enrolled in Board Developed and/or Board Endorsed Course combinations which are the subject of Board exclusions (see October 2002 ACE Manual 11.12 and section 11 Appendices 1, 2, 3 and 8 AND your school BEC decision letters for exclusions)

REMINDER

1. Students seeking a ATAR (Australian Tertiary Admittance Ranking) must have 10 units of Board Developed HSC courses and meet the University course requirements and Category A and B Group patterns (see Official Notice B O S 34/01: Board Bulletin Vol. 10, No. 2) and **current** UAC publications. NB: Board Endorsed Courses and Content Endorsed Courses, including vocational Content Endorsed Courses, do not satisfy requirements for an ATAR.
2. Schools should note that additional Departmental curriculum requirements (eg, sport, religious education, 25 hours of PD/H/PE etc) or conditions of enrolment at school are not requirements for Higher School Certificate credentialing as determined by the Board of Studies as the Statutory Higher School Certificate Credentialing Authority.
3. Schools will need to ensure that Board requirements are met in cases of accumulation, acceleration, repetition, recognition of prior learning and in any cases of unsatisfactory completion of course requirements. Refer to the October 2002 ACE Manual Section 11 for details.
4. It should be recognised that students following a special program of study will be eligible for the award of the Higher School Certificate. The completion of a transition-planning process for each student is a condition of access to a special program of study involving Life Skills courses for Stage 6. Principals will be required to certify on the Preliminary and HSC entry forms that enrolment of the student in Life Skills courses for Stage 6 is the result of an individual transition-planning process (see October 2002 ACE Manual 16).

SPECIAL CIRCUMSTANCES APPEAL

Name: _____ **Year: 11/12** **Date:** _____

Please describe the Assessment Task(s) missed below:

Course	Teacher	Type of Assessment Task	Due Date
1			
2			
3			
4			
5			
6			

Reasons for missing assessment task(s): _____

Reasons for requesting extension: _____

Reason for appeal: _____

I have/have not attached a Medical Certificate from the Doctor: _____

I have/have not attached a supporting statement from: _____

HT Secondary Studies was notified of this appeal on ___ / ___ / ___ by _____

Student Signature: _____

Approved / Denied: Date: _____

Head Teacher Secondary Studies: _____

Notes

If this appeal has been approved it is now up to you to make alternate arrangements with your Classroom Teacher(s)

SENIOR STUDENT SUBJECT CHANGE FORM

Student Name: _____ **Year:** _____

List subjects being studied NOW

1	4
2	5
3	6

Checklist: HSC Board Developed Units – minimum 6
HSC ATAR Units – minimum 10
Category B – VET Units

I wish to (i) Change from _____ **to** _____

(ii) Drop _____

You must see the following Head Teachers

a. HT Losing _____ Signature _____
b. HT Gaining _____ Signature _____
c. HT Secondary Studies _____ Signature _____

Student signature _____ **Date** _____

Parent signature _____ **Date** _____

<i>Office Use Only</i>	Timetable <input type="checkbox"/>	eBOS <input type="checkbox"/>
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PERSONAL ASSESSMENT PLANNER

- 1 **Do All Tasks**
It is expected that you will complete all tasks, making a genuine attempt with no sign of malpractice (cheating).
- 2 **Do Tasks When Due**
It is your responsibility to be present for, or hand in, an Assessment Task on the day it is due.
- 3 **Attend Day Before, Lesson Before**
It is your responsibility to be present at school the calendar day before and all lessons, on the day, up until the task is due. A school excursion is considered to be attendance.
- 4 **Clashes**
It is your responsibility to let your teacher know if there is a clash, such as three tasks due on the same day or a compulsory excursion on the same day as an Assessment Task. If you feel the situation is unfair you should see the Head Teacher Secondary Studies immediately.
- 5 **Absence From Tasks**
It is your responsibility to arrange for the handing in of a task or providing necessary documentation if you are unable to do so. If not, a zero (0) will be awarded.
- 6 **Board of Studies Requirements**
Familiarise yourself with the BOS requirements for the satisfactory completion of courses and for satisfactory attendance (and stick to them).
- 7 **ATAR**
Familiarise yourself with eligibility rules for gaining an ATAR. Check your subject selection.
- 8 **Assessment Schedule**
Ensure you have a copy of the assessment schedule for EACH course you are studying and that you are aware of course requirements.
- 9 **Vincentia High School Assessment Policy**
Be aware of the assessment policy and procedures of Vincentia High School as detailed in this booklet, and abide by them.
- 10 **Advice**
It is your responsibility to seek advice from the Head of Secondary Studies if there is a problem which has not been resolved satisfactorily within a class or KLA.

To be fair to everyone, the rules have to be followed.

TERM 1

WEEK	DUE DATE	SUBJECT	TASK	HANDED IN
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				

TERM 2

WEEK	DUE DATE	SUBJECT	TASK	HANDED IN
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				

TERM 3

WEEK	DUE DATE	SUBJECT	TASK	HANDED IN
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				

Englisch

English Studies 2019

Task Number	Task 1	Task 2	Task 3	
Nature of task	Multimodal Portfolio Mandatory Module: <i>Achieving through English</i>	Presentation Elective Module: <i>Part of a Family</i>	Elective Module Exam <i>Telling us all about it</i>	
Timing	Term 1 Week 9	Term 2 Week 6	Term 3 Exam Period	
Outcomes assessed	ES11-2, ES11-3, ES11-6	ES11-1, ES11-2 ES11-7, ES11-10	ES11-3, ES11-4, ES11-5 ES11-6, ES11-8, ES11-9	
Components				Weighting%
Knowledge and understanding of course content	20%	10%	20%	50%
Skills in: <ul style="list-style-type: none"> • Comprehending texts • Communicating ideas • Using language accurately, appropriately and effectively 	20%	10%	20%	50%
	40%	20%	40%	100%

English Standard 2019

Task Number	Task 1	Task 2	Task 3	
Nature of task	Writing task Reading to Write	Multimodal Presentation Close Study of Literature	Yearly Examination Contemporary Possibilities	
Timing	Term 1, Week 6 (draft) Term 1, Week 8	Term 2, Week 6 (draft) Term 2, Week 8	Term 3, TBC	
Outcomes assessed	ES11-3, ES11-5 ES11-6, EN11-9	ES11-1, ES11-3 ES11-5, EN11-8	ES11-1, ES11-2, ES11-3 EN11-5, EN11-7	
Components				Weighting%
Knowledge and understanding of course content	15%	20%	15%	50%
Skills in responding to texts and communication of ideas appropriate to audience, purpose and context across all modes	15%	20%	15%	50%
	30%	40%	30%	100%

English Advanced 2019

Task Number	Task 1	Task 2	Task 3	
Nature of task	Writing task Reading to Write	Imaginative task Critical Study of Literature	Exam - Essay Narratives that shape our world	
Timing	Term 1, Week 6 (draft) Term 1, Week 8	Term 2, Week 6 (draft) Term 2, Week 8	Term 3, TBC	
Outcomes assessed	ES11-3, ES11-5 ES11-6, EN11-7, EN11-9	ES11-3 ES11-5, EN11-9	ES11-1, ES11-3 EN11-5, EN11-8	
Components				Weighting%
Knowledge and understanding of course content	15%	20%	15%	50%
Skills in responding to texts and communication of ideas appropriate to audience, purpose and context across all modes	15%	20%	15%	50%
	30%	40%	30%	100%

English Extension 2019

Components	Task 1	Task 2	Task 3	
Task Description	Literary Nightmares Creative and Reflection	Literary Nightmares Critical Response with Related Text (In class response)	Related Research Project Multimodal Presentation	
Timing	Term 1 Week 11	Term 2 Week 10	Term 3 Week 8	
Outcomes Assessed	Outcomes assessed ES11-2 ES11-6	Outcomes assessed ES11-1 ES11-3	Outcomes assessed ES11-4 EN11-5	
Components				Weighting%
Knowledge and understanding of course content	15%	15%	20%	50%
Skills in responding to texts and communication of ideas appropriate to audience, purpose and context across all modes	15%	15%	20%	50%
	30%	30%	40%	100%

Mathematics

Mathematics Standard 1 Pathways 2019

Components	Task 1	Task 2	Task 3	Weighting
	In-class open book test Topics F1.2, S1, A1	Assignments/ Investigation Topics S1.1, M1.1, M1.3	Yearly Examination Topics F1.1, F1.2, S1, S2 M1, M2, A1, A2	
	Term 1 Week 8	Term 2 Week 8	Term 3 Week 9	
	Outcomes Assessed MS11-2 MS11-5 MS11-6 MS11-8 MS11-9 MS11-10	Outcomes Assessed MS11-2 MS11-3 MS11-4 MS11-7 MS11-8 MS11-9 MS11-10	Outcomes Assessed MS11-1 MS11-2 MS11-3 MS11-4 MS11-5 MS11-6 MS11-7 MS11-8 MS11-9 MS11-10	
Understanding, Fluency and Communicating	15%	15%	20%	50%
Problem Solving, Reasoning and Justification	15%	15%	20%	50%
	30%	30%	40%	100%

Mathematics Standard 2 Pathways 2019

Components	Task 1	Task 2	Task 3	Weighting
	In-class open book test Topics F1.2, A1, S1	Assignments/ Investigation Topics S1, M1, F1	Yearly Examination Topics F1.1, F1.2, S1, S2 M1, M2, A1, A2	
	Term 1 Week 9	Term 2 Week 8	Term 3 Week 9	
	Outcomes Assessed MS11-2 MS11-5 MS11-6 MS11-8 MS11-9 MS11-10	Outcomes Assessed MS11-2 MS11-3 MS11-4 MS11-5 MS11-6 MS11-7 MS11-8 MS11-9 MS11-10	Outcomes Assessed MS11-1 MS11-2 MS11-3 MS11-4 MS11-5 MS11-6 MS11-7 MS11-8 MS11-9 MS11-10	
Understanding, Fluency and Communicating	15%	15%	20%	50%
Problem Solving, Reasoning and Justification	15%	15%	20%	50%
	30%	30%	40%	100%

MATHEMATICS (ADVANCED) - 2 UNIT 2019

Task Number	Task 1	Task 2	Task 3	
Nature of Task	Term 1 Week 7	Term 2 Week 7	Term 3 Week 9/10	
Timing	<i>Open Book Quiz</i>	<i>Topic Research Task</i>	<i>Yearly Exam</i>	
Outcomes Assessed	P1, P2, P3, P4 P5, P6, P7, P8	P1, P2, P3, P4 P5, P6, P7, P8	P1, P2, P3, P4 P5, P6, P7, P8	
Components				Weighting
Knowledge Understanding & Skills	10%	10%	25%	45%
Reasoning, Interpretation, Explanatory & Communicative Skills	20%	20%	15%	55%
	30%	30%	40%	100%

MATHEMATICS EXTENSION - 1 UNIT 2019

Task Number	Task 1	Task 2	Task 3	
Nature of Task	Topic Research	Open Book Quiz	Yearly Exam	
Timing	Term 1 Week 11	Term 2 Week 10	Term 3 Week 9/10	
Outcomes Assessed	PE1, PE2, PE3, PE4, PE5, PE6	PE1, PE2, PE3, PE4, PE5, PE6	PE1, PE2, PE3, PE4, PE5, PE6	
Components				Weighting
Knowledge Understanding & Skills	10%	10%	25%	45%
Reasoning, Interpretation, Explanatory & Communicative Skills	20%	20%	15%	55%
	30%	30%	40%	100%

Science

Biology - 2019

Task	Task 1	Task 2	Task 3	
Nature of Task	Practical (Module 1)	Depth Study (Field Trip-Module 3)	Final Examination (Modules 1-4)	
Timing	Term 2, Week 3	Term 3, Week 3	Term 3 TBA	
Outcomes Assessed	BIO11-8 BIO11-9 BIO11/12-1 BIO11/12-2 BIO11/12-3 BIO11/12-4	BIO11-10 BIO11-11 BIO11/12-3 BIO11/12-4 BIO11/12-5 BIO11/12-7	BIO11-8 BIO11-9 BIO11-10 BIO11-11 BIO11/12-4 BIO11/12-5 BIO11/12-6 BIO11/12-7	
Components				Weighting
Skills in Working Scientifically	20%	10%	20%	60%
Knowledge and understanding	10%	10%	20%	40%
	30%	30%	40%	100%

Chemistry - 2019

Task	Task 1	Task 2	Task 3	
Task Type	Research (Module 1)	Depth Study (Module 2 or 3)	Final Examination (Modules 1-4)	
Date Due	Term 1, Week 9	Term 2, Week 9	Term 3 TBA	
Outcomes	CH11/12-2 CH11/12-3 CH11/12-4 CH11/12-7 CH11/12-8	CH11/12-1 CH11/12-5 CH11/12-6 CH11/12-7 CH11/12-9	CH11/12-4 CH11/12-5 CH11/12-6 CH11/12-7 CH11-8 CH11-9 CH11-10 CH11-11	
Components				Weighting
Skills in Working Scientifically	20%	20%	20%	60%
Knowledge and understanding	10%	10%	20%	40%
	30%	30%	40%	100%

Earth and Environmental Science - 2019

Task	Task 1	Task 2	Task 3	
Task Type	Practical (Module 1)	Depth Study (Field Trip-Module 3)	Final Examination (Modules 1-4)	
Date Due	Term 1, Week 7	Term 2, Week 6	Term 3 TBA	
Outcomes	EES11-8 EES11-9 EES11/12-1 EES11/12-2 EES11/12-3 EES11/12-4 EES11/12-5	EES11-10 EES11-11 EES11/12-3 EES11/12-4 EES11/12-5 EES11/12-6 EES11/12-7	EES11-8 EES11-9 EES11-10 EES11-11 EES11/12-4 EES11/12-5 EES11/12-6 EES11/12-7	
Components				Weighting
Skills in Working Scientifically	20%	20%	20%	60%
Knowledge and understanding	10%	10%	20%	40%
	30%	30%	40%	100%

**NB: 15 ours for the Depth Study has been allocated within the 120 indicative course hours
Each module will conclude with an informal (non-assessed) Topic Test**

Physics - 2019

Task	Task 1	Task 2	Task 3	
Task Type	Practical (Module 1 & 2)	Depth Study (Research-Module 3)	Final Examination (Modules 1-4)	
Date Due	Term 2, Week 2	Term 2, Week 9	Term 3 TBA	
Outcomes	PH11-8 PH11-9 PH11/12-1 PH11/12-2 PH11/12-3 PH11/12-4 PH11/12-5 PH11/12-6 PH11/12-7	PH11-10 PH11/12-3 PH11/12-4 PH11/12-5 PH11/12-7	PH11-8, 9, 10, 11 PH11/12-4 PH11/12-5 PH11/12-6 PH11/12-7	
Components				Weighting
Skills in Working Scientifically	20%	20%	20%	60%
Knowledge and understanding	10%	10%	20%	40%
	30%	30%	40%	100%

CAPA

MUSIC 1 - 2 UNIT 2019

OUTCOMES	COMPONENTS (SYLLABUS)	WEIGHTING (SYLLABUS)	Task 1	Task 2	Task 3
			Term 1 Week 9/10	Term 2 Week 9	Yearly Examination
P2, P5, P8 P10, P11	Musicology	25%	10%	15%	
P1, P8, P9 P10, P11	Performance	25%	20%		5%
P3, P8, P10 P11	Composition	25%		25%	
P4, P6, P8 P10	Aural	25%			25%
		100%	30%	40%	30%

Photography Video & Digital Imaging 2019

OUTCOMES	COMPONENTS (SYLLABUS)	WEIGHTING (SYLLABUS)	Task 1	Task 2	Task 3
			Term 1 Week 10	Term 2 Week 10	Term 3 Week 10
M1, M4, M2	Making	70%	Folio of work/VAPD =20%	Folio of Work/VAPD = 20%	Folio of Work/VAPD = 30%
CH1, CH4	Studying	30%	Written task =5%	Written task +15%	Written task +10%
		100%	25%	35%	40%

VISUAL ARTS - 2 UNIT 2019

OUTCOMES	COMPONENTS (SYLLABUS)	WEIGHTING (SYLLABUS)	Task 1	Task 2	Task 3
			Term 2 Weeks 1/2	Term 3 Weeks 1/2	Term 3
P1, P4, P5, P6	Art Making	50%	Integrated practical task + VAPD 5% 10%	Integrated practical task + VAPD 20%	Integrated practical task + VAPD 20%
P7, P10	Art Criticism/History	50%	Written Task 10%	Written Task 20%	Yearly Examination 25% 20%
		100%	20%	40%	40%

VISUAL DESIGN - 2 UNIT 2019

OUTCOMES	COMPONENTS (SYLLABUS)	WEIGHTING (SYLLABUS)	Task 1	Task 2	Task 3
			Term 1 Week 10	Term 2 Week 10	Term 3 Week 9
DM1 DM2 DM3 DM4 DM5 DM6	Art Making	70%	Portfolio of Designed Works 20%	Portfolio of Designed Works 25%	Portfolio of Designed Works 25%
DM7 DM8 DM9 DM10	Art Criticism/History	30%	Written Task 10%	Written Task 10%	Class Test 10%
		100%	30%	35%	35%

HSIE

ABORIGINAL STUDIES - 2 UNIT 2019

COMPONENTS (SYLLABUS)	WEIGHTING (SYLLABUS)	Task 1	Task 2	Task 3
		Term 1 Week 10	Term 2 Week 8	Term 3 Weeks 9/10
		<i>Aboriginality & The Land</i>	<i>Local/Comparative Case Study: Research and Report</i>	<i>Yearly Exam</i>
OUTCOMES		P1.2, P2.1, P2.2	P2.2, P3.1, P3.2 P3.3, P4.1, P4.2, P4.3	P1.2, P1.3, P2.1, P2.2, P3.1 P3.2, P3.3
Knowledge and Understanding of content	30%	5%	10%	15%
Investigation, Analysis, Synthesis and Evaluation of information from a variety of sources and perspectives	30%	10%	10%	10%
Research and Inquiry Methods	25%	5%	10%	10%
Communication of information, ideas and issues in appropriate forms	15%	5%	5%	5%
	100%	25%	35%	40%

ANCIENT HISTORY - 2 UNIT 2019

OUTCOMES	COMPONENTS (SYLLABUS)	WEIGHTING (SYLLABUS)	Task 1	Task 2	Task 3
			Term 1 Week 7	Term 2 Week 9	Term 3 Week 9/10
			<i>Reconstructing the Past</i>	<i>Historical Investigation Research and Presentation</i>	<i>Examination</i>
P1.1, P1.2 P3.1, P3.2, P3.3, P3.4, P3.5, P3.6 P4.1, P4.2	Knowledge & Understanding of course content	40%	15%		25% Yearly
P1.1 P2.1 P3.1, P3.2, P3.3, P3.4, P3.6, P4.1, P4.2	Source based skills	25%	15%		10%
P1.1 P2.1 P3.1, P3.2, P3.3, P3.4, P3.6 P4.1, P4.2	Historical inquiry & research	20%		20%	
P1.1 P2.1 P3.1, P3.2, P3.3 P3.4, P3.6 P4.1, P4.2	Communication of historical information in appropriate forms	15%		15%	
		100%	30%	35%	35%

BUSINESS STUDIES - 2 UNIT 2019

OUTCOMES	COMPONENTS (SYLLABUS)	WEIGHTING (SYLLABUS)	Task 1	Task 2	Task 3
			Term 2 Week 2	Term 3 Week 1	Term 3 Week 9/10
			<i>Nature of Business</i>	<i>Business Planning</i>	<i>All topics</i>
			Media Folder	Business Research Task	Exam
P2, P7, P9	Knowledge and understanding of course content	40%	5%	15%	20%
P4, P5, P8	Stimulus-based skills	20%		10%	10%
P4, P8 P9	Inquiry and research	20%	10%	10%	
P1, P2, P3, P4, P5, P6, P10	Communication of business information, ideas and issues inappropriate forms	20%	5%	15%	
		100%	20%	50%	30%

Geography 2 Unit 2019

OUTCOMES	COMPONENTS (SYLLABUS)	WEIGHTING (SYLLABUS)	Task 1	Task 2	Task 3
			Term 1 Week 9	Term 2 Week 9	Term 3 Week 9/10
			<i>Fieldwork/Written Report</i>	<i>Senior Geography Project</i>	<i>Yearly Exam</i>
P1, P2, P3, P6 P7, P8, P9, P10, P11 P12	Knowledge & Understanding of course content	40%		10%	30%
P1, P2, P3, P4, P5, P6, P7, P8, P9, P10, P11 P12	Geography skills & tools	20%	10%	10%	
P1, P4, P5, P6, P7, P8 P9, P10, P11 P12	Geographical inquiry & research including fieldwork	20%		20%	
P7, P8, P9, P10, P11 P12	Communication of Geographical fieldwork information, ideas & issues in appropriate forms	20%	10%		10%
		100%	20%	40%	40%

LEGAL STUDIES - 2 UNIT 2019

OUTCOMES	COMPONENTS (SYLLABUS)	WEIGHTING (SYLLABUS)	Task 1	Task 2	Task 3
			Term 1 Week 9	Term 2 Week 9	Term 3 Week 9/10
			<i>Webquest with oral presentation</i>	<i>Research Based Essay</i>	<i>Preliminary Exam</i>
P1, P2 P3, P4 P6, P8	The Legal System	40%	25%		15%
P1, P4, P6, P8 P9	The Individual and The Law	45%		35%	10%
P2, P4, P5 P6, P7, P8 P9, P10	Law in Practice	15%			15%
		100%	25%	35%	40%

SOCIETY AND CULTURE - 2 UNIT 2019

OUTCOMES	COMPONENTS	WEIGHTING	Task 1	Task 3	Task 5
			Term 1 Week 8	Term 2 Week 10	Term 3 Week 9/10
			<i>Social and Cultural World</i>	<i>Personal and Social Identity</i>	<i>Yearly Exam</i>
P1, P2, P3, P4, P5, P6	Knowledge and understanding of course content	50%	20%	15%	15%
P6, P7, P8	Application and evaluation of social and cultural research methodologies	30%	15%	10%	5%
P9, P10	Communication of Information, Ideas and Issues in appropriate forms	20%	5%	10%	5%
		100%	40%	35%	25%

PD/H/PE

PD/H/PE - 2 UNIT - 2019

COMPONENTS	WEIGHTING	Task 1	Task 2	Task 3
		Term 1 Week 6	Term 2 Week 9	Term 3 Week 9
		<i>Core 1 - In Class Extended Response</i>	<i>Core 2 - Practical Tasks Video Analysis</i>	<i>Yearly Examination</i>
		OUTCOMES P1, P2, P3, P4, P5, P7, P8, P9 P10 P11, P14, P15, P16, P17	OUTCOMES P1, P2, P4, P5, P15, P16	OUTCOMES P1, P2, P3, P4, P5, P6 P10, P11, P15, P16
<i>Knowledge and Understanding of:</i> <ul style="list-style-type: none"> • factors that affect health. • the way the body moves. 	30%		20%	10%
<i>Skills in:</i> <ul style="list-style-type: none"> • influencing personal and community health. • taking action to improve participation and performance in physical activity. 	30%	15%	5%	10%
<i>Skills in:</i> <ul style="list-style-type: none"> • critical thinking, research and analysis 	40%	15%	5%	20%
	100%	30%	30%	40%

SPORT LIFESTYLE & RECREATION - 2019

COURSE OUTCOMES	COMPONENTS	WEIGHTING	Task 1	Task 2	Task 3
			Term 1 Weeks 9	Term 2 Weeks 3	Term 3 Ongoing
			Games and Sports Application Practical Task	Athletics Sports Management & Participation	Sports Coaching Online Course & Demonstration
2.1 2.2 2.5 3.2 3.3 4.5 1.6 2.4 4.1 2.4	Knowledge and Understanding	50%	15%	15%	20%
1.3 2.3 3.1 3.2 4.2 4.4 4.5 1.1	Skills	50%	15%	10%	25%
	Total	100%	30%	25%	45%

<p>OUTCOMES: A student:</p> <ul style="list-style-type: none"> 1.1 applies the rules and conventions that relate to participation in a range of physical activities 1.2 explains the relationship between physical activity, fitness and healthy lifestyle 2.1 explains the principals of skill development and training 2.3 selects and participates in physical activities that meet 2.5 describes the relationship between anatomy, physiology and performance 3.1 selects appropriate strategies and tactics for success in a range of movement contexts 3.3 measures and evaluates physical performance capacity 4.1 plans strategies to achieve performance goals 4.5 recognises the skills and abilities required to adopt roles that support health, safety and physical activity 	<ul style="list-style-type: none"> 1.3 demonstrates ways to enhance safety in physical activity 2.2 analyses the fitness requirements of specific activities 3.2 designs programs that respond to performance needs 3.6 assesses and responds appropriately to emergency care situations 4.4 demonstrates competence and confidence in movement contexts
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COMMUNITY & FAMILY STUDIES - 2019

COMPONENTS	WEIGHTING	Task 1	Task 2	Task 3
		Term 1 Weeks 8	Term 2 Weeks 9	Term 3 Week 9
		Core 1 - Resource Management Case Study	Core 2 - Individuals and Groups	Yearly Examination
		P1.1, P1.2, P3.2, P4.2, P5.1,P6.1	P1, P2, P3, P4, P5, P6 P10, P11, P15, P16	P1-P5, P7-P11 P13-P17
Knowledge and Understanding of course content	55%	15%	20%	20%
Skills in critical thinking, research methodology, analyzing and communicating	45%	15%	10%	20%
Total	100%	30%	30%	40%

TAS

Design & Technology 2019

Task number	Task 1	Task 2	Task 3	
Nature of task	Designer Case Study	Charity Project	Yearly Examination	
Timing	Term 1, Week 8	Term 2, Week 9	End - Term 3	
Outcomes assessed	P1.1, P2.1, P2.2, P6.1	P3.1, P4.1, P4.2, P4.3 P5.1, P5.2, P5.3, P6.2	P1.1, P2.2, P5.1, P5.2, P5.3	
Components				Weighting %
Knowledge and understanding of course content	10%	10%	20%	40%
Knowledge and skills in designing, managing, producing and evaluating design projects	10%	30%	20%	60%
	20%	40%	40%	100%

Food Technology 2019

Task	Task 1	Task 2	Task 3	
Nature of task	Food Quality Experiment and Preparation	Nutrition Investigation	Yearly Examination	
Timing	Term 2 Week 4	Term 3 Week 2	Term 3 Weeks 9-10	
Outcomes assessed	P2.2, P3.2, P4.1 P4.4, P5.1	P2.1, P3.1, P3.2 P4.1, P4.4, P5.1	P1.1, P1.2, P2.2 P4.4, P5.1	
Components				Weighting
Knowledge and understanding of course content		10%	30%	40%
Knowledge and skills in designing, researching, analysing and evaluating	10%	10%	10%	30%
Skills in experimenting with and preparing food by applying theoretical concepts	20%	10%		30%
	30%	30%	40%	100%

Textiles and Design - 2019

Task number	Task 1	Task 2	Task 3	
Nature of task	Sector of the ATCFAI Investigation	Preliminary Textile Project	Yearly Examination	
Timing	Term 1, Week 9	Term 3, Week 2	Term 3, Weeks 9-10	
Outcomes assessed	P2.1, P5.1, P5.2, P6.1	P1.1, P1.2, P2.1, P2.2 P2.3, P4.1, P6.1	P1.1, P1.2, P3.1, P3.2 P5.1, P5.2, P6.1	
Components				Weighting %
Knowledge and understanding of course content	10%		40%	50%
Knowledge and skills in designing, managing, producing and evaluating design projects	10%	40%		50%
	20%	40%	40%	100%

TIMBER PRODUCTS AND FURNITURE TECHNOLOGIES - 2019

Task	Task 1	Task 2	Task 3	
Nature of task	Design Build - Project 1	Design Build - Project 2	Yearly Examination	
Timing	Term 2 Week 3	Term 3 Week 7	End -Term 3	
Outcomes assessed	P1.1, P2.1, P2.2, P3.1, P3.2 P3.3, P4.1, P4.2, P4.3 P5.1, P5.2	P1.1, P2.1, P2.2, P3.1, P3.2 P3.3, P4.1, P4.3 P5.1, P6.1, P6.2	P1.1, P1.2, P2.1, P3.1 P6.1, P7.1, P7.2	
Components				Weighting
Industry Study			15%	15%
Design, Management & Communication	10%	10%	10%	30%
Production	20%	20%		40%
Industry Related Manufacturing Technology	5%	5%	5%	15%
	35%	35%	30%	100%

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. Alternately 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 this 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 SIT20416 Certificate II in Kitchen Operations

Requirements for HSC purposes	Dates
Work Placement (compulsory for the HSC) - 70 hours in total	
Trial HSC exam - Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial HSC exam	

Assessment Plan		Evidence gathering techniques						
Competency codes	Units of competency	Observation of practical work	Product assessment	Oral questioning	Written assignment, Test	Third party report	Self-assessment	HSC examinable
Cluster: Getting along								
BSBWOR203	Work effectively with others	Y			Y			Y
Cluster: Safe and sustainable work practices								
SITXWHS001	Participate in safe work practices	Y		Y	Y			Y
BSBSUS201	Participate in environmentally sustainable work practices							
Cluster: Safe and hygienic food preparation								
SITXFSA001	Use hygienic practices for food safety	Y	Y		Y			Y
SITHCCC001	Use food preparation equipment			Y			Y	
SITXFSA002	Participate in safe food handling practices							Y
Cluster: Preparing quality simple dishes								
SITHCCC002	Prepare and present simple dishes	Y	Y		Y			
SITXINV002	Maintain the quality of perishable items							
Cluster: Producing menu items								
SITHCCC005	Prepare dishes using basic methods of cookery	Y	Y	Y	Y	Y		Y
Cluster: Cleaning the kitchen								
SITHKOP001	Clean kitchen premises and equipment	Y			Y	Y		Y
Cluster: Preparing appetisers and salads								
SITHCCC006	Produce appetisers and salads	Y	Y	Y	Y	Y		
Cluster: Keeping up to date with industry								
SITHIND002	Source and use information on the hospitality industry				Y			Y
Cluster: Safe sandwich preparation								
SITHCCC003	Prepare and present sandwiches	Y			Y			
Cluster: Use cookery skills effectively								
SITHCCC001	Use cookery skills effectively (holistic)	Y	Y			Y	Y	

Depending on the achievement of units of competency; the possible AQF qualification outcome is SIT20416 Certificate II in Kitchen Operations or a Statement of Attainment towards SIT20416 Certificate II in Kitchen Operations

Assessment Summary for CPC20211 Certificate II in Constructions Pathways

Requirements for HSC purposes	Dates
Work Placement (compulsory for the HSC) - 70 hours in total	
Trial HSC exam - Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial HSC exam	

Assessment Plan		Evidence gathering techniques							
Competency codes	Units of competency	Observation of practical work	Product assessment	Oral questioning	Written assignment, Test	Role-play, Oral presentation	Third party report	Self-assessment	HSC examinable
CPCCWHS2001	Prepare to work safely in the construction industry	Y		Y	Y	Y	Y		Y
Cluster 1: Working Safely in the Construction Industry									
CPCOHS2001A	Apply H&S requirements, policies and procedures in the construction industry	Y		Y	Y		Y	Y	Y
CPCCCA2011A	Handle carpentry materials	Y	Y	Y	Y		Y	Y	
Cluster 2: Measure up									
COCCCM1015A	Carry out measurements & calculations	Y	Y		Y			Y	Y
CPCCA2001B	Use carpentry tools and equipment	Y	Y	Y	Y		Y		
Cluster 3: Reading Plans and Levelling									
CPCCCM2001A	Read and interpret plans and specifications	Y		Y	Y				Y
CPCCCM2006B	Apply basic levelling procedures	Y		Y	Y				
Cluster 4: Prepare for Concreting									
CPCCC02011A	Handle concreting materials	Y	Y		Y			Y	
CPCCM2004A	Handle construction materials	Y			Y		Y		
Cluster 5: Group Project									
CPCCCM1013A	Plan and organise work	Y	Y		Y		Y	Y	Y
CPCCCM2005B	Use Construction materials	Y	Y		Y		Y	Y	Y
Cluster 6: Skills into Action									
CPCCCM1012A	Work effectively and sustainably in the construction industry				Y		Y	Y	Y
CPCCCM1014A	Conduct workplace communication				Y	Y	Y		Y
Cluster 7: Option 1 - Joinery Option 1 or 2 must be completed to gain the qualification and be eligible for the HSC (delete units not being delivered)									
CPCCJN2001A	Assemble components	Y	Y		Y			Y	
CPCCJN2002B	Prepare for off-site manufacturing process	Y	Y		Y			Y	
Cluster 7: Option 2 - Brick and Block Laying									
CPCCBL2001A	Handle and prepare brick laying material	Y	Y		Y			Y	
CPCCBL2002B	Use bricklaying and block laying tools and equipment	Y	Y		Y			Y	
Cluster 8: Carry Out Concreting Trainers who are qualified to deliver Cluster 8 can still do so, however, Option 1 or 2 must be completed first									
CPCCCO2013A	Carry out concreting to simple forms	Y	Y		Y			Y	
CPCCCA2003A	Erect and dismantle formwork for footings and slabs on ground	Y	Y		Y			Y	

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

**Assessment Summary for SAO towards the ICT30115
Certificate II in Information, Digital Media & Technology**

Requirements for HSC purposes	Dates
Work Placement (compulsory for the HSC) - 70 hours in total	
Trial HSC exam - Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial HSC exam	

Assessment Plan		Evidence gathering techniques						
Competency codes	Units of competency	Observation of practical work	Product assessment	Oral questioning	Written assignment, Test	Third party report	Self-assessment	HSC examinable
Cluster 1: Alive and Talking								
ICTICT202	Work and Communicate effectively in an ICT environment	Y		Y	Y	Y	Y	Y
BSBWHS304	Participate effectively in H&S communication and consultation processes	Y	Y		Y	Y		
Cluster 2: Better, Faster, Stronger								
ICTSAS301	Run standard diagnostic tests	Y	Y		Y	Y		Y
ICTICT302	Install and optimise operation system software							
ICTICT301	Create user documentation	Y	Y		Y			N
Cluster 3: Modelled Software Use								
ICTICT203	Operate application software packages							Y
ICTICT308	Use advanced features of computer applications	Y	Y		Y			Y
Cluster 4: Web Development								
ICTWEB302	Build simple websites using commercial programs	Y	Y		Y		Y	Y
ICTWEB303	Produce digital images for the web	Y	Y		Y	Y		N
Cluster 5: The Social Environment								
ICTWEB201	Use Social media tools for collaboration and engagement	Y	Y	Y	Y	Y		N
BSBSUS401	Implement and monitor environmentally	Y	Y	Y	Y	Y		N

Depending on the achievement of units of competency; the possible AQF qualification outcome is a Statement of Attainment towards MEM10105 Certificate III Information Digital Media and Technology

Assessment Summary for MEM10105 Certificate I Engineering

Requirements for HSC purposes	Dates
Work Placement (compulsory for the HSC) - 70 hours in total	
Trial HSC exam - Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial HSC exam	

Competency codes	Units of competency	Observation of practical work	Product assessment	Oral questioning	Written assignment, Test, Quiz	Worksheets	Self-assessment	HSC examinable
Prerequisite - Manufacturing, engineering and related services industries induction NB: This unit will not appear as part of the "Schools Online" records					Y	Y		Y
Cluster 1: Working Safely in the Metal Industry								
MEM13014A	Apply principles of occupational health and safety in the work environment	Y		Y	Y		Y	Y
MEM1101B	Undertake manual handling	Y	Y	Y	Y		Y	Y
Cluster 2: Using Hand Tools								
MEM14004A	Plan to undertake routine task	Y	Y		Y			Y
MEM18001C	Use hand tools	Y	Y	Y	Y		Y	
Cluster 3: Using Power Tools								
MEM18002B	Read and interpret plans and specifications	Y		Y	Y			Y
MEM12023A	Perform engineering measurements	Y		Y	Y			Y
Cluster 4: Calculating and Cutting								
MEM05005B	Carry out mechanical cutting	Y	Y		Y	Y		
MEM12024A	Perform computations	Y	Y		Y	Y		Y
Cluster 5: Workshop machines								
MEM05012C	Perform routine manual metal arc welding	Y	Y		Y	Y		
MEM07032B	Use workshop machines for basic operations	Y	Y		Y	Y		
Cluster 6: Skills into Action								
MEM05012A	Apply quality systems	Y	Y		Y	Y		Y
MEM15024A	Apply quality procedures	Y	Y		Y	Y		Y
MEM16007A	Work with others in manufacturing, engineering or related environment	Y	Y		Y	Y		Y
Cluster 7: Technical Drawing (HSC Only) This will not appear as part of the 'Schools Online' record								
CPCCJN2001A	Assemble components	Y	Y		Y			Y
CPCCJN2002B	Prepare for off-site manufacturing process	Y	Y		Y			Y
Cluster 7: Option 2 - Brick and Block Laying								
MEM09002B	Interpret technical drawings					Y		Y
Cluster 8a or 8c or 8c: Potions - Select one competency only to qualify for Certificate 1 (delete competencies not delivered)								
Option 8a MEM05004C	Perform routine oxy acetylene welding (2 units)							
Option 8b MEM05007C	Perform manual heating and thermal cutting (2 units)	Y	Y		Y	Y		
Option 8c MEM16008A	Interact with computing technology (2 units)							

Depending on the achievement of units of competency; the possible AQF qualification outcome is MEM10105 Certificate I in Engineering or a Statement of Attainment towards MEM10105 Certificate I in Engineering.

Assessment Summary for AHC20116 Certificate II in Agriculture

Requirements for HSC purposes	Dates
Work Placement (compulsory for the HSC) - 70 hours in total	
Trial HSC exam - Students whose HSC pattern of study makes them eligible to receive an ATAR must sit the trial HSC exam	

Competency codes	Units of competency	Observation of practical work	Product assessment	Oral questioning	Written assignm Test, Quiz	Role play, Oral Presentation	Third Party Repor	Self-assessment	HSC examinable
Trainers must deliver and assess Cluster 1, 2, 3, 4 at least one of the Cluster 5 and 6 and then select optional clusters to total 1 units. Qualification Packaging Rules: https://training.gov.au/Training/Details/AHC20116									
Delete the units you do not deliver.									
Cluster 1: Participate in WHS Processes									
AHCWHS201	Participate in SHW Processes	Y		Y	Y		Y		Y
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
AHCWRK205	Participate in workplace communications	Y		Y	Y	Y	Y		
Cluster 3: Weather									
AHCWRK201	Observe and report on weather	Y			Y		Y		Y
Cluster 4: Chemicals									
AHCCHM201	Apply chemicals under supervision	Y			Y	Y			Y
AHCCPM201	Treat Weeds	Y			Y	Y			
Cluster 5: Healthy Animals									
AHCLSK202	Care for health and welfare of livestock	Y	Y		Y			Y	Y
AHCLSK205	Handle livestock using basic techniques	Y	Y		Y			Y	
AHCLSK206	Identify and mark livestock	Y	Y		Y			Y	
AHCLSK204	Carry out regular livestock observations	Y	Y		Y			Y	
Cluster 6: Healthy Plants Trainer must be qualified to select this cluster									
AHCPMG202	Treat plant pests, diseases and disorders	Y	Y		Y		Y		Y
AHCNSY202	Care for nursery plants	Y	Y		Y		Y		
AHCPCM201	Recognise plants	Y	Y		Y		Y		
Cluster 7: Tractors									
AHCMOM202	Perform routine oxy acetylene welding (2 units)	Y		Y	Y				
AHCMOM302	Perform manual heating and thermal cutting (2 units)	Y		Y	Y				
AHCBIO201	Inspect and clean machinery for plant, animal and soil	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 10: Grow Plants Trainer must be qualified to select this cluster									
AHCNSY201	Pot up plants	Y		Y	Y				
AHCSOL202	Assist with soil or growing media sampling and testing	Y		Y	Y				
AHCNSY203	Undertake propagation activities	Y		Y	Y				
Cluster 11: Show Livestock Trainer must be qualified to select this cluster									
AHCLSK316	Prepare livestock for competition								
Depending on the achievement of units of competency; the possible AQF qualification outcome is AHC20116 Certificate II in Agriculture or a Statement of Attainment towards AHC20116 Certificate II in Agriculture.									

Assessment Summary for FSK20113 Certificate II in Skills for Work and Vocational Pathways

Requirements for HSC purposes	Dates
Work Placement	No compulsory work placement is required in this course
There is NO HSC examination available in this Board Endorsed Course	This VET course cannot be used in the calculation an ATAR

Assessment Plan		Evidence gathering techniques							
Competency codes	Units of competency	Observation of practical work	Product assessment	Oral questioning	Written assignment, Test, Quiz	Role play, Oral Presentation	Third Party Report	Self-assessment	Other
Assessment Foundation skills Core 1									
FSKDIG03	Use digital technology for routine workplace tasks	Y			Y				
FSKWTG09	Write routine workplace texts								
Assessment Foundation skills Core 2									
FSKLRG09	Use strategies to respond to routine workplace problems	Y			Y				
FSKOCM07	Interact effectively with others at work								
Assessment Foundation skills Core 3									
FSKRDG10	Read and respond to routine workplace information	Y			Y				
FSKNUM15	Estimate, measure and calculate routine metric measurements for work								
Assessment Foundation skills Core 4									
FSKLRG11	Use routine strategies for work-related learning	Y			Y				
Assessment Foundation skills Core 5									
FSKNUM14	Calculate with whole numbers and familiar fractions, decimals and percentages for work	Y			Y				
Assessment Foundation skills									
FSKLRG10	Use routine strategies for career planning				Y	Y			
Assessment Foundation skills									
FSKOCM04	Use oral communications skills to participate in workplace meetings			Y					
Assessment Foundation skills									
FSKRDG09	Read and respond to routine standard operating procedures	Y			Y				
Assessment Foundation skills									
FSKWTG07	Write routine formal workplace texts				Y				
Assessment Business									
BSBITU201A	Produce simple word processing documents	Y			Y				
Assessment Business									
BSBWOR204	Use business technology	Y			Y				
Assessment Business									
BSBITU202	Create and use spreadsheets				Y				
Assessment Business									
FNSFLT202	Develop and use a saving plan				Y				

Requirements for HSC purposes		Dates			
Work Placement (compulsory for the HSC)		35 hours in total			
There is NO HSC Examination available in this Board Endorsed Course		This VET course cannot be used in the calculation of an ATAR			
Assessment Plan		Evidence gathering techniques			
Competency codes	Units of competency	Observation of practical work	Product assessment	Oral questioning	Written Test
Work Health Safety					
SISXWHS101	Follow work health and safety policies			Y	Y
Daily Work Industry					
BSBWOR202A	Organise and complete daily work activities	Y			Y
SISXIND211	Develop and update sport, fitness and recreation industry knowledge	Y			Y
Coaching and ICTs					
SISSSCO101	Develop and update knowledge of coaching practices		Y		Y
ICPDMT263	Access and use the Internet		Y		Y
HLTAID003	Provide First Aid Credit Transfer		Y		Y
Coaching skill sessions					
SISSSCO202	Coach beginner or novice participants to develop fundamental motor skill	Y			Y
SISXCAI101A	Provide equipment for activities	Y			Y
SISXCAI102A	Assist in preparing and conducting sport and recreation sessions	Y			Y
Sports Injury					
SISSSPT201A	Implement sport injury prevention	Y			Y
Athletics					
SISSATH201A	Teach the fundamental skills of Athletics	Y		Y	Y
SISSSDE201	Communicate effectively with others in a sport environment	Y		Y	Y
SISSSPT303A	Conduct basic warm-up and cool-down programs	Y		Y	Y
Basketball					
SISSBSB202A	Teach the fundamental basketball tactics and game strategy	Y			Y
SISSBSB201A	Teach fundamental basketball skills	Y			Y
SISSBSB205	Interpret and apply the rules of basketball	Y			Y
Rugby League					
SISRGL204A	Teach the skills of rugby league for modified games	Y		Y	Y
Netball					
SISNTB204A	Teach foundation netball skills	Y			Y
Australian Football					
SISSAFL201A	Perform the intermediate skills of Australian Football	Y		Y	Y
SISSAFL202A	Perform the intermediate tactics of Australian Football	Y		Y	Y
Tennis					
SISSTNS204	Conduct red stage tennis activities	Y		Y	Y
SISSTNS205	Interpret and apply the rules and regulations of tennis	Y		Y	Y
SISSTN206	Develop and update knowledge of tennis development programs	Y		Y	Y
Surf Life Saving					
SISOSRF201A	Demonstrate surf survival skills and self-rescue skills	Y		Y	Y
Depending on the achievement of units of competency the possible AQF qualification outcome is SIS20513 Certificate II in Sport Coaching or a Statement of Attainment towards SIS20513 Certificate II in Sport Coaching.					