

VINCENTIA HIGH SCHOOL



YEAR 9

2022

ASSESSMENT HANDBOOK

GENERAL INFORMATION

Welcome to Stage 5 at Vincentia High School! Stage 5 incorporates both Year 9 & Year 10. In order to successfully complete your RoSA (Record of School Achievement) you must successfully complete Stage 5 at Vincentia High School before moving onto the Higher School Certificate.

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 the course you must:

- a) have a satisfactory record of attendance (Department Guidelines 80% and above) **and**
- b) complete the requirements of the course as specified by the syllabus. This includes mandatory oral, practical and project work, **and**
- c) make a *serious attempt* at assessment tasks which contribute to *more* than 50% of available school assessment marks, **and**
- d) make a *serious attempt* at all examinations set as part of the assessment program **and**
- e) apply yourself with diligence and sustained effort to the set tasks and experiences provided by the school in each course **and**
- f) achieve the course outcomes by adhering to the above requirements.

What is a 'Satisfactory Record of Attendance'?

You must:

- a) Have a pattern of attendance which shows that you are making a serious effort. You cannot regularly take time off and seriously expect to satisfactorily complete a 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 course requirements.

Where to get advice:

Year Advisor, Deputy Principal, Careers Advisor, Head Teacher, Course Coordinator or Subject Teacher of the course concerned.

'N' Award Warnings:

Your Class Teacher and Head Teacher will closely monitor your progress and attendance in each course.

Students who:

- Do not attend regularly
- MISS classes
- MISS assessment tasks
- Make non-serious attempts at assessable tasks, non-assessable tasks or general schoolwork cannot be making a serious effort, and will not be deemed to have satisfactorily completed the course/s.

Such students will:

- a) be interviewed by class and/or Head Teacher of the course/s concerned and a course of action determined
- b) receive a formal written warning after parental contact is made and if improvement is not evident, or requirements not met.

NB a minimum of two formal warnings is required for a student to be considered to have not satisfied course requirements.

Records of interview, where formal warnings take place, or letters sent home advising of missed work or poor attendance are kept as school records as required by NESA. Students deemed to be approaching an 'N' award for a course/s will be interviewed by Deputy Principal to discuss concerns and a resolution to the situation.

STUDENT RESPONSIBILITIES:

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 the Head Teacher know if there is a clash, such as more than two tasks due on the same day or a compulsory excursion on the same day as an Assessment Task.

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 NESA Requirements

Familiarise yourself with the NESA requirements for the satisfactory completion of courses and for satisfactory attendance (and stick to them).

7 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.

8 Vincentia High School Assessment Guidelines

Be aware of the assessment guidelines and procedures of Vincentia High School as detailed in this booklet, and abide by them.

9 Advice

It is your responsibility to seek advice 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.

What is the Record of School Achievement (RoSA)?

The NSW Education Standards Authority (NESA) issue the RoSA to eligible students who leave school before completing the Higher School Certificate (HSC).

The RoSA is a cumulative credential and contains a student's record of academic achievement up until the date they leave school. This could be at the end of Year 10 or up until and including the end of Year 12.

The RoSA records completed Year 10 and Year 11 courses and grades, and Year 12 results. It also records participation in any uncompleted Year 11 or Year 12 courses, minimum standard literacy and numeracy test results, and the date of leaving school.

The RoSA is useful to students leaving school prior to the HSC because they can show it to potential employers or places of further learning. The RoSA will also be available to students who, from 2020, have not demonstrated the HSC minimum standard to receive the HSC credential.

While the RoSA credential is for school leavers, all Years 10, 11 & 12 students are able to access and print a Student eRecord via their NESA Students Online account. The eRecord is not a formal NESA credential, but has the same information as a RoSA. The Student eRecord is also available to schools via Schools Online.

Eligibility for a RoSA

To be eligible for a Rosa, students must have:

- completed the mandatory curriculum requirements for Years 7 to 10.
- attended a government school, an accredited non-government school or a recognised school outside NSW.
- completed courses of study that satisfy NESA curriculum and assessment requirements for the RoSA.
- complied with the requirements of the Education Act.

RoSA grades and reporting of student achievement

The RoSA includes an A to E grade for all Year 10 courses the student has satisfactorily completed. Grades are:

- based on student achievement in their assessment work.
- submitted to NESA in Term 4
- monitored by NESA for fairness and consistency.

Students ineligible for a RoSA

Students who leave school before finishing Year 10 are not eligible for a RoSA. If students leave after Year 10 and still don't meet RoSA requirements they will be issued with a 'Transcript of Study'.

The Transcript of Study contains the same information as the RoSA for courses satisfactorily completed.

Requirements of NSW 'Education Act 1990' in relation to the RoSA

Curriculum for Record of School Achievement candidates

The curriculum during Year 7 to Year 10 for students who are candidates for the Record of School Achievement must meet the following requirements:

- a) courses of study in each of the 8 key learning areas for secondary education are to be provided for each student,
- b) courses of study in the key learning areas of English, Mathematics, Science and Human Society and its Environment are to be provided during each year, but the courses of study in the other key learning areas need not be provided during each year,
- c) courses of study in a key learning area are to be taught in accordance with a syllabus developed or endorsed by the Authority and approved by the Minister.

Record of School Achievement

(1) Records of School Achievement are to be granted by the Authority to students:

- (a) who:
 - I. have attended a government school, or
 - II. have attended a registered non-government school to which a current certificate of accreditation for presentation of candidates for the Record of School Achievement applies, or
 - III. have attended a school outside New South Wales recognised by the Authority, and
- (b) who have participated, to the Authority's satisfaction, in courses of study which have been determined under this Act as appropriate to be undertaken by candidates for the Record of School Achievement, and
- (c) who have been accepted by the Authority as having satisfactorily completed those courses of study, and

- (d) who have, to the Authority's satisfaction, undertaken the requisite examinations or other forms of assessment, and
- (e) who have complied with any requirements prescribed by the regulations or any requirements imposed by the Minister or the Authority, and
- (f) who have completed Year 10.

(2) The requisite examinations or other assessments may be conducted on a school-basis, but are to be moderated on a State-wide basis in the learning areas and in the manner determined by the Authority.

(3) The Authority may refuse to grant a Record of School Achievement to a student whose attendance or application at school has been of such an unsatisfactory character that the granting of a Record of School Achievement would not, in the opinion of the Authority, be justified.

(4) Records of School Achievement are to be granted in the manner determined by the Authority.

YEAR 9 SUBJECT CHANGE FORM

Student Name: _____ **Year: 9/10**

List of subjects being studied NOW

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

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

You must see the following Head Teachers

a. HT Losing _____ Signature _____

b. HT Gaining _____ Signature _____

c. Deputy Principal _____ Signature _____

Student: _____ **Date** _____

Parent: _____ **Date** _____

Office Use Only

NESA

Student file

SPECIAL CIRCUMSTANCES APPEAL

Name: _____ Year: 9/10 Date: _____

Please describe the Assessment Task(s) missed below:

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

Reasons for missing assessment task(s): _____

Reasons for requesting extension: _____

Reason for appeal: _____

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

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

Head Teacher was notified of this appeal on ___ / ___ / ___ by _____

Student Signature: _____

Approved / Denied - Date: _____

Head Teacher: _____

Notes

Copy to: Classroom teacher:

Student File:

PERSONAL ASSESSMENT PLANNER
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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				

TERM 4

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

ENGLISH



ENGLISH

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Visual Representation and Reflection	Imaginative Response	Comparative Essay	Examination	
Timing	Term 1 Week 9	Term 2 Week 6	Term 3 Week 8	Term 4 Week 3	
Outcomes Assessed	EN5-5C, EN5-7D	EN5-1A, EN5-3B	EN5-2A, EN5-4B EN5-6C	EN5-8D, EN5-9E	
Components					Weighting%
Multicultural Voices	25%				25%
Bildungsroman		25%			25%
Transforming Shakespeare			25%		25%
The Pitch				25%	25%
	25%	25%	25%	25%	100%

DRAMA

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Improvisation & Elements of Drama Task	Stanislavski & Realism Task	Elements of Production Portfolio	Melodrama Task	
Timing	Term 1 Week 9	Term 2 Week 7	Term 3 Week 10	Term 4 Week 4	
Outcomes Assessed	<ul style="list-style-type: none"> ▪ 5.1.1, ▪ 5.1.2 ▪ 5.3.3 	<ul style="list-style-type: none"> ▪ 5.1.3 ▪ 5.2.1 ▪ 5.3.3 	<ul style="list-style-type: none"> ▪ 5.2.2 ▪ 5.2.3 ▪ 5.3.1 	<ul style="list-style-type: none"> ▪ 5.1.4 ▪ 5.3.2 ▪ 5.3.3 	
Components					Weighting
	25%				25%
		25%			25%
			25%		25%
				25%	25%
	25%	25%	25%	25%	100%

MATHEMATICS

MATHEMATICS

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Topic Test	Investigation	Topic Test	Topic Test	
Timing	Term 1 Week 5	Term 2 Week 5	Term 3 Week 4	Term 4 Week 4	
Outcomes Assessed	NA, WM	MG, WM	SP, WM	NA, WM	
Components					Weighting%
Understanding, fluency and communicating	10%	10%	10%	10%	40%
Problem solving, reasoning and justification	15%	15%	15%	15%	60%
	25%	25%	25%	25%	100%

SCIENCE

SCIENCE

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Practical Examination and Experimental Report	Semester 1 Portfolio	Unit Assessment Quiz – Top 4 taken	Semester 2 Portfolio	
Timing	Term 1 Week 7	Compiled and completed throughout Semester 1 Final submission Term 2 Week 7	Throughout the year. Quiz at the end of each topic. Top 4 (out of 8) quiz results taken for assessment. Final submission Term 4 Week 6	Compiled and completed throughout Semester 2 Final submission Term 4 Week 6	
Outcomes Assessed	SC5-4WS, 5WS, 6WS, 7WS, 8WS	SC5-4WS, 5WS, 6WS, 7WS, 8WS, 9WS	SC5-10WS, 11WS, 12WS, 13WS, 14WS, 15WS, 16WS, 17WS	SC5-4WS, 5WS, 6WS, 7WS, 8WS, 9WS	
Components					Weighting%
Writing Scientifically	20%	20%		20%	60%
Knowledge & Understanding		10%	20%	10%	40%
	20%	30%	20%	30%	100%

MARINE & AQUACULTURE TECHNOLOGY

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Topic Test	Pollution Poster	Log Book	Yearly Examination	
Timing	Term 1 Week 9	Term 2 Week 5	Term 3 Week 9	Term 4 Week 5	
Outcomes Assessed	5.5.1, 5.5.2, 5.4.1	5.1.1, 5.2.1 5.6.2, 5.7.2	5.7.1, 5.5.1 5.2.2, 5.5.2	5.1.2, 5.3.2 5.4.1, 5.6.1	
Components					Weighting%
Knowledge & Understanding	5%	20%	5%	10%	40%
Skills of Safe Practice	20%	5%	20%	15%	60%
	25%	25%	25%	25%	100%

AGRICULTURE

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Sheep Practical Task	Steers Spectacular Presentation & Participation	Garden (Veggie) Marketing	Orchard/Worms Practical Processes	
Timing	Term 1 Week 7	Term 2 Week 2			
Outcomes Assessed	AG5.7, AG5.8 AG5.9, AG5.10 AG13, AG5.14	AG5.5, AG5.9 AG5.10, AG5,12 AG5.14	AG5.5, AG5.6 AG5.11, AG5.12 AG5.13, AG5.14	AG5.5, AG5.6 AG5.8, AG5.13 AG5.14	
Components					Weighting
Practical Skills	15%	20%	15%	10%	60%
Content Knowledge	5%	10%	15%	10%	40%
	20%	30%	30%	20%	100%

CAPPA

Creative and Performing Arts

MUSIC**2022**

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Performance in class / Listening	Performance in class / Composition	Performance in class / Listening	Performance in class / Composition	
Timing	Term 1 Week 9	Term 2 Week 5	Term 3 Weeks 9	Term 4 Week 3	
Outcomes Assessed	5.1, 5.3 5.7, 5.9	5.1, 5.2 5.4, 5.5	5.1, 5.3 5.8, 5.12	5.1, 5.4 5.7, 5.12	
Components					Weighting
Performance	15%	10%	10%	5%	40%
Composition		15%		15%	30%
Listening	15%		15%		30%
	30%	25%	25%	20%	100%

PHOTOGRAPHY & DIGITAL MEDIA

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Portfolio of work / In class written task	Portfolio of work / In class written task	Portfolio of work / In class written task	Portfolio of work / In class written task	
Timing	Term 1	Term 2	Term 3	Term 4	
Outcomes Assessed	5.2, 5.4, 5.8, 5.10	5.2, 5.4, 5.8, 5.10	5.2, 5.4, 5.8, 5.10	5.2, 5.4, 5.8, 5.10	
Components					Weighting
Making	15%	15%	15%	15%	60%
Historical/Critical Studies	10%	10%	10%	10%	40%
	25%	25%	25%	25%	100%

VISUAL ARTS

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Body of Work	Body of Work / Research Task	Body of Work	Research Task	
Timing	Term 1 Week 10	Term 2 Week 5	Term 3 Week 10	Term 4 Week 5	
Outcomes Assessed	5.1, 5.2 5.8, 5.9	5.1, 5.2 5.8, 5.9	5.1, 5.2 5.8, 5.9	5.1, 5.2 5.8, 5.9	
Components					
Making	15%	15%	15%	15%	60%
Art Criticism Theory		20%		20%	40%
	15%	35%	15%	35%	100%

VISUAL DESIGN

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Portfolio of Design briefs / Research task	Portfolio of Design briefs	Portfolio of Design briefs / Research task	Portfolio of Design briefs	
Timing	Term 1 Week 10	Term 2 Week 5	Term 3 Week 10	Term 4 Week 5	
Outcomes Assessed	5.1, 5.2 5.8, 5.9	5.1, 5.2 5.8, 5.9	5.1, 5.2 5.8, 5.9	5.1, 5.2 5.8, 5.9	
Components					
Making	15%	15%	15%	15%	60%
Art Criticism Theory	20%		20%		40%
	35%	15%	35%	15%	100%

HSIE

Human Society in It's Environment

GEOGRAPHY (Semester 1)**2022**

Task	Task 1	Task 2	Task 3	
Nature of Task	Research Report	Portfolio Task A	Yearly Examination	
Timing	Term 1 Week 5	Term 1 Week 9	Term 2 Week 5	
Outcomes Assessed	GE5.1, 5.2, 5.3 5.5, 5.7, 5.8	GE5.2, 5.4, 5.6	GE5.1, 5.2, 5.4 5.7, 5.9	
Components				Weighting
Skills	10%	15%	20%	45%
Research	20%	15%	20%	55%
	30%	30%	40%	100%

HISTORY (Semester 2)**2022**

Task	Task 1	Task 2	Task 3	
Nature of Task	Research Report	Portfolio Task	Yearly Examination	
Timing	Term 3 Week 5	Term 3 Week 9	Term 4 Week 3	
Outcomes Assessed	HT: 5.4, 5.5 5.6, 5.8, 5.9	HT: 5.1, 5.4, 5.6 5.8, 5.9	HT: 5.1, 5.3, 5.4 5.5, 5.8	
Components				Weighting
Skills	10%	15%	20%	45%
Research	20%	15%	20%	55%
	30%	30%	40%	100%

HISTORY ELECTIVE (Year 10 only)

2022

Task	Task 1		Task 2	Task 4	
Nature of Task	Research and Investigation Report	Half Yearly Examination	Case Study/ Historical Investigation	Yearly Examination	
Timing	Term 1 Week 9	Term 2 Week 5	Term 3 Week 8	Term 4 Week 3	
Outcomes Assessed	E5.1, E5.2, E5.6 E5.7, E5.8	E5.5, E5.6, E5.9	E5.1, E5.3, E5.4 E5.8, E5.10	E5.1, E5.6 E5.7	
Components					Weighting
Skills	10%	20%	15%	10%	55%
Research	15%	5%	15%	10%	45%
	25%	25%	30%	20%	100%

PD/H/PE

Personal Development, Health & Physical Education

DANCE**2022**

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Presentation of warm-up exercises, Process Diary & Performance piece	Group Composition task and documentation in Process Diary	Review of Bangarra Dance Theatre work & Performance piece	Musical Theatre, Booklet & Diorama, Process Diary and Performance	
Timing	Term 1 Week 9	Term 2 Week 7	Term 3 Week 7	Term 4 Week 6	
Outcomes Assessed	5.1.1, 5.1.2	5.2.1, 5.2.2	5.3.1, 5.3.2	5.1.3, 5.3.3	
Components					Weighting
Composition	5%	20%	5%		30%
Appreciation	5%	5%	15%	5%	30%
Performance	15%		10%	15%	40%
	25%	25%	30%	20%	100%

CHILD STUDIES

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Preparing for Parenthood Interview & Bunting	Conception to Birth Research & Group Tasks	Family Interactions PMI Chart, Speech/Video	Growth & Development Research & In class task	
Timing	Term 1 Week 8	Term 2 Week 5	Term 3 Week 8	Term 4 Week 3	
Outcomes Assessed	3.1, 3.3, 4.3	1.1, 2.2, .4.2	1.3, .3.2, 3.3	1.2, 2.2, 4.3	
Knowledge and Understanding of course content	10%	10%	10%	10%	40%
Skills in critical thinking, research methodology, analysing and communicating	15%	15%	15%	15%	60%
	25%	25%	25%	25%	100%

PDHPE

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Learning Portfolio	Performance Evaluation	Learning Portfolio including Nutrition and Invasion Games	Yearly Examination	
Timing	Semester 1 Ongoing	Term 2 Weeks 6	Term 3 Weeks 9	Term 3 Week 8	
Outcomes Assessed	5.2, 5.4	5.5, 5.3	5.10, 5.11	5.8	
Components					Weighting
Knowledge & Understanding	10%	5%	15%	20%	50%
Skills	10%	15%	15%	10%	50%
	20%	20%	30%	30%	100%

PHYSICAL ACTIVITY & SPORTS STUDIES

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Exam	Design and conduct a Fitness Circuit	Case Study	SEPEP	
Timing	Term 1 Week 8	Term 2 Week 5	Term 3 Weeks 6	Term 4 Week 6	
Outcomes Assessed	5.1, 5.9	5.2, 5.7	5.3, 5.4	5.5, 5.8	
Components					Weighting
Knowledge & Understanding	15%	10%	15%	10%	50%
Skills in critical thinking, research methodology, analysing & communicating	10%	15%	10%	15%	50%
	25%	25%	25%	25%	100%

TAS

Technology & Applied Studies

FOOD TECHNOLOGY

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Food Blog	Theory/Prac	Food Product Folio	Theory/Prac	
Timing	Term 1 Week 8	Term 2 Week 5	Term 3 Week 8	Term 4 Week 3	
Outcomes Assessed	FT5.1, FT5.2, FT5.5 FT5.6, FT5.7, FT5.8 FT5.9, FT5.10, FT5.11, FT5.12, FT5.13	FT5.1, FT5.2, FT5.5 FT5.6, FT5.7, FT5.8 FT5.9, FT5.10, FT5.11, FT5.12, FT5.13	FT5.1, FT5.2, FT5.5 FT5.7, FT5.8 FT5.9, FT5.10, FT5.11, FT5.12, FT5.13	FT5.1, FT5.2, FT5.5 FT5.6, FT5.7, FT5.8 FT5.9, FT5.10, FT5.11, FT5.12, FT5.13	
Components					Weighting%
Food in Australia	20%				20%
Food Equity		30%			30%
Food Product Development			30%		30%
Food Selection and Health				20%	20%
	20%	30%	30%	20%	100%

INDUSTRIAL TECHNOLOGY

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Semester 1 Assignment WHS	Semester 1 Project/Portfolio	Yearly Examination	Semester 2 Project/Portfolio	
Timing	Term 1 Week 9	Term 2 Week 5	Term 3 Week 8	Term 4 Week 3	
Outcomes Assessed	IND5.1	IND5.1, IND5.2 IND5.3, IND5.5 IND5.6	IND5.1, IND5.2 IND5.5	IND5.1, IND5.2 IND5.3, IND5.5 IND5.6, IND5.8 IND5.9, IND5.10	
Components					Weighting
Practical Workshop Skills & Development		30%		30%	60%
Theory Folio design, management and communication		10%		10%	20%
Industry related technologies and processes	10%		10%		20%
	10%	40%	10%	40%	100%

TEXTILE TECHNOLOGY

2022

Task	Task 1	Task 2	Task 3	Task 4	
Nature of Task	Non-apparel Item & Inspiration Folio	Costume Item & Visual Design Folio	Apparel Item & Evidence Folio	Skills Folder	
Timing	Term 1 Week 10	Term 2 Week 6	Term 4 Week 4	Term 4 Week 1/2	
Outcomes Assessed	TEX5.1, TEX5.2 TEX5.5, TEX5.6, TEX5.9, TEX5.10 TEX5.11	TEX5.2, TEX5.4 TEX5.5, TEX5.8, TEX5.9, TEX5.10 TEX5.11, TEX5.12	TEX5.2, TEX5.3 TEX5.4, TEX5.5 TEX5.6, TEX5.8, TEX5.10 TEX5.11, TEX5.12	TEX5.1, TEX5.2, TEX5.3, TEX5.6 TEX5.7, TEX5.10, TEX5.11, TEX5.12	
Components					Weighting
Design	10%	10%	10%	10%	40%
Properties & Performance of Textiles	5%	10%	10%	10%	35%
Textiles & Society		5%	10%	10%	25%
	15%	25%	30%	30%	100%