



EMMANUEL
ANGLICAN
COLLEGE

Learning ~ Living ~ Leading

YEAR 11 STUDENT HANDBOOK



Our Purpose

We seek to grow each student to become a person of character who is inspired by excellence and adaptability, whose life is modelled on that of Jesus, and who, through courage, creativity, compassion and citizenship, strives to create a better world.

enquiries@eac.nsw.edu.au

+61 (0)2 6681 5054

CRICOS Provider Code 02449F

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SECTION 1: THE YEAR 11 PRELIMINARY COURSE

1.1 Introduction

Stage Six is divided into two components:

- **The Year 11 Preliminary Course** *and*
- **The Year 12 Higher School Certificate Course**

The purpose of the Preliminary Course is to help students develop the skills necessary to perform in the assessment tasks and examinations of the Year 12 Higher School Certificate (HSC) Course. The Preliminary Course is regarded as “assumed knowledge” which has been covered by all Year 12 HSC candidates.

1.2 Satisfactory Completion of a Course

Satisfactory completion of the Preliminary Course is a prerequisite for entry into a Year 12 HSC Course. This means that a student must satisfactorily complete the Preliminary Course in a subject before he or she may attempt the Year 12 HSC Course.

All Preliminary Course work is to be completed in order to gain a **Preliminary Course Record of Achievement**.

The NSW Education Standards Authority (NESA) states that a student will be considered to have satisfactorily completed a course if there is sufficient evidence of a student:

- following the course developed or endorsed by NESA;
- applying themselves with diligence and sustained effort to the set tasks and experiences provided in the course by the school;
- achieving some or all of the outcomes of the course.

A student will be considered to have satisfactorily completed a course if they:

- make a genuine attempt to complete course requirements.
- make a serious attempt at all class work.
- make a genuine attempt in all assessment tasks.
- make a genuine attempt to successfully complete all modules in competency - based courses.
- complete the work placement component of Vocational Education & Training courses.

SECTION 2: ASSESSMENT POLICIES AND PROCEDURES

2.1 Introduction

This Section provides information relating to the formal assessment program associated with each Preliminary course delivered at the College. Assessment arrangements and the construction of assessment tasks occurs within a framework of NESA directives and directions contained in course syllabus documents and College policy. While syllabus directives govern the general nature, frequency and weighting of assessment tasks administered in each course, the precise form of each task is determined by College staff. The College supports the NESA recommendation of three assessment tasks per Preliminary course and subject specific task types; however, the exact nature of these tasks is ultimately the decision of the relevant teacher and Leader of Curriculum.

2.2 Specific Tasks Details and Timings

An Assessment Schedule will be published for each Preliminary course delivered by the College. Each schedule provides information about;

- the precise nature of each assessment task
- the areas of the syllabus addressed by the task
- the course outcomes to be demonstrated in completing the task
- the percentage contribution of the task to the student's final Year 11 Internal Assessment Mark

The precise dates for the administering or submission of assessment tasks can be found on the Notice of Assessment provided to students and the College's Calendar of events.

2.3 Satisfactory Completion of a Course Assessment Program

A student is required to satisfactorily complete all facets of the Internal Assessment Program for that course. *Satisfactory completion* means that the student makes a serious attempt at each task and demonstrates achievement of at least some of the outcomes associated with each task. Failure to complete the assessment program for a course will result in the student receiving a 'Non Completion of a Course' Determination (N Determination). Courses which were not satisfactorily completed will not be printed on the student's Record of School Achievement. This can result in a student not meeting the pattern of study requirements to progress to the Year 12 Course.

2.4 Notification of Assessment Tasks

Students will receive formal notice of an Assessment Task a minimum of 20 school days prior to the due date. This notification will include the following;

- Task Number
- Percentage contribution of the task to the final weighted assessment score
- General nature of the task
- Date on which the task is to be administered or submitted
- Procedure for submission
- Outcomes targeted
- Additional task detail, as appropriate
- Marking criteria and scale, as appropriate

2.5 Submission of Assessment Tasks

Assessment tasks are to be submitted in accordance with the expectations outlined within the Assessment Notification handout. This will specify whether submission will be in hard copy to the teacher or electronically through Google Classroom. Submission should follow these instructions unless prior arrangement has been made with the teacher or Curriculum Leader.

If a specific due time is not specified on the Notice of Assessment, the task is due before 9.00 am on the due date of the task.

2.6 Feedback on Completed Tasks

Once an assessment task is marked / graded, it will be returned to the student with meaningful written feedback in relation to the outcomes assessed. Tasks will be returned within a period of two school weeks.

2.7 Non-Submission of Assessment Tasks

Non-submission of a task can have serious implications on a student's completion of a course and therefore the attainment of the Award of the Higher School Certificate. Students who do not submit a task and have not been granted Special Consideration will receive a "Non-Completion of Course Determination (N) Warning Letter" or in the case of an ongoing issue may receive notification of a "Non-Completion of Course Determination" (N) (See Section 2.11 Warnings to Students).

2.8 Special Consideration

No allowance can be made for a student who is absent from a task or who does not submit a task on the due date at the specified time **unless Special Consideration has been applied for and granted**. A Request for "Special Consideration" can be made by completing the Special Consideration form and submitting it with the relevant supporting documentation for consideration by the Assessment Review Panel. Requests for Special Consideration must be submitted prior to the assessment task due date or, in case of student absence or misadventure, within **TWO DAYS** of the student's return to school. **Do not assume Special Consideration will automatically be granted.**

The Assessment Review Panel will consider the request, including relevant documentation, and advise the student and relevant staff of the decision to either support or decline the request. In doing so they will also give advice on the follow up to their decision which may include;

- rescheduling of the task;
- sitting an alternative task;
- an extension of time;
- a penalty or reduced penalty;
- a notification that a "N Warning Letter" is to be issued;
- an estimate of performance or
- another action that is considered appropriate.

2.8a Illness

A student who is unable to attend school on the day of an Assessment Task may submit a Request for Special Consideration form supported by a Doctor's Certificate, stating the doctor has seen the student and certifies that the student is unfit to attend school for a continuous period from the date of the visit to the date of the task. Doctor's Certificates from a relative of the student will not be accepted.

2.8b Misadventure / Special Circumstances

A student who is unable to attend or submit an Assessment Task on the due date for reasons other than illness may submit a Request for Special Consideration. If Request for Special Consideration is granted no penalties will apply.

Note: Computer downtime, printer failure or other such technological difficulties will not represent grounds for Special Consideration. Students are encouraged to produce updated hard copy or back-ups each time they work on an Assessment Task.

2.8c Special Consideration Forms

Forms for applying for Special Consideration for Illness / Misadventure are provided on the EAC Website. Direct links to these forms are below:

- [Special Consideration Request \(Single Subject\)](#)
- [Special Consideration Request \(Multiple Subjects\)](#)
- [Illness Supporting Documentation \(Section B\)](#)
- [Independent Evidence of Misadventure \(Section C\)](#)

2.9 Late Submission of Assessment Tasks

A student who submits an Assessment Task after the published submission time will incur a mark reduction penalty unless they request and are granted Special Consideration.

- If the task is submitted late but within 24 hours of the published submission time the penalty is 25% of total value of the task.
- If the task is submitted more than 24 hours late but less than 48 hours after the published submission time the penalty is 50% of total value of the task.
- If the task is submitted more than 48 hours late but less than 72 hours after the published submission time the penalty is 75% of total value of the task.
- If the task is submitted more than 72 hours after the published submission time then a mark of zero will be awarded.

Note: Weekends will count as two days for the purpose of penalties.

Note: It is possible that a late penalty (either 25%, 50% or 75%) may extinguish all of the marks achieved by the student for the task.

2.10 Unfair Advantage and Malpractice

Unfair advantage arises from any activity that a student undertakes that undermines the fair and equal nature of an assessment task and/or advantages or disadvantages one or more students undertaking the same task.

The most common way that an unfair advantage may arise is through malpractice. Malpractice occurs when work submitted by a student is not wholly his/her own. Examples of malpractice include:

- Copying part or all of the work of another student; or your own work from another task and/or subject
- Allowing another student to copy part or all of an Assessment Task;
- Gaining direct assistance from a third party in the completion of an Assessment Task;
- Plagiarism i.e. copying part of a piece of work from another source without acknowledging the author/creator of that source;
- Allowing another person to complete some or all of an Assessment Task;
- Misconduct in an examination including accessing unauthorised materials or equipment during an examination;
- Infringing copyright; and
- Using artificial intelligence to develop part or all of the task.

Unfair Advantage may take many forms and the Director of Teaching and Learning will review each situation on a case by case basis. Possible examples of gaining an Unfair Advantage include falsifying of documentation to gain Special Consideration and if students absent themselves from programmed classes and/or school activities such as carnivals etc. to study, prepare for or complete an Assessment Task.

Students, teachers and examination supervisors who are concerned about an issue of Unfair Advantage or Malpractice are to report this to the relevant Leader of Curriculum or Director of Teaching and Learning. The issue will be referred to the Director of Teaching and Learning for investigation and consideration. When the Director of Teaching and Learning is satisfied that Unfair Advantage or Malpractice has occurred, sanctions will be imposed on the student(s) concerned, including a reduced or zero score for the relevant task.

2.11 Warnings to Students

If a student fails to submit a serious attempt of an Assessment Task or is at risk of not meeting the requirements for a course, the Curriculum Leader will, in accordance with NESA requirements, notify the student and their parents. This is done in writing by emailing a Non Completion of Course Determination (N) Warning Letter to the student's parents or guardians. It is essential that the student address the "Action Required" in this letter within the time designated.

Failure to address the "Action Required" by a Warning Letter will result in a second warning letter being issued. This letter will also contain an "Action Required" and a timeframe in which this action must be completed. Failing to address this requirement will make the student ineligible for the Principal's determination of Satisfactory Completion of that course, in which case the student would receive a Non Completion of Course Determination (N) determination for that particular course. A Non Completion of Course Determination will mean that the relevant course is not listed on the student's Record of Achievement and this may make the student ineligible to progress to the Year 12 Higher School Certificate Course.

2.12 Internal Students Appeals

At times, students will want to appeal the result awarded on an Assessment Task.

Appeals by students need to be lodged in writing within one week of the return of the Assessment Task with the Subject Teacher or relevant Leader of Curriculum who will refer it on to the Director of Teaching and Learning.

The review will focus on the documentation, procedures and process that underpin the validity of the Assessment Task. – e.g. marking has taken place in accordance with the marking criteria etc.

The student will receive written feedback, from the Director of Teaching and Learning, in relation to the outcome of the appeal.

2.13 Student Appeals Regarding N Determinations

A student who wishes to appeal against the "N" determination awarded in any subject should submit a written appeal, together with evidence, to the Principal in accordance with NESA guidelines.

2.14 Assessment and Reporting of Externally Provided Courses

Students are able to access a broad range of courses offered by NESA Registered and Accredited Providers in order to broaden their Pattern of Study. This includes TVET Courses, Distance Education, Traineeships and university based courses.

Students can elect to enroll in up to four units of courses provided by an External Provider but must ensure that at all times more than 50% of their Pattern of Study consists of courses delivered by the College.

Students seeking learning and assessment materials or advice about course content and requirements must liaise directly with the teacher of the course and the External Provider delivering the course. This includes when a student may be undertaking a course externally that is currently offered by the College.

Students must note that the College has no involvement in the assessment policies, procedures and requirements relating to externally delivered courses. The College will support students with advice and administrative requirements of externally provided courses where appropriate.

Students are advised to ensure they understand the assessment policies, procedures and requirements relating to courses undertaken externally. This advice will be available from the External Provider. In particular, students are to note that each External Provider will have its own procedures relating to special consideration, illness and misadventure. A student seeking special consideration for a course component relating to an externally provided course, must deal directly with the External Provider. EAC has no role or jurisdiction in relation to the requirements of externally delivered courses.

Each External Provider will provide the student with formal reports detailing the student's achievement in the Course. The College does not report on student progress in externally delivered courses and does not provide awards for achievement in such courses. If reports and awards are delivered to the College, they will be passed onto the student.

[2.15 Reservation](#)

Emmanuel Anglican College reserves the right to amend the provisions in this document at any time. Appropriate notice will be provided of any such amendments.

SECTION 3: 2023 ASSESSMENT CALENDAR

Subject	Task No.	Term	Week	Description	Task Type
CAFS	1	1	8	Research Task	In Class / Take Home
Economics	1	1	8	Essay	In Class / Take Home
Ext1 Mathematics	1	1	8	Assignment	In Class
PDHPE	1	1	9	Topic Test	In Class
Ancient History	1	1	9	Group PBL	Take home
Drama	1	1	9	Group Performance & Logbook	In Class / Take Home
Biology	1	1	9	Fieldwork report	In Class / Take Home
Legal Studies	1	1	9	Topic Test	In Class
Physics	1	1	9	Skills Test	In Class
SLR	1	1	9	Resistance Training Plan	In Class / Take Home
Std Mathematics	1	1	10	Class Test	In Class
Adv Mathematics	1	1	10	Class Test	In Class
Business Studies	1	1	10	Media File & Essay	In Class / Take Home
Adv English	1	1	11	Writing Portfolio with reflection	In Class / Take Home
Visual Arts	1	1	11	Drawing Project + VAPD	Take Home
Std English	1	1	11	Writing Portfolio with reflection	In Class / Take Home
Engineering Studies	1	2	1	Research Report and Test	Take Home
Ext English	1	2	1	Creative Composition and Reflection	In Class / Take Home
Modern History	1	2	3	Essay	Take Home
ITT	1	2	3	Folio Project	In Class / Take Home
ITM	1	2	3	Folio Project	In Class / Take Home
PDM	1	2	4	Oral Presentation	In class
Chemistry	1	2	4	Practical Test	In Class
Music	1	2	4	Performance and Portfolio	In Class / Take Home
Ancient History	2	2	6	Magazine article	In class
Ext Mathematics	2	2	7	Investigation	Take Home
Adv Mathematics	2	2	8	Investigation Hand In	In Class / Take Home
Std Mathematics	2	2	8	Statistical Investigation	Take Home
Legal Studies	2	2	8	Take Home Essay	Take Home
Adv English	2	2	9	Multimodal Presentation with Reflection	In Class / Take Home
Std English	2	2	9	Multimodal presentation with Reflection	In Class / Take Home
SLR	2	2	9	Physical Fitness	In Class / Take Home
Modern History	2	2	10	Historical Investigation Presentation	Take Home
PDHPE	2	2	10	Video Analysis	In Class
Economics	2	2	10	Research Report	In Class / Take Home
Visual Arts	2	2	10	Modernism Project + VAPD	Take Home
Physics	2	3	1	Depth Study	In Class / Take Home
Drama	2	3	1	Design Project & Written	In Class / Take Home

Subject	Task No.	Term	Week	Description	Task Type
Engineering Studies	2	3	1	Engineering Report	Take Home
Biology	2	3	1	Depth Study	In Class / Take Home
PDM	2	3	2	PPD Progress Assessment	Take Home
Chemistry	2	3	2	Depth Study	In Class / Take Home
Music	2	3	3	Composition, Viva Voce and Portfolio	In Class / Take Home
Ext English	2	3	3	Independent Research Project & Multi Modal Presentation	Take Home
Ancient History	3	3	4	Historical Investigation	Take Home
CAFS	2	3	4	Extended Response & Presentation	In Class / Take Home
Business Studies	2	3	6	Business Plan	In Class / Take Home
ITT	2	3	7	Folio Project	In Class / Take Home
ITM	2	3	7	Folio Project	In Class / Take Home
Adv English	3	3	8	Examination	In Class
Std English	3	3	8	Examination	In Class
Adv Mathematics	3	3	8	Exam Block	In Class / Take Home
Std Mathematics	3	3	8	Preliminary HSC Examination	In Class
Engineering Studies	3	3	8	Preliminary HSC Examination	In Class
Modern History	3	3	8	Source Study	In Class
PDHPE	3	3	8	Preliminary HSC Examination	In Class
CAFS	3	3	8	Preliminary HSC Examination	In Class
Drama	3	3	8	Monologue & Logbook	In Class / Take Home
Chemistry	3	3	8	End of Course Examination	In Class
Economics	3	3	8	End of Course Examination	In Class
ITT	3	3	8	End of Course Examination	In Class
Visual Arts	3	3	8	End of Course Examination	In Class
Music	3	3	8	End of Course Examination	In Class
Biology	3	3	8	End of Course Examination	In Class
ITM	3	3	8	End of Course Examination	In Class
Legal Studies	3	3	8	End of Course Examination	In Class
Physics	3	3	8	End of Course Examination	In Class
SLR	3	3	8	End of Course Examination	In Class
Ext Mathematics	3	3	8	End of Course Examination	In Class
Ext English	3	3	8	End of Course Examination	In Class
Business Studies	3	3	8	End of Course Examination	In Class
PDM	3	3	9	Arranged Image Assessment	Take Home

SECTION 4: 2023 COURSE ASSESSMENT SCHEDULES

3.1 Ancient History

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 9	Term 2, Week 6	Term 3, Week 5	
	Task: Group PBL	Task: Magazine Article	Task: Historical Investigation	
Outcomes Assessed	AH 11-6, AH 11-9, AH11-10	AH11-1, AH11-2, AH11-4, AH11-5, AH11-6, AH11-9	AH11-1, AH11-3, AH11-6, AH11-7, AH11-8, AH11-9	
Knowledge and Understanding of course Content	10%	20%	10%	40%
Historical Skills in the analysis and Evaluation of Sources and Interpretations	10%	5%	5%	20%
Historical Inquiry and Research	5%	5%	10%	20%
Communication of Historical Understanding in Appropriate Forms	5%	10%	5%	20%
TASK VALUE	30%	40%	30%	100%

3.2 Biology

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 2, Week 2	Term 3, Week 1	Term 3, Week 8	
	Task: Report	Task: Depth Study	Task: End of Course Examination	
Outcomes Assessed	BIO11-1, BIO11-2, BIO11-3, BIO11-4, BIO11-7, BIO11-11	BIO11-1, BIO11-2, BIO11-3, BIO11-4, BIO11-5, BIO11-6, BIO11-7, BIO11-8, BIO11-9, BIO11-10, BIO11-11	All outcomes	
Skills in Working Scientifically	20%	30%	10%	60%
Knowledge and understanding	10%	10%	20%	40%
Totals	30%	40%	30%	100%

3.3 Business Studies

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 10	Term 3, Week 6	Term 3, Week 8	
	Task: Nature of business Media file and in-class essay	Task: Business planning Business plan presentation for a SME	Task: End of Course Examination	
Outcomes Assessed	P2, P7, P9	P1, P3, P6, P8, P9	P1, P2, P3, P4, P5, P6, P10	
Knowledge and understanding of course content	10%	10%	20%	40%
Stimulus-based skills	0%	0%	20%	20%
Inquiry and research	5%	15%	0%	20%
Communication of business information, ideas and issues in appropriate forms	10%	10%	0%	20%
Totals	25%	35%	40%	100%

3.4 Community and Family Studies

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 8	Term 3, Week 4	Term 3, Week 8	
	Task: Resource Management	Task: Families and Communities/Individuals and Groups	Task: End of Course Examination	
Outcomes Assessed	P1,1 P1.2, P4.2, P5.1, P6.1	P2.3, P3.1, P3.2, P4.1, P4.2	P1.1 - P6.2	
Knowledge and understanding of course content	15%	15%	10%	40%
Skills in critical thinking, research methodology, analysing and communicating	20%	20%	20%	60%
Totals	35%	35%	30%	100%

3.4 Chemistry

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 2, Week 4	Term 3, Week 2	Term 3, Week 8	
	Task: Practical Test	Task: Depth Study	Task: End of Course Examination	
Outcomes Assessed	CH11-2, CH11-3, CH11-5, CH11-7, CH11-8, CH11-9	CH11-1, CH11-2, CH11-3, CH11-4, CH11-5, CH11-7, CH11-9	CH11-5, CH11-6, CH11-7, CH11-8, CH11-9, CH11-10, CH11-11	
Skills in Working Scientifically	20%	30%	10%	60%
Knowledge and understanding	10%	10%	20%	40%
Totals	30%	40%	30%	100%

3.5 Drama

Syllabus Components	Task 1	Task 3	Task 2	Weighting (%)
	Term 1, Week 10	Term 3, Week 1	Term 3, Week 8	
	Task: Improvising, Acting and Playbuilding Group Performance and Logbook	Task: Elements of Production in Performance Design Project and DIR Vision	Task: Theatrical Traditions and Performance Styles Performance and Logbook	
Outcomes Assessed	P1.1, P1.2, P1.5, P2.1, P3.1	P1.4, P1.6, P2.2, P2.3, P3.2	P1.3, P2.4, P3.3	
Making P1.1, P1.2, P1.3, P1.4, P1.5, P1.6	15%	15%	10%	40%
Performing P2.1, P2.2, P2.3, P2.4	10%	10%	10%	30%
Critically Studying P3.1, P3.2, P3.3	10%	10%	10%	30%
Totals	35%	35%	30%	100%

3.6 Economics

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 8	Term 2, Week 10	Term 3, Week 8	
	Task: Essay	Task: Research Report	Task: End of Course Examination	
Outcomes Assessed	P1, P2, P8, P9, P10, P11	P3, P5, P6, P8, P9, P10,P12	P1, P2, P3, P4, P5, P6, P7, P8, P10, P11	
Knowledge and understanding of course content	10%	10%	20%	40%
Stimulus-based skills	0%	10%	10%	20%
Inquiry and research	5%	15%	0%	20%
Communication of business information, ideas and issues in appropriate forms	10%	0%	10%	20%
Totals	25%	35%	40%	100%

3.6 Engineering Studies

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 2 Week 1	Term 3 Week 1	Term 3 Week 8	
	Task: Research Report	Task: Braking Systems Report and Test	Task: End of Course Examination	
Outcomes Assessed	P2.2, P3.2, P4.2, P4.3, P6.1	P2.1, P3.1, P3.2, P3.3, P4.1, P4.3, P5.1, P6.2	All Preliminary Outcomes	
Knowledge and Understanding	15%	15%	30%	60%
Problem Solving and Communication	15%	15%	10%	40%
TASK VALUE %	30%	30%	40%	100%

3.7 English (Advanced)

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 11	Term 2, Week 9	Term 3, Week 8	
	Task: Reading to Write (Common Task) Portfolio of texts with Reflection	Task: Critical Study Multimodal Presentation with Reflection	Task: End of Course Examination	
Outcomes Assessed	EA11-3, EA11-4, EA11-5, EA11-9	EA11-1, EA11-2, EA11-3, EA11-7, EA11-9	EA11-1, EA11-2, EA11-3, EA11-5, EA11-6, EA11-8	
Skills in responding to texts and communication of ideas appropriate to audience, purpose and context across all modes	15%	20%	15%	50%
Knowledge and understanding of course content	15%	15%	20%	50%
Totals	30%	35%	35%	100%

3.8 English (Standard)

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 11	Term 2, Week 9	Term 3, Week 8	
	Task: Reading to Write (Common Task) Writing Portfolio with Reflection	Task: Contemporary Possibilities Multimodal Presentation with Reflection	Task: End of Course Examination	
Outcomes Assessed	EN11-3, EN11-4, EN11-5, EN11-9	EN11-1, EN11-2, EN11-3, EN11-5, EN11-6, EN11-7	EN11-1, EN11-3, EN11-5, EN11-6, EN11-8	
Skills in responding to texts and communication of ideas appropriate to audience, purpose and context across all modes	15%	20%	15%	50%
Knowledge and understanding of course content	15%	15%	20%	50%
Totals	30%	35%	35%	100%

3.9 English (Extension 1)

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 2, Week 1	Term 3, Week 3	Term 3, Week 8	
	Task: Creative Composition and Reflection	Task: Independent Research Project Multimodal Presentation	Task: End of Course Examination	
Outcomes Assessed	EE11-2, EE11-3, EE11-6	EE11-1, EE11-2, EE11-3, EE11-4, EE11-5	EE11-1, EE11-2, EE11-3, EE11-5	
Skills in responding to texts and communication of ideas appropriate to audience, purpose and context across all modes	20%	15%	15%	50%
Knowledge and understanding of course content	15%	20%	15%	50%
Totals	35%	35%	30%	100%

3.10 Hospitality - SIT 20421 Certificate II in Cookery

Unit of Competency	Task Type	Due
SITXWHS005 Participate in safe work practices	Questioning	Term 1
SITXFSA005 Use hygienic practices for food safety	Role Play	
	Written Test	
	Observation Of Practical Work	
SITHCCC023 Use food preparation equipment	Work Placement Activities	Term 1 & 2
	Portfolio	
	Observation Of Practical Work	
	Practical Project	
SITHCC024 Prepare and present simple dishes	Work Placement Activities	Term 1 & 2
	Written Test	
	Presentation Using Oral/Digital Media	
	Practical Project	
SITHKOP009 Clean kitchen premises and equipment	Work Placement Activities	Term 1, 2 & 3
	Portfolio	
	Observation Of Practical Work	
	Practical Project	
SITXCCS011 Interact with customers	Work Placement Activities	Term 3
	Portfolio	
	Observation Of Practical Work	
	Practical Project	
SITXCOM007 Show social and cultural sensitivity	Work Placement Activities	Term 3
	Portfolio	
	Self-Assessment Reflection	
	Observation Of Practical Work	
	Practical Project	
SITHCCC027 Prepare dishes using basic methods of cookery	Work Placement Activities	Term 4
	Portfolio	
	Observation Of Practical Work	
	Practical Project	
SITXINV006* Receive, store and maintain stock	Work Placement Activities	Term 4
	Presentation Using Oral/Digital Media	
	Observation Of Practical Work	
	Practical Project	

* Students will be required to participate in 6 school based catering functions throughout the year.

* Students will be required to participate in 70 hours of work placement (35 hrs term 2 & 35 hrs Term 4).

3.11 Industrial Technology (Multimedia)

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 2, Week 3	Term 3, Week 7	Term 3, Exam Block	
	Task: Design Project	Task: Design Project	Task: End of Course Examination	
Outcomes Assessed	P1.2, P2.1, P2.2, P3.1, P3.2, P3.3, P4.1, P4.2, P4.3, P5.1, P5.2, P6.2	P1.1, P1.2, P2.1, P2.2, P3.1, P3.2, P3.3, P4.1, P4.2, P4.3, P5.1, P5.2, P6.2, P7.1, P7.2	P1.1, P1.2, P3.1, P5.1, P6.1, P6.2, P7.1, P7.2	
Knowledge and understanding of the organisation and management of, and manufacturing processes and techniques used by, the focus area.	10%	10%	20%	40%
Knowledge, skills and understanding in designing, managing, problem-solving, communicating and the safe use of manufacturing processes and techniques in the production of projects	15%	25%	20%	60%
Totals	25%	35%	40%	100%

3.12 Industrial Technology (Timber)

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 2, Week 3	Term 3, Week 7	Term 3, Exam Block	
	Task: Design Project	Task: Design Project	Task: End of Course Examination	
Outcomes Assessed	P1.2, P2.1, P2.2, P3.1, P3.2, P3.3, P4.1, P4.2, P4.3, P5.1, P5.2, P6.2	P1.1, P1.2, P2.1, P2.2, P3.1, P3.2, P3.3, P4.1, P4.2, P4.3, P5.1, P5.2, P6.2, P7.1, P7.2	P1.1, P1.2, P3.1, P5.1, P6.1, P6.2, P7.1, P7.2	
Knowledge and understanding of the organisation and management of, and manufacturing processes and techniques used by, the focus area.	10%	10%	20%	40%
Knowledge, skills and understanding in designing, managing, problem-solving, communicating and the safe use of manufacturing processes and techniques in the production of projects	25%	25%	10%	60%
Totals	35%	35%	30%	100%

3.14 Legal Studies

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 9	Term 2, Week 7	Term 3, Week 8	
	Task: Class Test	Task: Technology Essay	Task: End of Course Examination	
Outcomes Assessed	P1, P2, P3, P5, P6, P9	P2, P3, P4, P6, P7, P8, P10	P1, P2, P5, P6, P7, P9	
Knowledge and understanding of course content	25%	0%	35%	60%
Analysis and Evaluation	0%	10%	0%	10%
Inquiry and Research	0%	10%	0%	10%
Communication of Legal Studies information, ideas and issues in appropriate forms	5%	10%	5%	20%
Totals	30%	30%	40%	100%

3.15 Mathematics (Advanced)

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 10	Term 2, Week 8	Term 3, Week 8	
	Task: Class Test	Task: Investigation	Task: End of Course Examination	
Outcomes Assessed	MA11-1, MA11-2, MA11-9	MA11-1, MA11-2, MA11-3, MA11-4, MA11-5, MA11-8, MA11-9	MA11-1, MA11-2, MA11-3, MA11-4, MA11-5, MA11-6, MA11-7, MA11-8, MA11-9	
Concepts, skills and techniques Use of concepts, skills and techniques to solve mathematical problems in a wide range of theoretical and practical contexts	15%	10%	25%	50%
Reasoning and communication Application of reasoning and communication in appropriate forms to construct mathematical arguments and proofs and to interpret and use mathematical models	15%	20%	15%	50%
Totals	30%	30%	40%	100%

3.16 Mathematics (Extension 1)

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 10	Term 2, Week 7	Term 3, Week 8	
	Task: Investigation (Combinatorics)	Task: Class Test (Polynomials, Functions)	Task: End of Course Examination	
Outcomes Assessed	ME11-5, ME11-6, ME11-7	ME11-1, ME11-2, ME11-7	ME11-1, ME11-2, ME11-3, ME11-4, ME11-5, ME11-7	
Concepts, skills and techniques Use of concepts, skills and techniques to solve mathematical problems in a wide range of theoretical and practical contexts	10%	15%	25%	50%
Reasoning and communication Application of reasoning and communication in appropriate forms to construct mathematical arguments and proofs and to interpret and use mathematical models	20%	15%	15%	50%
Totals	30%	30%	40%	100%

3.17 Mathematics (Standard)

Syllabus Components	Task 1	Task 2	Task 4	Weighting (%)
	Term 1, Week 10	Term 2, Week 8	Term 3, Week 8	
	Task: Class Test	Task: Statistical Investigation	Task: End of Course Examination	
Outcomes Assessed	MS11-1, MS11-2, MS11-3, MS11-5, MS11-6 , MS11-10	MS11-2, MS11-7, MS11-9, MS11-10	MS11-1, MS11-2, MS11-3, MS11-4, MS11-5, MS11-6, MS11-7, MS11-8, MS11-9, MS11-10	
Understanding, fluency and communication	20%	10%	20%	50%
Problem solving, reasoning and justification	10%	20%	20%	50%
Totals	30%	30%	40%	100%

3.18 Modern History

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 2, Week 3	Term 2, Week 10	Term 3, Week 8 EXAM BLOCK	
	Task: Essay Investigating Modern History (Case Studies)	Task: Research and presentation Historical Investigation	Task: Source study Historiography and Sources The Shaping of the Modern World	
Outcomes Assessed	MH11-6 MH11-7 MH11-9 MH11-10	MH11-5 MH11-6 MH11-7 MH11-8 MH11-9	MH11-5 MH11-6 MH11-7 MH11-8 MH11-9	
Knowledge and understanding of course content	20%	0%	20%	40%
Historical skills in the analysis and evaluation of sources and interpretations	5%	5%	10%	20%
Historical inquiry and research	0%	15%	5%	20%
Communication of historical understanding in appropriate forms	5%	10%	5%	20%
Totals	30%	30%	40%	100%

3.19 Music

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 2, Week 4	Term 3, Week 3	Term 3, Week 8	
	Task: Performance and Portfolio	Task: Composition Viva Voce and Portfolio	Task: Aural Examination	
Outcomes	P1, P2, P4, P5, P6, P7, P9, P10, P11	P2, P3, P4, P5, P6, P7, P8, P10, P11	P4, P6, P7, P10, P11	
Performance	25%	0%	0%	25%
Composition	0%	25%	0%	25%
Musicology	10%	15%	0%	25%
Aural	5%	0%	20%	25%
Totals	40%	40%	20%	100%

3.20 Personal Development, Health and Physical Education

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 9	Term 2, Week 10	Term 3, Week 8	
	Task: Health Issues for Young People Case Study	Task: Biomechanics Video Analysis	Task: End of Course Examination	
Outcomes Assessed	P1, P2, P3, P4, P5, P6, P15, P16	P7, P8, P9, P10, P11, P16, P17	P1- P12, P14- P17	
Knowledge and understanding of: <ul style="list-style-type: none"> • factors that affect health • the way the body moves 	15%	10%	15%	40%
Skills in: <ul style="list-style-type: none"> • influencing personal and community health • taking action to improve participation and performance in physical activity. • skills in critical thinking, research and analysis 	20%	20%	20%	60%
Totals	35%	30%	35%	100%

3.21 Photography and Digital Media

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 2, Week 4	Term 3, Week 2	Term 3, Week 9	
	Task: Oral Presentation	Task: PPD Progress of Individual Project	Task: The Arranged Image	
Outcomes Assessed	CH1, CH2, CH3, CH4, CH5	M1, M2, M3, M4, M5	M1, M2, M3, M4, M5	
Making	0%	30%	40%	70%
Critical and historical studies	30%	0%	0%	30%
Totals	30%	30%	40%	100%

3.22 Physics

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 9 Friday Double	Term 3, Week 1	Term 3, Week 8	
	Task: Skills Test Kinematics	Task: Depth Study Research and Presentation Waves and Thermodynamics	Task: End of Course Examination	
Outcomes Assessed	PH11-1, PH11-2, PH11-3, PH11-4, PH11-5, PH11-6, PH11-7, PH11-8	PH11-1, PH11-2, PH11-3, PH11-4, PH11-5, PH11-7, PH11-10	PH11-1, PH11-4, PH11-5, PH11-6, PH11-7, PH11-8, PH11-9, PH11-10, PH11-11	
Skills in Working Scientifically	20%	30%	10%	60%
Knowledge and understanding	10%	10%	20%	40%
Totals	30%	40%	30%	100%

3.23 Sports, Lifestyle and Recreation

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 9	Term 2, Week 9	Term 3, Week 8	
	Task: Games and Sports Application	Task: Physical Fitness	Task: End of Course Examination	
Outcomes Assessed	1.1, 1.3, 2.1, 3.1, 3.2, 4.1, 4.4	1.1, 1.3, 1.4, 2.3, 3.6, 4.1, 4.2, 4.4	1.2, 1.3, 2.1, 2.2, 2.3, 2.5, 3.2, 3.3, 4.4	
Knowledge and understanding of outcomes and course content	15%	20%	15%	50%
Skills outcomes and content	15%	15%	20%	50%
Totals	30%	35%	35%	100%

3.24 Visual Arts

Syllabus Components	Task 1	Task 2	Task 3	Weighting (%)
	Term 1, Week 11	Term 2, Week 10	Term 3, Week 8	
	Task: Developing a Contemporary Practice In response to, 'What can art be, what can art do?' Project Sheet VAPD record of the development of a research based practice	Task: Exploring Convention Submitted artwork(s) exploring historical conventions associated with Modernism VAPD including the selection of 5–10 seminal artworks annotated to account for historical changes in convention during Modernism	Task: End Of Course Examination Art Criticism and Art History Written Examination	
Outcomes Assessed	P1, P4, P5, P6	P1, P2, P3, P4, P7, P10	P7, P8, P9, P10	
Artmaking	20%	30%	0%	50%
Art Criticism and Art History	0%	10%	40%	50%
Totals	20%	40%	40%	100%