



**MARIAN CATHOLIC
COLLEGE**

HIGHER SCHOOL CERTIFICATE

2020

ASSESSMENT INFORMATION



MARIAN CATHOLIC COLLEGE

HSC ASSESSMENT POLICY

INFORMATION FOR STUDENTS

From the time HSC Assessment begins (Term 4 Year 11), students must recognise the importance of all set work in their courses and how the completion of this set work will contribute significantly to success in the Higher School Certificate.

While teachers are responsible for informing students of the requirements for their course, students should become familiar with the Board of Studies documents in relation to syllabuses for their courses.

It is most important for all students to take the time to read this handbook to ensure they understand fully their responsibilities with regard to HSC Assessment.

Assessment tasks take precedence over all other school activities, including excursions, competitions and sporting events.

Assessment for the HSC Course is according to guidelines from the Board of Studies.

Each Assessment Schedule will give information on:

- the components and their weightings for each course as specified in the Assessment Requirements.
- the nature of each assessment task (e.g. assignment, test, project etc.)
- an indication of when the various assessment tasks will take place. In addition, the students are to be given details of the task **at least 2 weeks prior** to the scheduled time as a reminder that the task is taking place (a longer period of time may be appropriate in some instances e.g. submission of a stage of a major work). A mark or grade will be given based on the achievement of outcomes.
- the weighting allocated to the task in relation to the total number of marks for the course.
- the outcomes related to each component.

(An invalid task, one that does not discriminate between students, may be discarded from the Assessment Program and a replacement added).

1. NESA AND SCHOOL REQUIREMENTS

1A SATISFACTORY COMPLETION OF A COURSE

1A.1 Students will be considered to have satisfactorily completed a course if:

- (a) they have followed the course developed or endorsed by the NSW Education Standards Authority; and
- (b) they have applied themselves with diligence and sustained effort to the set tasks and experiences provided by the course (including practical components); and
- (c) they have achieved some or all of the course outcomes.

It is essential that a student meet all of the above conditions.

1A.2 Students may be determined not to have satisfactorily completed a course if there is evidence of:

- (a) **a lack of attendance.** The Principal may decide that sufficient course outcomes have not been achieved.
- (b) **failure to make a genuine attempt at assessment tasks** which contribute to **more than 50%** of the available marks. If a student's attempt at a particular task scores zero, it is the matter of the teacher's professional judgement (in consultation with the KLA Coordinator) whether the attempt is a genuine one.

If a student is determined not to have met these requirements then, **Unsatisfactory** will be noted on the Higher School Certificate issued.

All work presented in assessment tasks and external examinations (including submitted works and practical examinations) must be the student's own or must be acknowledged appropriately. **Malpractice, including plagiarism and non-serious attempts, could lead to a student receiving zero marks and will jeopardise a student's HSC results.**

Malpractice is any activity that allows a student to gain an unfair advantage over other students. It includes, but is not limited to:

- copying someone else's work in part or in whole, and presenting it as their own using material directly from books, journals, CDs or the internet without reference to the source
- building on the ideas of another person without reference to the source
- buying, stealing or borrowing another person's work and presenting it as their own submitting work to which another person, such as a parent, coach or subject expert, has contributed substantially

- using words, ideas, designs or the workmanship of others in practical and performance tasks without appropriate acknowledgement
- paying someone to write or prepare material
- breaching school examination rules
- using non-approved aids during an assessment task
- **contriving false explanations to explain work not handed in by the due date**
- assisting another student to engage in malpractice.

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

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

1B COMPLETION OF ASSESSMENT TASKS

1B.1 EXAMINATIONS

Students must be present for each assessment examination. **Students who are unable to sit for an examination due illness or misadventure on that particular day must contact the school to inform the teacher of the absence. Failure to contact the school will result in a zero mark.**

If the student is unable to contact the school, due to unavoidable circumstances, the student may be given special consideration by the Assistant Principal.

If absence is due to illness, a doctor's certificate may be required.

The student must then report to his/her teacher on the morning of the first day back at school to arrange a time to complete the task.

The student should expect to complete the task on the first day back at school.

1B.2 OTHER ASSESSMENT TASKS

Students must complete all the assessment tasks by the due date specified.

All assessment tasks, unless otherwise completed in class, **must be handed in to the office staff by 9 am on the due date** of the task. The task must have attached a Student Assessment Task Cover Sheet completed. The office staff will stamp the sheet and provide the student with a tear off receipt.

According to NESA (NSW Education Standards Authority) *Assessment Certification and Examination Manual*, if a student fails to complete a task specified in the assessment program and the school considers that the student has a valid reason (illness or endorsed leave), the Principal may decide that an extension of time may be granted or a mark may be awarded based on a substitute task.

Where there is no valid reason for not completing the assessment task according to the assessment program, a zero mark must be recorded for that task.

Broken disks, computer and printing problems, will not be accepted as valid excuses for late work.

If a student is in danger of not completing sufficient tasks and of receiving an “N” **determination**, a formal warning in writing will be sent to the parents and student (p 9) after discussion between the Assistant Principal, the KLA Coordinator and the Principal. In order to have studied a Board Course satisfactorily, NESA expects each candidate to have completed all assessment tasks and accessed **at least 50% of the available marks**.

2. ASSESSMENT REQUIREMENTS

- 2A Students must complete all assessment tasks on or by the due date.
- 2B Students must be well aware of the dates for when assessments are due.
- 2C Students must follow school attendance requirements so that no student is seen to gain an unfair advantage.
- 2D Where absences are known in advance (eg. work placements, sport representation, family holidays etc), the student must see the Assistant Principal at least 5 days before the absence to arrange an alternative time for the task (or alternative task) to be completed. The student should expect to complete the task *before the absence* where possible.

- 2E In exceptional circumstances, e.g. where the completion of an alternative task is not feasible or reasonable, or where the missed task is difficult to duplicate, or the student has a prolonged absence, the Principal could authorise the use of an estimate based on other appropriate evidence.

3A MARKS FOR ASSESSMENT TASKS

Teachers will use marks when marking individual assessment tasks.

If a student disagrees with the mark awarded for an assessment task, it must be discussed with the teacher when the work is returned. If a mutual agreement cannot be reached an appeal may be lodged.

3B APPEALS PROCESS

Results of an individual assessment task can only be queried at the time the tasks are returned to students.

If the student is not satisfied following discussion with the teacher, the student may take the appeal to the KLA Coordinator of that subject, who will decide if the appeal is upheld. The student must arrange to see the KLA Coordinator within two days of receiving the assessment task back.

If the KLA Coordinator does not uphold the appeal and if the student is still not satisfied, the student may submit an appeal on the appropriate pro-forma, (p15) obtained from the Assistant Principal. The Appeals Panel will consist of the Assistant Principal, the KLA Coordinator of that subject and the class teacher. A formal appeal must be submitted to the Panel within one week of the interview with the KLA Coordinator.

The determination of the Panel is final.

4A REPORTING OF ASSESSMENTS

Students will receive a mark for each task and will be informed at the return of the corrected work.

Students are to keep all tasks for the duration of the HSC year.

4B SUBSTITUTE TASKS

If a task/s produced invalid or unreliable results which do not discriminate between students, or if a task is faulty in design or administration, the KLA Coordinator may determine that a substitute task should be done by all students studying that course.

4C **USE OF ESTIMATES/SUBSTITUTE TASKS**

If a student enrolls late in the HSC course, KLA Coordinators may either:

- (i) ask the student to complete the missed tasks or substitute tasks OR
- (ii) use an estimate before the final mark is prepared, based on results in other assessment tasks. Estimates should only be used after discussing individual cases with the Assistant Principal.

5A **NESA APPROVED COURSES**

Results of Board Approved Courses will depend upon examinations and/or assessment tasks. It is imperative that students complete all items of assessment in these courses. Failure to complete the assessment tasks may lead to an unsatisfactory performance.

5B **UNIVERSITY ENTRANCE**

The Australian Tertiary Admission Rank (ATAR) is used by Universities in allocating places in various courses they offer.

To be eligible for an ATAR a student must complete, at HSC level, at least 10 units from Board Developed Courses, including at least 2 units of English.

These Board Developed Courses must include at least 3 courses of 2 units or greater, and at least 4 subjects.

No more than 2 units of Category B courses can be counted towards an ATAR.

Category B subjects include all VET Frameworks, Industrial Technology, Standard 1 Mathematics and English Studies. All other Board Developed Courses are Category A and will count towards an ATAR.

Board Endorsed Courses: Studies in Catholic Thought, Sport, Lifestyle and Recreation, Work Studies, Exploring Early Childhood and the non-frameworks TAFE courses, are **not** counted towards the ATAR.

WHERE TO GO FOR ADVICE

Students, parents and staff can seek advice from KLA or Pastoral Coordinators, the Assistant Principal (Learning and Teaching) or the Assessment, Certification and Examination (ACE) Manual or NESA website **www.educationstandards.nsw.edu.au**



Marian Catholic College

Student Assessment Task Cover Sheet

- ✓ It is the student's responsibility to complete the details below and attach this sheet to the assessment task.
- ✓ **All assessment tasks are to be handed in directly to the office staff before 9 am** on the due date of the assessment.
- ✓ The office staff will supply you with a receipt. It is the responsibility of the student to keep this receipt as proof of submission.

(This section is to be completed by the student before submitting the task)

Date submitted :

Student's Name :

Subject :

Teacher :

OFFICE USE ONLY

(Office stamp to be placed and completed in this section on receipt of assessment task)

Time received (Only required if task is submitted late)

=====

(THIS SECTION IS TO BE DETACHED AND HANDED TO THE STUDENT)

This section is to be **completed by the student** and then signed and dated by the office staff.

I have submitted my assessment task for
(student name)

..... on
(subject) (date)

OFFICE USE ONLY

(Office stamp to be placed and completed in this section on receipt of assessment task)

Time received (Only required if task is submitted late)



MARIAN CATHOLIC COLLEGE

NOTIFICATION OF NON-COMPLETION OF HSC COURSE

Student's name: _____

Date: _____

Dear

The purpose of this letter is to warn you that your son/daughter is in danger of not meeting the Course Completion Criteria for the Higher School Certificate in the following course:

The following information specifies those areas where the student is failing to meet NESA course requirements. The satisfactory completion of a course requires principals to have sufficient evidence that the student has:

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

The following areas have not been satisfactorily met ☐ (a) ☐ (b) ☐ (c)

In order for the student to satisfy course requirements the following tasks, course requirements or course outcomes need to satisfactorily completed:

Task Name/ Course Requirement/ Course Outcome	Weighting	Date Task Initially Due	Action Required by Student	Date to be Completed by

NESA requires schools to issue students with official warnings in order to give them the opportunity to redeem themselves. A minimum of two course-specific warnings will be given prior to a final 'N' determination being made for a course. Please regard this letter as the _____ **official warning** we have issued concerning the above tasks.

Course Completion Criteria

In Stage 6, students must make a genuine attempt at assessment tasks that contribute in excess of 50% of available marks. Please discuss this matter with your son/daughter and contact the school if further information or clarification is needed.

Yours sincerely

Class Teacher

Assistant Principal-Learning and Teaching

KLA Coordinator

Principal
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NOTIFICATION OF NON-COMPLETION OF HSC COURSE

Please return this section to the school

I have received the letter dated _____ indicating that _____
(Student name)
is in danger of not having satisfactorily completed the course(s) _____
(Course name)
with _____, as listed in the letter.
(Teacher)

I am aware that this course may not appear on his/her Record of Achievement.

I am also aware that the 'N' determination may make him/her ineligible for the award of the Higher School Certificate.

Parent's/Guardian's signature: _____ Date: _____

Student's signature: _____ Date: _____

A GLOSSARY OF KEY WORDS

Syllabus outcomes, objectives, performance bands and examination questions have key words that state what students are expected to be able to do. A glossary of key words has been developed to help provide a common language and consistent meaning in the Higher School Certificate documents.

Using the glossary will help teachers and students understand what is expected in responses to examinations and assessment tasks.

Account	Account for: state reasons for, report on. Give an account of: narrate a series of events or transactions.
Analyse	Identify components and the relationship between them; draw out and relate implications
Apply	Use, utilise, employ in a particular situation
Appreciate	Make a judgement about the value of
Assess	Make a judgement of value, quality, outcomes, results or size
Calculate	Ascertain/determine from given facts, figures or information
Clarify	Make clear or plain
Classify	Arrange or include in classes/categories
Compare	Show how things are similar or different
Construct	Make; build; put together items or arguments
Contrast	Show how things are different or opposite
Critically analyse or evaluate	Add a degree or level of accuracy depth, knowledge and understanding, logic, questioning, reflection and quality to analysis and /or evaluation
Deduce	Draw conclusions
Define	State meaning and identify essential qualities
Demonstrate	Show by example
Describe	Provide characteristics and features

Discuss	Identify issues and provide points for and/or against
Distinguish	Recognise or note/indicate as being distinct or different from; to note differences between
Evaluate	Make a judgement based on criteria; determine the value of
Examine	Inquire into
Explain	Relate cause and effect; make the relationships between things evident; provide why and/or how
Extract	Choose relevant and/or appropriate details
Extrapolate	Infer from what is known
Identify	Recognise and name
Interpret	Draw meaning from
Investigate	Plan, inquire into and draw conclusions about
Justify	Support an argument or conclusion
Outline	Sketch in general terms; indicate the main features of
Predict	Suggest why may happen based on available information
Propose	Put forward (for example a point of view, idea, argument, suggestion) for consideration or action
Recall	Present remembered ideas, facts or experiences
Recommend	Provide reasons in favour
Recount	Retell a series of events
Summarise	Express, concisely, the relevant details
Synthesise	Putting together various elements to make a whole

Guides to Referencing

What is referencing?

Referencing is a standardised way of acknowledging the sources of information and ideas that you have used in your assignment.

Why reference?

Referencing is important to avoid plagiarism, to verify quotations and to enable readers to follow up what you have written and locate the cited author's work.

Steps in referencing

Keep a record of the full bibliographic details and relevant page numbers of all the sources from which information is taken.

Insert brief citations (author, date of publication and page number) at the appropriate places in the text of your document.

Compile a reference list at the end of the document that includes full details of all references cited.

In-text citations

In-text citations usually require the name of the author(s) and the year of publication.

A page number is included if you have a direct quote, paraphrase a passage or you want to direct the reader to a specific page.

How to cite references within the text of an assignment

These are also called in-text references. When you use another's ideas you should immediately acknowledge your sources. Always give the surname of the author and the date of publication. Use the **author-date** method of citation for quotations and paraphrasing.

- **Quotes**

Quotations or quotes are when you use the **exact words** of another author. Quotations must always be referenced with page numbers.

- **Paraphrasing**

Paraphrasing is when you summarise the ideas, concepts or words from the work or one or more authors. **Please note:** changing only a few words from another author does not constitute paraphrasing.

Type	Examples
If you are referring to the general theme of a book or article	Carlson (1981) obtained results which..... A recent study (Carlson 1990)
When to include page numbers	Sometimes it is necessary to provide page numbers, for example when paraphrasing or referring to information or an idea that can be located on a particular page, quoting or referring to images, figures or data, or when a work is particularly long and page numbers might be useful for the reader. Soil layers below the well tip contribute relatively little water (Kozeny 1988, pp. 223-4). Kozeny (1988, p. 223) found soil layers below the well tip contributed little.

Direct quotations	<p>Brief quotations (about 30 words or less) can be included in text. Use single quotations marks.</p> <p>Stewart (1982, p. 6) said: 'Engineers are vital to the survival of the planet'.</p> <p>'Engineers are vital to the survival of the planet' (Stewart 1982, p. 6).</p>
Newspapers	<p>If authors are given, use the principles already stated above and provide an entry in the reference list.</p> <p>If there is no author, provide all the details in the in-text citation.</p> <p>Examples:</p> <p>(Weekend Australian 24-25 Jan. 1987, p. 19)</p> <p>... in the Sydney Morning Herald (24 January 2000, p. 12).</p> <p>(Financial Review 18 January 2000, editorial)</p>
The Bible	Psalm 23:6-8
Motion pictures, videos, DVDs, CD-ROMs, television and radio programs	<p>In-text references should contain the title (in italics) and date of production.</p> <p>Strictly ballroom (1992)</p> <p>(Understanding the GNP 1982)</p>
Web site	<p>To cite a Web site within the text of an assignment, use the name of the person or organisation responsible for the site (author) and the date of the site's creation or most recent update.</p> <p>Example:</p> <p>The Bodyshop (2003)</p> <p>Web addresses can be given directly in the text using angle brackets(< >) to isolate them from any sentence punctuation.</p> <p>Example:</p> <p>Details are available from the department's Web site <http://www.finance.gov.au>.</p>
Web document (no author)	<p>To cite a document from a Web site within the text of an assignment, where the author is unknown, give the title of the document followed by the date of creation or most recent revision.</p> <p>Example:</p> <p>Educating America for the 21st century: developing a strategic plan for educational leadership by Columbia University 1993-2000 (1994).</p>

Helpful hints for Web documents

- You must specify the date on which you accessed the item, since Web documents can change or disappear at any time.
- If you find a document on the Web which is a series of linked pages, use the information from the main or "home" page.
- If you have trouble identifying the title, look at the top of the Web page above FILE on your browser.
- The date a Web document was created is usually listed right at the bottom of the document.

How to create a reference list/bibliography

- A reference list contains only the books, articles, and web pages etc that are cited in the text of the document. A bibliography includes all sources consulted for background or further reading.
- A reference list is arranged alphabetically by author. If an item has no author, it is cited by title, and included in the alphabetical list using the first significant word of the title.
- If you have more than one item with the same author, list the items chronologically, starting with the earliest publication.
- Each reference appears on a new line.
- There is no indentation of the references.
- There is no numbering of the references.

Book

Elements of the citation

Author(s) of book – family name and initials. (Year of publication). *Title of book – italicized*. Publisher, Place of publication.

Journal Article

Elements of the citation

Author(s) of journal article – family name and initials. (Year of publication). 'Title of journal article – in single quotation marks'. *Title of journal – italicized*. Volume, Issue or number, Page number(s), (viewed date-in-full, URL – if accessed electronically).

Newspaper and magazine article

Elements of the citation

Author(s) of article – family name and initials. (Year of publication). 'Title of article – in single quotation marks', *Title of newspaper – italicized*. Day month, Page number(s).

Web page

Elements of the citation

Author(s) of page – (person or organisation) Year (page created or revised), *Title of page – italicized*. description of document (if applicable). URL. Viewed date-in-full.

Audiovisual examples

Elements of the Citation

Title, date of recording, format, publisher, place of recording. Any special credits and other information that might be useful can be noted after the citation.



**MARIAN CATHOLIC COLLEGE
STUDENT APPEAL FORM**

CATEGORY (please tick one)

- ☐ Appeal due to illness, accident or misadventure
- ☐ Appeal of final assessment

Student's Name: _____

Course: _____ Task Number: _____

Nature of Assessment Task: _____

Due Date: ____/____/____

Class Teacher Name: _____

Home Address: _____

Reason for Appeal: *(state details to support your case or attach statement)*

Medical Certificate is attached: Yes No

Additional information attached: Yes No

_____/____/____ _____/____/____
Signature of student Date Signature of Teacher Date

.....
KLA Coordinator Recommendation: Reason for decision:

- ☐ Complete a substitute task _____
- ☐ Estimate to be given _____
- ☐ No marks to be awarded _____
- ☐ Sit or submit the task without penalty
- ☐ Task to be submitted with penalty New Due Date: ____/____/____

_____/____/____ _____/____/____
*Signature of KLA Coordinator Signature of Principal
(or delegated Assistant Principal)*

ASSESSMENT GRIDS

2019/2020

BIOLOGY

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 4 WEEK 8	TERM 1 WEEK 6	TERM 2 WEEK 8	TERM 3 WEEK 3/4
		Model Construction	Genetics Research	Depth Study Herd immunity and vaccines	Trial Exam
		BIO12-5, BIO12-6, BIO12-7, BIO12-12	BIO12-2, BIO12-3, BIO12-5, BIO12-7 BIO12-13	BIO12-1, BIO12-2, BIO12-3, BIO12-5, BIO12-6, BIO12-7 BIO12-14	BIO12-4, BIO12-5, BIO12-6, BIO12-7, BIO12-12, BIO12-13 BIO12-14, BIO12-15
Knowledge and understanding of course content	40%	10%	5%	5%	20%
Working Scientifically Skills with Communication	40%	5%	5%	20%	10%
Working Scientifically Skills with Problem solving	20%		10%	10%	
TOTAL	100%	15%	20%	35%	30%

BUSINESS STUDIES

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 4 WEEK 9	TERM 1 WEEK 10	TERM 2 WEEK 7	TERM 3 WEEK 3/4
		Research Task	Extended Response	Financial Analysis	Trial Exam
		H3, H5, H7, H9,	H5, H6, H7, H8, H9,	H5, H8, H9, H10	H2, H3, H4, H5, H6, H9, H10
Knowledge and understanding of course content	40%	5%	5%	10%	20%
Skills	20%	5%		10%	5%
Inquiry & Research	20%	5%	15%		
Communication	20%	5%	5%	5%	5%
TOTAL	100%	20%	25%	25%	30%

CHEMISTRY

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 4 WEEK 10	TERM 1 WEEK 6	TERM 2 WEEK 6	TERM 3 WEEK 3/4
		Research Task	Practical Investigation	Depth Study	Trial Exam
		CH12-4, CH12-5, CH12-6, CH12-7, CH12-12, CH12-13,	CH12-2, CH12-3, CH12-4, CH12-5, CH12-6	CH12-1, CH12-2, CH12-3, CH12-7, CH12-12, CH12-13 CH12-14, CH12-15	CH12-4, CH12-5, CH12-6, CH12-7, CH12-12, CH12-13 CH12-14, CH12-15
Knowledge and understanding of course content	40%	10%	5%	5%	20%
Skills and Communication	40%	5%	5%	20%	10%
Problem Solving	20%		10%	10%	
TOTAL	100%	15%	20%	35%	30%

COMMUNITY & FAMILY STUDIES

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 1 WEEK 1	TERM 1 WEEK 6	TERM 2 WEEK 6	TERM 3 WEEK 3/4
		Independent Research Task	Groups in Context In-Class Task	Parenting and Caring Extended Response	Trial Exam
		H4.1, H4.2	H2.1, H3.2, H3.4, H6.1	H1.1, H2.2	H1.1 to H7.4
Knowledge and understanding of course content	40%	5%	10%	10%	15%
Skills in critical thinking, research methodology, analysing and communicating	60%	25%	10%	10%	15%
TOTAL	100%	30%	20%	20%	30%

DESIGN & TECHNOLOGY

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 4 WEEK 8	TERM 1 WEEK 8	TERM 2 WEEK 9	TERM 3 WEEK 3 /4
		Innovation Study	Folio Development <ul style="list-style-type: none"> • Section 1 • Section 2 • Section 3 	Major Design Project Folio Development <ul style="list-style-type: none"> • Section 4 • Section 5 	Trial Exam
		H2.1, H3.1, H6.2	H1.1, H1.2,H3.2, H4.1, H4.2, H5.1, H5.2	H2.2, H4.3 H6.2	H1.1,H2.1,H2.2,H3.1H6.1, H6.2
Knowledge and Skills	50%		20%	10%	20%
Designing and Producing	50%	20%		20%	10%
TOTAL	100%	20%	20%	30%	30%

DRAMA

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 4 WEEK 8	TERM 1 WEEK 9	TERM 2 WEEK 8	TERM 3 WEEK 3/4
		Australian Drama and Theatre (Core component) and Studies in Drama and Theatre: Workshop and Logbook	Individual Project review	Group Performance and logbook review	Trial Examination
		H1.1, H1.3, H3.4	H2.3, H2.4, H3.5	H1.4, H2.1, H2.5	H3.1, H3.2, H3.3,
Making	40%	20%		20%	
Performing	30%		20%	10%	
Critically Studying	30%	10%			20%
TOTAL	100%	30%	20%	30%	20%

ENGLISH ADVANCED

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 1 WEEK 1	TERM 1 WEEK 11	TERM 2 WEEK 10	TERM 3 WEEK 3/4
		Multimodal Tutorial Presentation using prescribed text and related material	Comparative Response	Craft of Writing Portfolio	Trial Exam
		<i>Common Module: Texts and Human Experiences</i>	<i>Module A: Textual Conversations</i>	<i>Module B: Critical Study of Literature & Module C: The Craft of Writing</i>	<i>All Modules</i>
		EA12-1, EA12-2, EA12-6	EA12-6, EA12-7	EA12-3, EA12-7, EA12-9	EA12-1, EA12-4, EA12-5, EA12-8
Knowledge and understanding of course content	50%	15%	10%	10%	15%
Skills in responding to texts and communication of ideas appropriate to audience, purpose and context across all modes	50%	10%	10%	15%	15%
TOTAL	100%	25%	20%	25%	30%

ENGLISH STANDARD

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 1 WEEK 1	TERM 1 WEEK 11	TERM 2 WEEK 10	TERM 3 WEEK 3/4
		Multimodal Tutorial Presentation using prescribed text and related material	Analytical Response	Craft of Writing Portfolio	Trial Exam
		<i>Common Module: Texts and Human Experiences</i>	<i>Module B: Close Study of Literature</i>	<i>Module A: Language, Identity and Culture & Module C: The Craft of Writing</i>	<i>All Modules</i>
		EA12-1, EA12-2, EA12-6	EA12-1, EA12-3	EA12-3, EA12-7, EA12-9	EA12-1, EA12-4, EA12-5, EA12-8
Knowledge and understanding of course content	50%	15%	10%	10%	15%
Skills in responding to texts and communication of ideas appropriate to audience, purpose and context across all modes	50%	10%	10%	15%	15%
TOTAL	100%	25%	20%	25%	30%

ENGLISH STUDIES

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 1 WEEK 1	TERM 1 WEEK 11	TERM 2 WEEK 10	TERM 3 WEEKS 3/4
		Multimodal Tutorial Presentation using prescribed text and related material	Collaborative Task	Portfolio of Work	Trial Exam
		<i>Common Module: Texts and Human Experiences</i>	<i>Who do I think I am? – English and the self</i>	<i>All Modules</i>	<i>All Modules</i>
		ES12-1, ES12-5, ES12-8	ES12-3, ES12-7, ES12-9	ES12-4, ES12-7, ES12-10	ES12-2, ES12-4, ES12-5, ES12-9
Knowledge and understanding of course content	50%	15%	10%	15%	10%
Skills in: <ul style="list-style-type: none"> comprehending texts communicating ideas using language accurately, appropriately and effectively 	50%	10%	15%	15%	10%
TOTAL	100%	25%	25%	30%	20%

ENGLISH EXTENSION 1

Components	Weightings	TASK 1	TASK 2	TASK 3
		TERM 1 WEEK 10	TERM 3 WEEK 1	TERM 3 WEEK 3/4
		Imaginative Writing Portfolio	Tutorial Video	Trial Exam
		<i>EE12-2, EE12-4, EE12-5</i>	<i>EE12-1, EE12-3, EE12-4</i>	<i>EE12-1, EE12-2, EE12-3, EE12-4</i>
Knowledge and understanding of complex texts and of how and why they are valued	50%	15%	20%	15%
Skills in complex analysis, sustained composition and independent investigation	50%	15%	20%	15%
TOTAL	100%	30%	40%	30%

ENGLISH EXTENSION 2

Components	Weightings	TASK 1	TASK 2	TASK 3
		Term 4 Week 9	Term 2 Week 1	Term 2 Week 9
		Viva Voce and Written Proposal	Literature Review	Critique of the creative process
		<i>EEX12-1, EEX12-4, EEX12-5</i>	<i>EEX12-1, EEX12-2, EEX12-3, EEX12-4</i>	<i>EEX12-2, EEX12-3, EEX12-5</i>
Skills in extensive independent research	50%	15%	20%	15%
Skills in sustained composition	50%	15%	20%	15%
TOTAL	100%	30%	40%	30%

Note: Students must submit the Major Work Journal for monitoring with each task

EXPLORING EARLY CHILDHOOD 1 UNIT

Components	Weightings	TASK 1	TASK 2	TASK 3
		TERM 4 WEEK 8	TERM 1 WEEK 5	TERM 2 WEEK 7
		Young Children and Special Needs Independent Research Task	Play and the Developing Child In-Class Task	Food and Nutrition Report
		1.1, 1.4, 1.5, 2.1, 2.2, 2.3, 4.2, 6.2	1.3, 1.4, 2.1, 2.2, 2.3, 2.4, 4.2, 6.2	1.3, 1.4, 1.5, 6.1, 6.2
Knowledge and understanding of course content	20%	10%	5%	5%
Skills in critical thinking, research methodology, analysing and communicating	30%	10%	5%	15%
TOTAL	50%	20%	10%	20%

EXTENSION HISTORY

Components	Weighting %	Task 1	Task 2	Task 3
		Historical Interest Project: Process	Historical Interest Project: Essay	Trial HSC Examination
		Term 2 Week 7	Term 3 Week 1	Term 3 Week 3-4
		HE12-1, HE12-2, HE12-3, HE12-4	HE12-1, HE12-2, HE12-3, HE12-4	HE12-1, HE12-2, HE12-3, HE12-4
Knowledge and understanding of significant historical ideas and processes	40%	10%	20%	10%
Skills in designing, undertaking and communicating historical inquiry and analysis	60%	20%	20%	20%
Total %	100%	30%	40%	30%

INDUSTRIAL TECHNOLOGY – METALS & ENGINEERING

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		Term 4 - Week 9	Term 1 - Week 6	Term 2 - Week 7	Term 3 - Weeks 3/4
		Presentation of Major Project Idea	Industry Study	Major Project / Folio	Trial Exam
		H3.1, H3.2,H4.2, H4.3, H5.1, H5.2	H1.1, H1.2, H1.3, H2.1,H6.1,H7.1, H7.2	H1.2, H2.1, H3.1,H3.2, H3.3, H4.1, H4.2, H4.3, H5.1,H5.2,, H6.1, H6.2,	H1.1, H1.2, H1.3,H4.2, H4.3, H5.1, H6.1, H6.2, H7.1, H7.2
Knowledge and understanding of course content	40%	5%	10%	10%	15%
Knowledge and understanding of design & production of Major Project	60%	10%	10%	30%	10%
TOTAL	100%	15%	20%	40%	25%

INDUSTRIAL TECHNOLOGY – MULTIMEDIA

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		Term 4 - Week 9	Term 1 - Week 6	Term 2 - Week 7	Term 3 - Weeks 3/4
		Presentation of Major Project Idea	Industry Study	Major Project / Folio	Trial Exam
		H1.2, H1.3, H2.1, H3.1, H3.3, H4.1, H4.2, H4.3, H5.1, H6.1, H6.2, H7.1, H7.2	H1.1, H1.2, H1.3, H2.1, H6.2, H7.1, H7.2	H1.2, H1.3, H2.1, H3.1, H3.3, H4.1, H4.2, H4.3, H5.1, H6.1, H6.2, H7.1, H7.2	H1.1, H1.2, H1.3, H4.3, H5.1, H6.1, H6.2, H7.1, H7.2
Knowledge and understanding of course content	40%	5%	10%	10%	15%
Knowledge and understanding of design & production of Major Project	60%	10%	10%	30%	10%
TOTAL	100%	15%	20%	40%	25%

LEGAL STUDIES

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 1 WEEK 2	TERM 1 WEEK 9	TERM 2 WEEK 8	TERM 3 WEEK 3/4
		Crime Case Study	Human Rights Short Answer Responses	Family Extended Response	Trial Examination
		H1, H6, H7, H8, H10	H1, H3, H4, H7	H1, H4, H8, H9,	H2, H3, H5, H6, H9, H10
Knowledge and understanding of course content	40%	10%	10%	10%	10%
Analysis and evaluation	20%		5%	5%	10%
Inquiry and research	15%	5%	5%	5%	
Communication of legal information, issues and ideas in appropriate forms	25%	5%	5%	5%	10%
TOTAL	100%	20%	25%	25%	30%

MATHEMATICS STANDARD 2

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 4 WEEK 9 2019	TERM 1 WEEK 7 2020	TERM 2 WEEK 5 2020	TERM 3 WEEK 3 2020
		Investigation on Applications of Networks	TOPIC TEST on Ratio and Rates, Investment and Loans and Non- Rt angled trig	TOPIC TEST on Simultaneous Eq,Bivariate Data Analysis and Annuities	Trial Exams All topics covered
		N2.1,N2.2 MS2-12-8,MS2-12-9, MS2-12-1	MS2-12-3, MS2- 12-4,,MS2-12-5 MS2-12-9,MS2- 12-10 F4.1, F4.2	MS2-12-1,MS2- 12-2 MS2-12-5, MS2-12-6, MS2- 12-7, MS2-12-9, MS2-12-10	MS2-12-1 to MS2- 12-10
Knowledge and understanding of course content	50%	10%	15%	10%	15%
Skills	50%	10%	10%	15%	15%
TOTAL	100%	20%	25%	25%	30%

MATHEMATICS STANDARD 1

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 4 WEEK 9 2019	TERM 1 WEEK 7 2020	TERM 2 WEEK 5 2020	TERM 3 WEEK 3 2020
		Investigation on Applications of Networks	TOPIC TEST on Ratio and Rates, Investment and Loans and Non- Rt angled trig	TOPIC TEST on Simultaneous Eq,Bivariate Data Analysis and Annuities	Trial Exams All topics covered
		N2.1,N2.2 MS2-12-8,MS2-12- 9, MS2-12-1	MS2-12-3, MS2-12- 4,,MS2-12-5 MS2-12-9,MS2-12-10 F4.1, F4.2	MS2-12-1,MS2-12-2 MS2-12-5, MS2-12-6, MS2-12-7, MS2-12-9, MS2-12-10	MS2-12-1 to MS2-12-10
Knowledge and understanding of course content	50%	10%	15%	10%	15%
Skills	50%	10%	10%	15%	15%
TOTAL	100%	20%	25%	25%	30%

MATHEMATICS ADVANCED

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 4 WEEK 9 2019	TERM 1 WEEK 7 2020	TERM 2 WEEK 8 2020	TERM 3 WEEK 3/4
		Financial Maths, Trig Functions	Calculus, Integration, Expo and Log Functions	Trig Functions, Motion and Rates, Financial Maths	Trial Exam All topic covered
		MA12-2, MA12-4, MA12-9, MA12-10 MA12-1, MA12-5	MA12-3, MA12-6, MA12-7, MA12-9, MA12-10,	MA12-1, MA12-3, MA12-5, MA12-6, MA12-7, MA12-9, MA12-10	
Understanding, Fluency and Communication	50%	10%	10%	10%	20%
Problem Solving, Reasoning and Justification	50%	10%	15%	15%	10%
TOTAL	100%	20%	25%	25%	30%

MATHEMATICS EXTENSION 1

Components	Weightings	TASK 1	TASK 2	TASK 3
		TERM 1 WEEK 5 2020	TERM 2 WEEK 7 2020	TERM 3 WEEK 3/4 2020
		Topic Test on Mathematical Induction, Vectors	Topic Test on Trig Functions, Calculus	Trial Exam all topics covered
		ME12-1, ME12-6, ME12-7	ME12-1, ME12-4, ME12-6, ME12-7	
Concepts, Skills & Techniques	50%	15%	15%	20%
Reasoning & Communication	50%	15%	15%	20%
TOTAL	100%	30%	30%	40%

MODERN HISTORY

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		Term 4 Week 7	Term 1 Week 8	Term 2 Week 6	Term 3 Week 3/4
		In-class Source Analysis	Research Essay	Oral Presentation (Via Voce)	Trial HSC Examination Written Paper
		MH12-3 MH12-4 MH12-5 MH12-6 MH12-9	MH12-2 MH12-3 MH12-4 MH12-5 MH12-8 MH12-9	MH12-2 MH12-5 MH12-7 MH12-8	MH12-3 MH12-4 MH12-5 MH12-7 MH12-9
Knowledge and understanding of course content	40%	5%	10%	10%	15%
Historical skills in the analysis and evaluation of sources and interpretations	20%	10%			10%
Historical inquiry and research	20%		10%	10%	
Communication of historical understanding in appropriate forms	20%	5%	5%	5%	5%
TOTAL %	100%	20%	25%	25%	30%

MUSIC

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		Term 4 Week 7	Term 1 Week 8	Term 2 Week 10	Term 3 Week 3/4
		Compositional Activities	Ensemble performance and in class Viva Voce	Presentation of Core Performance and Elective 1 (Progress)	Trial written examination Presentation of elective 2 and 3
		H1, H3, H4, H6, H8	H1, H2, H5, H7, H9, H10	H1-8 (depending on elective choice)	H1-8 (depending on elective choice)
Performance	10%		10%		
Composition	10%	10%			
Musicology	10%		10%		
Aural	25%		10%		15%
Electives	45%			15%	30%
TOTAL %	100%	10%	30%	15%	45%

PERSONAL DEVELOPMENT, HEALTH AND PHYSICAL EDUCATION

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 4 WEEK 9	TERM 1 WEEK 7	TERM 2 WEEK 6	TERM 3 WEEK 3/4
		Research Task Core 1	In Class Task Core 1 & 2	Improving Performance	Trial Exam
		H4, H14, H15	H4, H14, H15 H7, H10, H11,	H7, H8, H9, H10, H16, H17	H1, H2, H3, H4, H5, H7, H8, H9, H10, H11, H14, H15, H16, H17
Knowledge and understanding of course content	40%	5%	15%	10%	10%
Skills: Influence & Action	30%	5%	10%	5%	10%
Critical Thinking, Research & Analysis	30%	5%	5%	10%	10%
TOTAL	100%	15%	30%	25%	30%

PHYSICS

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 4 WEEK 9	TERM 1 WEEK 7	TERM 2 WEEK 6	TERM 3 WEEK 3/4
		Research Task	Practical Investigation	Depth Study	Trial Exam
		PHY12-4, PHY12-5, PHY12-6, PHY12-7, PHY12-12, PHY12-13	PHY12-2, PHY12-3, PHY12-4, PHY12-5, PHY12-6	PHY12-1, PHY12-2, PHY12-3, PHY12-7, PHY12-13 PHY12-14	PHY12-4, PHY12-5, PHY12-6, PHY12-7, PHY12-12, PHY12-13 PHY12-14, PHY12-15
Skills and Problem solving	20%		10%	10%	
Skills and Communication	40%	5%	5%	20%	10%
Knowledge	40%	10%	5%	5%	20%
TOTAL	100%	15%	20%	35%	30%

SPORT, LIFESTYLE AND RECREATION – ONE UNIT

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 4 WEEK 8	TERM 1 WEEK 7	TERM 2 WEEK 7	TERM 3 WEEK 7
		Outdoor Recreation Practical Assessment	Ongoing Practical Fitness Unit	Sports Coaching & Training	Games & Sports Application 1 Ongoing Practical
		H1.1, H1.3, H4.4	H1.3, H2.1, H4.4	H2.1, H1.1, H2.2 H3.2	H3.2 H4.1, H4.2
Knowledge & Understanding of course content	20%	10%		10%	
Participation & Performance	20%	5%	5%	5%	5%
Analyse & Implement	10%	5%		5%	
TOTAL	50%	20%	5%	20%	5%

STUDIES IN CATHOLIC THOUGHT – 1 UNIT

Components	Weightings	TASK 1	TASK 2	TASK 3
		TERM 1 WEEK 9	TERM 2 WEEK 9	TERM 3 WEEK 3/4
		Multimodal Presentation	Research Task	End of Course Examination
		SCT12-3, SCT12-4, SCT12-6, SCT-10	SCT12- 2, SCT12-5, SCT-6, SCT12-9	SCT12-1, SCT12-2, SCT12-3, SCT12-4, SCT12-5, SCT12-6, SCT12-7, SCT12-8, SCT12-10
Knowledge and understanding of course content	20%	5%	10%	5%
Religious skills in: <ul style="list-style-type: none"> • using Scripture and Catholic Church documents • analysis, synthesis and evaluation based on evidence from Scripture, theology, philosophy and other relevant sources 	10%		5%	5%
Inquiry and research skills	10%	5%	5%	
Communication of religious ideas and understanding in appropriate forms	10%	5%		5%
TOTAL	50%	15%	20%	15%

STUDIES OF RELIGION – ONE UNIT

Components	Weightings	TASK 1	TASK 2	TASK 3
		TERM 4 WEEK 8	TERM 1 WEEK 9	TERM 3 WEEK 3/4
		In Class Task	Research Task	Trial Exam
		H1, H2, H3, H8	H4, H5, H7, H9	H1, H2, H3, H4, H5, H8, H9
Knowledge & Understanding of course content	20%	5%	10%	5%
Source-based skills	10%			5%
Investigation & Research	10%	5%	10%	
Communication of information, ideas and issues in appropriate forms	10%	5%		5%
TOTAL	50%	15%	20%	15%

STUDIES OF RELIGION – 2 UNIT

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		TERM 4 WEEK 8	TERM 2 WEEK 1	TERM 2 WEEK 9	TERM 3 WEEK 3/4
		In Class Task	Research Task	Written Response and Summaries	Trial Exam
		H1, H2, H3, H8	H4, H5, H7, H9	H2, H6, H8	H1, H2, H3, H4, H5, H8, H9
Knowledge & Understanding of course content	40%	10%	5%	10%	15%
Source-based skills	20%	5%		5%	10%
Investigation & Research	20%		10%	10%	
Communication of information, ideas and issues in appropriate forms	20%	5%	5%	5%	5%
TOTAL	100%	20%	20%	30%	30%

Visual Arts

Components	Weightings	TASK 1	TASK 2	TASK 3	TASK 4
		Term 4, Week 9	Term 1, Week 10	Term 2, Week 10	Term 3, Weeks 3/4
		Development of the Body of Work: Viva Voce	In Class Essay	Resolving the Body of Work	Trial HSC Examination
		VAPD documenting initial artmaking experimentation and investigation	Case Study 2: The Body / Gender politics	Submission of artworks & VAPD under development	Case Study 4: Practice of art critics and art historians in constructing social and/or revisionist art histories
		H1, H3, H4	H7, H8, H10	H1, H2, H4, H6	H7, H8, H9
Artmaking	50%	20%		30%	
Art Criticism and Art History	50%		20%		30%
TOTAL	100%	20%	20%	30%	30%

WORK STUDIES – ONE UNIT

Components	Weightings	TASK 1	TASK 2	TASK 3
		TERM 4 WEEK 8	TERM 2 WEEK 8	TERM 3 WEEK 7
		Unemployment Multimedia Presentation	Business Proposal Challenge	Team Enterprise Project
		1,2,3,4,5,6,7,8,9	1,2,3,4,5,6,7,8	1,2,3,4,5,6,7,8,9
Knowledge and understanding of course content	30%		10%	20%
Skills	70%	10%	30%	30%
TOTAL	100%	10%	40%	50%

INFORMATION ON VET COURSES

The HSC VET Curriculum Frameworks are based on units of competency and qualifications contained in nationally endorsed training packages.

Courses offered at Marian Catholic College in 2020:

- **Hospitality (240 hours)**
- **Business Services (240 hours)**
- **Information Digital Media & Technology (240 hours)**
- **Fitness (240 hours)**

Assessment is competency based and undertaken throughout the course through a range of assessment strategies based on skills and underpinning knowledge. To gain an Australian Qualifications Framework (AQF), a student must demonstrate competency in all units of competency. Units covered are listed under each specific VET course.

Students must also have completed the mandatory work placement.

Students who have completed the Preliminary course for VET subjects will have this subject recorded on their HSC Records of Achievement, together with the unit value of the course. Students continuing with the VET course have the option to sit an examination during the HSC and a raw mark will be recorded on the HSC Record of Achievement. This mark may be used in the calculation of the ATAR. Fitness does not have an examination and is a non ATAR subject.

Course Requirements.

Students must attempt:

- ALL listed units of competency.
- Students must complete a minimum of 70 hours of mandatory work placement over the two years.
- An external written HSC examination will be conducted for this course. This examination is optional; however, the mark may contribute to the calculation of the ATAR.

Students assessed as fulfilling the requirements of competency will be eligible for the AQF Certificate II in Hospitality or Business Services or a Certificate III in Information & Digital Media Technology - Statement of Attainment or Certificate III in Fitness-Statement of Attainment.

Students achieving at least one unit of competency will be eligible for an AQF Statement of Attainment showing partial completion of the Certificate II or III

WORK PLACEMENT

To gain credit on the Higher School Certificate, students are required to complete a **mandatory work placement**. The purpose of this placement is to extend the classroom learning into the workplace, where the student experiences industry skills associated with the course.

Work placement for Business Services, Hospitality and Information Digital Media and Technology involves a **minimum of 70 hours (2 weeks) over the two-year course**. Work placement has been divided into two stages. Work placement positions are usually local and are organised by the College in conjunction with Compact Inc. Please note that Fitness requires **a minimum of 30 hours(1 week) over the two-year course**.

AT THE SUCCESSFUL COMPLETION OF A VET 240 HOUR COURSE AT MARIAN CATHOLIC COLLEGE, YOU WILL BE RECOGNISED BY THE AUSTRALIAN QUALIFICATIONS FRAMEWORK.

HOSPITALITY (240 hours)

Competency Units covered during Year 11& 12:

COMPETENCY	TITLE	HOURS	ASSESSED
SITXWHS001	Participate in safe work practices	15	✓
SITXFSA001	Use hygienic practices for food safety	10	✓
SITXFSA002	Participate in safe food handling practices	15	✓
SITHKOP001	Clean kitchen premises and equipment	15	✓
SITHCCC001	Use food preparation equipment	15	✓
SITHCCC003	Prepare and present sandwiches	10	✓
HLTAID003	Provide first aid	15	✓
BSBWOR203	Work effectively with others	15	✓
SITXCCS003	Interact with customers	10	✓
SITHIND003	Use Hospitality skills effectively	10	✓
SITHIND002	Source and use information on the hospitality industry	15	✓
SITXCOM002	Show social and cultural sensitivity	10	✓
SITHFAB004	Prepare and serve non-alcoholic beverages	15	✓
SITHFAB005	Prepare and serve espresso coffee	15	✓
SITHFAB007	Serve food and beverage	10	✓

Work Placement.

Must complete a minimum of **70 hours** of mandatory work placement over the 2 years. **YEAR 11 Work Placement will take place during Term 3, 2020. YEAR 12 Work Placement will take place in Term 4, 2020.**

Students sitting the HSC examination in Year 12 will require an estimated mark. Trial examination and preliminary examination marks help to guide this estimation.

TASK 1
Term 3
HSC Trials Examination

BUSINESS SERVICES (240 hours)

Competency Units covered during Year 11 & 12:

COMPETENCY	TITLE	HOURS	ASSESSED
BSBWHS201	Contribute to health and safety of self and others	15	✓
BSBITU307	Develop keyboarding speed and accuracy	25	✓
BSBIND201	Work effectively in a business environment	20	✓
BSBITU201	Produce simple word processed documents	15	✓
BSBCUS201	Deliver a service to customers	15	✓
BSBWOR204	Use business technology	15	✓
BSBITU203	Communicate electronically	15	✓
BSBWOR202	Organise and complete daily work activities	15	✓
BSBCMM201	Communicate in the workplace	15	✓
BSBSUS201	Participate in environmentally sustainable work practices	20	✓
TLIP2029	Prepare and process financial documents	15	✓
BSBITU202	Create and use spreadsheets	10	✓
BSBINN201	Contribute to workplace innovation	10	✓
BSBINM201	Process and maintain workplace information	15	✓

Work Placement.

Must complete a minimum of **70 hours** of mandatory work placement over the 2 years. **YEAR 11 Work Placement will take place during Term 2, 2020. YEAR 12 Work Placement will take place during Term 4, 2020.**

Students sitting the HSC examination in Year 12 will require an estimated mark. Trial examination and preliminary examination marks help to guide this estimation.

TASK 1
Term 3
HSC Trials Examination

INFORMATION & DIGITAL MEDIA TECHNOLOGY (240 hours)

Competency Units covered during Year 11 & 12:

COMPETENCY	TITLE	HOURS	ASSESSED
BSBWHS304	Participate effectively in WHS communication and consultation processes.	20	✓
ICTICT202	Work and communicate effectively in an ICT environment.	15	✓
ICTICT301	Create user documentation	15	✓
ICTICT203	Operate application software packages	15	✓
ICTWEB302	Build simple websites using commercial packages	15	✓
ICTICT308	Use advanced features of computer applications.	25	✓
ICTWEB303	Produce digital images for the web	20	✓
ICTWEB201	Use social media tools for collaboration and engagement.	20	✓
ICTSAS305	Provide ICT advice to clients	15	✓
ICTSAS301	Run standard diagnostic tests	15	✓
ICTICT302	Install and optimize operating system software	15	✓

Work Placement.

Must complete a minimum of **70 hours** of mandatory work placement over the 2 years. **YEAR 11 Work Placement will take place during Term 2, 2020. YEAR 12 Work Placement will take place during Term 4, 2020.**

Students sitting the HSC examination in Year 12 will require an estimated mark. Trial examination and preliminary examination marks help to guide this estimation.

TASK 1
Term 3
HSC Trials Examination

FITNESS (240 hours)

Competency Units covered during Year 11 & 12:

COMPETENCY	TITLE	HOURS	ASSESSED
SISFFIT001	Provide health screening and fitness orientation	15	✓
SISFFIT004	Incorporate anatomy and physiology principles into fitness programming	40	✓
SISFFIT005	Provide healthy eating information	25	✓
SISXCCS001	Provide quality service	20	✓
SISXFAC001	Maintain equipment for activities	10	✓
SISXIND001	Work effectively in sport, fitness and recreation environments	15	✓
BSBRSK401	Identify risk and apply risk management processes	25	✓
HLTAID003	Provide first aid (NB-External Provider)	20	✓
HLTWHS001	Participate in workplace health and safety	15	✓
SISFFIT006	Conduct fitness appraisals	20	✓
SISXFAC002	Maintain sport, fitness and recreation facilities	15	✓
SISXCAI004	Plan and conduct programs	20	✓

Work Placement.

Must complete a minimum of **30 hours** of mandatory work placement over the 2 years. **This will take place during Term 2, 2020 OR Term 4, 2020.**

There is NO Examination for this Course

HSC 2019/2020 ASSESSMENT SCHEDULE	
Subject	Week Start Date
Term 4 - Week 1	14/10/2019
Term 4 - Week 2	21/10/2019
Term 4 - Week 3	28/10/2019
Term 4 - Week 4	4/11/2019
Term 4 - Week 5	11/11/2019
Hospitality Work Placement	
Term 4 - Week 6	18/11/2019
Term 4 - Week 7	25/11/2019
Year 12 Modern History - Source Analysis	
Year 12 Music compositional activities	
Term 4 - Week 8	2/12/2019
Year 12 Drama - Workshop & Logbook	
Year 12 SOR 1 & 2 Unit - In Class Task	
Year 12 EEC 1 Unit Research Task	
Year 12 D&T Innovation Study	
Year 12 SLR 1 Unit Physical Activity Task	
HSC BIOLOGY - Assessment 1- MODEL	
Year 12 Work Studies - Multimedia Presentation	
Term 4 - Week 9	9/12/2019
Year 12 Maths Standard 1 and 2 and Advanced	
Year 12 Business Studies - Research Task	
Year 12 PDHPE - Research Task	
Year 12 English Extension 2- Viva Voce	
Year 12 Industrial Technology Metal - Project Proposal Presentation	
Year 12 Industrial Technology MM - Project Proposal Presentation	
Year 12 Visual Arts - Viva Voce	
HSC PHYSICS - Assessment 1 - Research Task	
Term 4 - Week 10	16/12/2019
Year 12 Business Services- AS2	
HSC CHEMISTRY - Assessment 1 - Research Task	
Term 1 - Week 1	27/01/2020
English - Advanced, Standard and Studies Tutorial Presentation	
CAFS - IRP	
Term 1 - Week 2	3/02/2020
Year 12 Legal Studies - Crime Case Study	
Term 1 - Week 3	10/02/2020
Term 1 - Week 4	17/02/2020
Term 1 - Week 5	24/02/2020
Hospitality/Business Services Catch Up Work Placement	
Year 12 Maths Extension	
12 Exploring Early Childhood In-class Task	

Term 1 - Week 6	2/03/2020
Year 12 Industrial Technology Metal - Industry Study	
Year 12 Industrial Technology MM - Industry Study	
HSC BIOLOGY - Assessment 2 Genetics Research	
12 CAFS - In Class Task	
HSC CHEMISTRY- Assessment 2 Practical Investigation	6/03/2020
Term 1 - Week 7	9/03/2020
Year 12 Maths Standard 1 and 2	
Year 12 Maths Advanced	
12 PDHPE - In Class Task	
HSC PHYSICS- Assessment 2 Depth Study -In-class task (15 hours)	
SLR Prac	
Term 1 - Week 8	16/03/2020
Year 12 Design & Technology - Folio Development Task	
Year 12 Modern History - Via Voce	
Year 12 Music Ensemble Performance and Viva Voce	
Term 1 - Week 9	23/03/2020
12 SOR 1 Unit - Research Task	
12 SiCT - Multimodal Presentation	
Year 12 Legal Studies - Short Answers	
Year 12 Drama - Individual Project	
Term 1 - Week 10	30/03/2020
Year 12 Business Studies - Extended Response	
Year 12 Visual Arts - Case Study	
English Extension- Imaginative Writing Portfolio	
Term 1 - Week 11	6/04/2020
English Advanced/ Standard/Studies	
Term 2 - Week 1	27/04/2020
12 SOR 2 Unit - Research Task	
Year 12 English Extension 2 - Literature Review	
Term 2 - Week 2	4/05/2020
Term 2 - Week 3	11/05/2020
Year 12 Work Studies - Workplacement Study	
Term 2 - Week 4	18/05/2020
Term 2 - Week 5	25/05/2020
Year 12 Business Services- AS3	
Year 12 Maths Standard 1 and 2	
Term 2 - Week 6	1/06/2020
12 PDHPE - Training Program	
HSC PHYSICS Assessment 3 - Practical Investigation	
HSC CHEMISTRY Assessment 3 - Depth Study (15 hours in-class)	
Year 12 Modern History - Research Essay	
Year 12 CAFS - Research Task	

Term 2 - Week 7	8/06/2020
Year 12 Industrial Technology MM - Major Project & Folio	
Year 12 Industrial Technology Metal - Major Project & Folio	
Year 12 SLR Coaching	
Year 12 Exploring Early Childhood - Report	
Year 12 Business Studies - Financial Analysis	
Year 12 MATHS Extension	
History Extension	
Term 2 - Week 8	15/06/2020
Year 12 Maths Advanced	
HSC BIOLOGY - Assessment 3 IN- Depth Study (15 hours in-class)	
Year 12 Legal Studies - Extended Response	
Year 12 Drama - Group Performance & Logbook	
Work Studies	
Term 2 - Week 9	22/06/2020
12 SOR 2 Unit - Written Response and Summaries	
Year 12 English Extension 2 - Critique of the Creative Process	
Year 12 Design & Technology - Major Folio	
12 SiCT - Research Task	
Term 2 - Week 10	29/06/2020
English Advanced/ English Standard/Studies	
Year 12 Music Elective 1 and Core performance	
Year 12 Visual Arts - VAPD	
Term 3 - Week 1	20/07/2020
Extension English- Tutorial Video	
History Extension	
Term 3 - Week 2	27/07/2020
Term 3 - Week 3	3/08/2020
HSC Trial Exams (All Subjects) - Week 1	
Year 12 Music Elective 2 and 3 (Trial night)	
Term 3 - Week 4	10/08/2020
HSC Trial Exams (All Subjects) - Week 2	
Term 3 - Week 5	17/08/2020
Term 3 - Week 6	24/08/2020
Term 3 - Week 7	31/08/2020
SLR Prac	
Work Studies	
Term 3 - Week 8	7/09/2020
Term 3 - Week 9	14/09/2020
Term 3 - Week 10	21/09/2020
Year 12 Business Services- AS4	
Year 12 Hospitality - AS3	