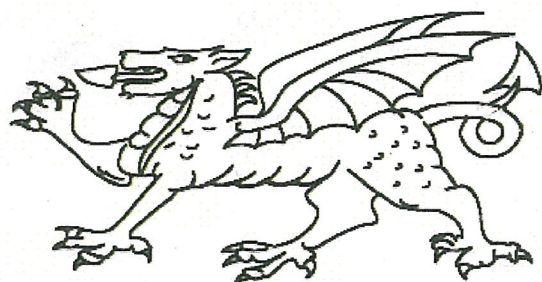


# MENAI HIGH SCHOOL



CARE AND COMMITMENT

## HIGHER SCHOOL CERTIFICATE

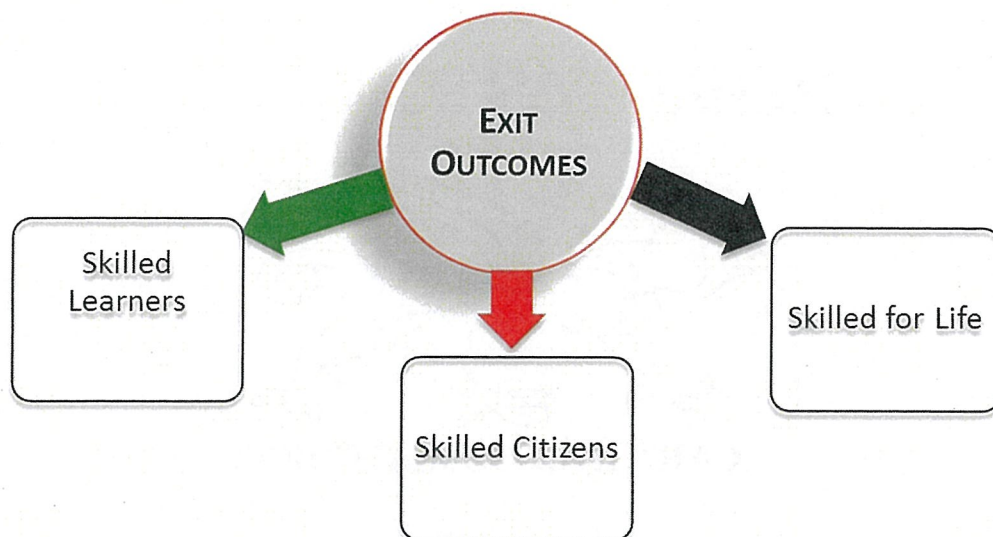
### ASSESSMENT BOOK

2022 and 2023

Principal ..... Mr J Stanley  
Deputy Principal (Year 12 2023) .....Ms R Allen  
Deputy Principal .....Ms E Sayed-Rich  
Deputy Principal.....Mr L Meagher

40 Gerald Road  
Illawong NSW 2234

Telephone: 9543 7000  
Fax: 9543 5513



### **Skilled Learners -**

with the capacity to be independent thinkers who are:

- Literate
- Numerate
- Creative
- Technologically Skilled
- Life Long Learners

### **Skilled Citizens -**

with a local, national and global perspective exercising the values of :

- Respect
- Empathy
- Tolerance
- Integrity
- Excellence

### **Skilled for Life -**

with life skills that enable a proactive approach to living through:

- Communication
- Adaptability
- Organisation
- Problem Solving
- Decision Making
- Resilience
- Teamwork
- Healthy Lifestyle





## THE REQUIREMENTS OF THE EDUCATION ACT 1990 AND AS PRESCRIBED BY NESAS IN RELATION TO NEW SOUTH WALES HIGHER SCHOOL CERTIFICATE

To be eligible for the award of the Higher School Certificate students must:

- (a) have gained the ROSA or such other qualifications as NESAS considers satisfactory;
- (b) have attended a government school (or accredited non-government school);
- (c) have satisfactorily completed courses that comprise the pattern of study required by NESAS for the award of the High School Certificate;
- (d) sit for and make a serious attempt at the requisite Higher School Certificate external examinations.

### Patterns of study

To qualify for the Higher School Certificate Year 11, 2022 and Year 12, 2023 students must satisfactorily complete a preliminary pattern of study comprising at least 12 units and an HSC pattern of study comprising at least 10 units. Both patterns must include:

- at least six units from Board Developed Courses;
- at least two units of a Board Developed Course in English;
- at least three courses of two units value or greater (either Board Developed or Board Endorsed courses);
- at least four courses.

To satisfy pattern of study requirements for the High School Certificate a student may count a maximum of six Preliminary units and seven HSC units from courses in science (see Appendix 1).

### Satisfactory Completion of a Course

The following course completion criteria refer to both Preliminary and HSC courses.

#### Course Completion Criteria

A student will be considered to have satisfactorily completed a course if, in the principal's view, there is sufficient evidence that the student has:

- (a) **followed** the course developed or endorsed by NESAS; 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.

Students who are frequently absent are in danger of not completing course requirements. "N" warning letters will be sent advising students and parents of the consequences.

### Completion of course requirements in a VET course

As with all other HSC courses, students undertaking VET courses may be deemed to have either completed or not completed course requirements. It should be noted that if a student fails to undertake any mandatory work placement component it may be determined that the student has not made a genuine attempt to complete course requirements. In this case the principal can indicate that the course has not been satisfactorily completed and the student may be eligible for an "N" determination.

If at any stage a student appears to be at risk of receiving an "N" determination in a VET course the principal will send "N" warning letters.



## Assessment of VET courses

Assessment in all VET courses is competency based. The student is assessed on what they can do (the skills) and what they know (the knowledge) that will equip them in the workplace. Students who have successfully achieved competency will have the skills and knowledge they need to complete workplace activities in a range of different situations and environments, to an industry standard of performance that is expected in the workplace.

Competency-based training is based on performance standards that have been set by industry. Thus, a student's performance is judged against this standard, not against the performance of other students.

Students will receive documentation showing the competencies achieved for the VET course undertaken. A student will be judged as either competent or not yet competent.

## ASSESSMENT AND REPORTING

The HSC report will provide a description of a student's achievements. School-based assessment tasks will contribute to 50% of the student's HSC mark. The school assessment mark will be based on a student's performance in the assessment tasks undertaken during the course.

The other 50% will come from the HSC examination.

HSC marks for 2 unit courses will be reported on a scale of 0 to 100. A mark of 50 will represent the minimum standard expected. If a student achieves the minimum standard expected in a course he or she will receive a mark of 50. There will be five performance bands above 50 that correspond to different levels of achievement in knowledge, skills and understanding. The band from 90-100 will correspond to the highest level of achievement.

On satisfactory completion of the HSC a student will receive a portfolio containing:

- The **HSC Testamur** (The official certificate confirming a student's achievement of all requirements for the award).
- The **Record of School Achievement** (This document lists the courses studied by a student and reports the marks and bands that student has achieved).
- **Course Reports.**

For every HSC Board Developed Course a student will receive a Course Report showing his or her marks, the Performance Scale and the band descriptions for that course.

### HSC Minimum Standard

Students need to meet the HSC minimum standard to receive the HSC. Details of the Minimum standards can be found on <https://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/hsc/hsc-minimum-standard>

### The Australian Tertiary Admissions Ranking (ATAR)

The requirements for the Australian Tertiary Admissions Ranking are determined by the universities. The ATAR is calculated by the Universities' Technical Committee on Scaling on behalf of universities in NSW and the ACT. A candidate's ATAR is calculated from the scaled aggregate of the marks in the best ten units in Board Developed HSC courses, to the following restrictions:

- At least two units of English must be included;
- At least three Board Developed courses of two units value or greater must be included;
- Courses from at least four courses must be included;
- 8 Units of Category A (Board Developed Courses) and at most, two units of category B courses may be included in the calculation of the ATAR.

[**Note:** Students wishing to have an ATAR calculated must indicate this on their HSC entry form. Students who do not meet the above requirements will not be eligible for an ATAR].



### **The Category B courses are:**

- Construction (240 hours)
- Entertainment Industry (240 hours)
- Information and Digital Technology (240 hours)
- Primary Industries (240 hours)
- Hospitality Operations (240 hours)
- Business Services (240 hours)

### **WHAT IS HSC ASSESSMENT?**

HSC Assessment is a mark gained by students in each of their HSC courses, based on their performance on set Assessment Tasks during those courses.

The final mark submitted as the Assessment is defined as: “The mark for each student studying a Board course which represents a measure of the student's achievement relative to other students by the end of the course in Year 12.”

The Assessment will be based on achievements measured throughout the course. It will encompass all syllabus objectives other than those relating to the affective domain.

### **WHY IS ASSESSMENT NECESSARY?**

The Assessment is intended to provide an indication of a student's attainment of a wider range of syllabus objectives than is measured by the single HSC examination, though it does cover all the objectives measured by the examination. The Assessment allows due weight to be given during the course to student achievement which, although evident to the class teacher, may not be adequately assessed in a single external examination.

### **WHAT ARE ASSESSMENT TASKS?**

These are the tasks used to assess a student in a particular aspect or aspects of a course and may include such things as major examinations, class tests, practical work, assignments, essays, oral presentations and other forms of class work.

These are marked to provide a rank order for students in a course. Year 11 HSC students will have a maximum of 3 formal assessments per course. Year 12 HSC students will have a maximum of 4 formal assessments per course.

### **WHAT IS INCLUDED IN THE ASSESSMENT?**

Teachers are free to choose whichever tasks they feel are the best for assessing the various components and for discriminating between candidates. Assessment programs can include formal exams, assignments, tests, oral work, fieldwork, laboratory work, projects and so on. Some courses have a requirement that certain skills (e.g. oral skills) must be assessed. The Course Assessment schedule will outline.

### **HOW IS THE ASSESSMENT POLICY ESTABLISHED?**

NESA runs the HSC provides guidelines in every course to schools. These guidelines are used by the school's teachers to draw up an Assessment Program for students. Assessment Programs in any course will differ from school to school in terms of how the assessment is being carried out but are the same in every school in terms of the areas of the syllabus that are being assessed and the weight placed on each component.

Faculty assessment schedules will show the components and their weightings for each course.



## WHEN DOES HSC ASSESSMENT START AND FINISH?

The Menai High School HSC Assessment Program will commence after the beginning of Term 4, Year 11 or the start of the HSC course. All HSC assessment tasks will be completed by the end of Term 3, Year 12, where possible.

Faculty assessment schedules will show students approximately when the HSC assessment period begins and ends for that course, and the approximate timing for each assessment task.

At least two weeks notice will be given for any task and it is the student's responsibility to report unduly onerous task loads immediately if they occur. This could include the scheduling of three tasks on the same day.

## HOW WILL THE INTERNAL AND EXTERNAL MARKS COMBINE TO PRODUCE THE HSC MARK?

The internal assessment and the external examination will carry an equal weighting in the determination of the student's HSC performance in the course.

The internal assessment marks and the marks on the external examination will be treated as follows:

- the course assessment marks submitted by the school will be moderated by the exam performance of the school group.
- the moderated assessment and the examination mark will be averaged to provide a composite mark.
- experienced markers will follow a structured procedure employing professional judgement to determine what composite marks will correspond to the borderline between each performance band. This step provides a set of 'mapping points' that enable student marks to be aligned with the performance scale.
- each student's moderated assessment and examination mark are then separately aligned to the performance scale
- the average of a student's assessment mark and examination mark, after alignment to the performance scale, is then reported as the student's HSC mark.

## WHAT ARE THE SCHOOL'S RESPONSIBILITIES?

### Does a student have to be told anything?

Each faculty will issue students with an Assessment policy for each of its courses students take. The faculty schedule will show:

- the components and their weightings as specified;
- an indication of when each of the assessment tasks will take place;
- the mark value of each task in relation to the total number of marks for the course;
- the nature of each assessment task (e.g. assignment);
- details of any special administrative arrangements associated with each task.

At least two weeks written notice will be given of the specific date and nature of any assessment task.

Students will also be told how well they did in each task, and on at least two occasions (when reports are issued) they will be told their ranking within the group undertaking each course.

**Teachers will also** -check the NESA course list to check the enrolment of students in the correct course.



**All senior students will be provided with** marking guideline criteria before each actual task is undertaken. All assessment tasks will contain a rubric (criteria to be addressed in the response) plus a list of outcomes tested. Teachers collaborate on the development of tasks and rubrics. Teachers employ marking procedures that ensure fairness. These procedures may include double marking, all tasks being marked by the same person or teachers dividing up papers to mark according to question.

All tasks should have access points for students. If the task is not modified for select students the task becomes null and void for that student.

A major works is one task. Teachers can set check in times through informal assessment but not to the weighting of the task.

## WHAT ARE A STUDENT'S RESPONSIBILITIES?

1. Students must make a serious attempt at every HSC assessment task or a mark of zero will be recorded. Submitted work may be classified as a non-serious attempt where it is frivolous or offensive. Failure to reach a level of achievement does not necessarily constitute a non-serious attempt. Where the school applies a penalty for a frivolous or offensive response, the issue should be recorded on the malpractice register eg if a student only completes the multiple choice section of an examination. If the student is registered for malpractice on more than one occasion their HSC may be placed in jeopardy.
2. Each student must complete the task by the time indicated on the calendar.
3. All work presented for assessment must be student's own work. (If this is found out not to be the case), then a mark of zero will be given for that task and the student may be disqualified from that course if the task has not been redeemed. A situation of non-original work being submitted will see a mark of "0" being awarded. Students who are found to plagiarise will be registered with NESAC on the malpractice register for undertaking malpractice. An attempt to do tasks at school will overcome this problem wherever possible.
4. Students should:
  - a allocate time to prepare for every test and assignment even though they may not count towards their final assessment.
  - b realise that all work done contributes to their skills and knowledge of the course which will help in assessment tasks.
  - c realise that good assessments may indicate that they are a reliable and/or conscientious student to a prospective employer.
5. Students who are required or choose to use technology to present classwork/course work or assessment tasks will need to ensure the work/task are saved in more than one place. Technology issues will not be an acceptable excuse.

A student's work must be consistent and of as high a standard as possible throughout the whole HSC course, in both assessment and non-assessment tasks. Non-assessment tasks must be completed for two reasons:

- They prepare the student for assessment tasks.
- If a student does not complete the non-assessment work related to the course, the student risks losing the principal's certification for his or her final HSC which shows acceptable participation and application in the course. This may lead to the student not being awarded this course at the HSC. It could also mean that the student is not eligible for an HSC because he or she does not have enough units. If the student's attendance and application is unsatisfactory in Year 11, the student may not complete the required number of units in Year 11, and so may not be able to progress to Year 12.

A student may only query a mark for an assessment task at the time it is returned.



## DOES A STUDENT HAVE TO DO THE ASSESSMENT TASKS?

**Yes.** A student who fails to complete 50% of the available marks will be regarded as not having satisfactorily completed the course of study. In cases of **NON-SATISFACTORY** completion, an "N" indicator will be submitted.

A student who does not comply with the assessment requirements in any course will have neither a moderated assessment mark nor an examination mark awarded for that course.

In the case of Extension courses, a student who fails to meet the assessment requirements for the co requisite 2 unit course will not receive a result in either course.

## DOES A STUDENT ONLY HAVE TO COMPLETE ASSESSMENT TASKS?

**No.** A student is expected to complete coursework for all courses. All work set in a course is part of the HSC Curriculum regardless of whether it is assessable or not and it is examinable at the HSC. A student may also receive an N Warning letter for non-completion of classwork.

## WHAT IS AN "N" OR A N DETERMINATION

A student who fails to complete 50% of the available assessment marks and these tasks have not been redeemed will be regarded as not having satisfactorily completed the course of study **and** will be awarded an N determination. A student may also receive N Warnings for non-completion of classwork. If the classwork tasks have not been redeemed the student will be regarded as not having satisfactorily completed the course of study and could be awarded an N determination.

In cases of **NON-SATISFACTORY** completion, an "N" indicator will be submitted to NESAs.

## WHAT SHOULD A STUDENT DO IF SENT AN N WARNING LETTER?

The assessment or course work needs to be done at the time. It is not to be redeemed at the end of the course. The school will go through the process of an N determination if the assessment or course work is not redeemed within a reasonable time frame.

## WHAT IF A STUDENT DOES NOT HAND WORK IN ON TIME?

It is the responsibility of the student to be present for, or to hand in assessment tasks at the required time indicated on the assessment notification. The latest a task can be handed in, if time is not indicated on the assessment notification, is close of business (4pm on the due date). No allowances are made for late arrival of work. Technology issues will not be an acceptable excuse. A student will need to ensure the work/task is saved in more than one place. If no viable excuse is forthcoming and the policy below is not followed, then a mark of zero will be recorded and a non-attempt registered next to the student's name.

## WHAT PERCENTAGE OF ASSESSMENT TASKS CAN A STUDENT USE AN ILLNESS/ MISADVENTURE APPEAL?

A student can only use an illness /misadventure appeal for a maximum of 40% of the assessment marks. Students must do 60% of assessment as true assessment. In extreme cases, which are supported by evidence/documentation, the principal may consider appeals to relax the 60% true assessment guidelines. A decision will be at the discretion of the Principal or the Principal's representative.



## WHAT HAPPENS IF A STUDENT IS ABSENT THROUGH ILLNESS OR MISADVENTURE?

If a student is absent for an assessable task, or fails to hand in a task on time, must inform the Head Teacher of that course by phone, fax or email **on the day of the task**. Failure to do so will result in a non-attempt being recorded for the task. The student when contacting the Head Teacher is to give an expected date for return to school. Evidence must be supplied to support the day/s absent from school and must be attached to the Illness/misadventure application. The Illness/misadventure review panel will consider all evidence from the school and the student and decide if the application is upheld or declined. The illness/misadventure panel consists of senior executive and executive members. In extreme circumstances a decision will be at the discretion of the Principal or the Principal's representative.

### **If absent due to illness/misadventure, on the first day of return to school the student is to:**

- i) See the Head Teacher to negotiate an alternative time or task.
- ii) Be prepared to do the exam or assessment task or hand in the task on the first day of return to school.
- iii) Collect a **Menai High School illness misadventure** form to complete and return to the Head Teacher the next day with appropriate documentation as evidence of the reason for their absence. A doctor's certificate is the only acceptable evidence in the case of illness. In the case of misadventure, written evidence from a parent/caregiver is required and in some instances, the school may request additional evidence. A medical certificate must cover the date/s registered on the illness misadventure application. A medical certificate that merely states you were unfit for work/study is unacceptable. The Illness / Misadventure panel will review the application.
- iv) Failure to do the above steps will result in a N warning letter for non-attempt plus a mark of zero being recorded for that task.

**NB:** If the due date is the last day of term, the student must contact the Head Teacher that day and on the first day of return of the new term must see the Head Teacher of the subject and follow the above steps ( i to iv)

- v) If a student is absent from an assessment task due to work placement for a VET course or school representation he or she will do the task or an alternate task at a more suitable time. Work placement is a mandatory requirement for VET courses.

### **What is the due date of the of illness misadventure application?**

The application must be lodged within two days of returning to school. For example student returns Monday , the application must be lodged by close of business Wednesday.

## WHAT HAPPENS IF A STUDENT IS ILL DURING THE EXAM OR CLASS TASK?

### **If a student is ill during an examination or class task the student is to:**

If a student is ill, attends the examination/ class task, and attempts the task he or she may lodge an illness/misadventure form (appendix 1 p17). A medical certificate is required for illness. Evidence such as written evidence from a parent/caregiver; police report can be used for misadventure. For the formal examination periods if a student is ill or experiences a misadventure the student must **notify** the supervisor of the examination/ task as the student enters the examination/task. The supervisor may be required to record evidence for a student's Illness/misadventure application. The student must also notify the Head Teacher of the subjects / HT Administration on the day of the exam.



### What is the due date of the illness misadventure application?

The final due date to lodge the **application** is **within two days** after the class task. For formal examinations the **application** must be completed and **lodged** by close of business by the date of the final exam of the exam period.

If representing the school it is not automatic that the exam/assessment task will be rescheduled. This will be at the discretion of the Principal or Principal's representative. If representing the school it is the student's responsibility to inform their teacher 48 hours before the task. If the student's case is valid then the Head Teacher may direct:

- an extension of time;
- completion of an alternative task;
- an estimate (at the Principal's discretion).

Each case will be judged on its merits. Alternative arrangements will not automatically be made on request.

### Formal exams

If illness or misadventure has occurred, consideration will only occur if all required applications and evidence have been provided to DP or HT Administration, or Head Teacher of the course. It is not automatic that the exam will be rescheduled. This will be at the discretion of the Principal or Principal's representative. If representing the school it is not automatic that the exam will be rescheduled. This will be at the discretion of the Principal or Principal's representative. The missed exams can only be rescheduled during the exam period and the first day of return back to normal lessons. This is due to the strict deadlines for administration tasks required by NESAs

Failure to comply with the requirements in the section above will result in a mark of zero for that task and an 'N' warning letter being issued.

On the day of Assessable Tasks, a student **MUST attend all timetabled lessons**, otherwise he or she will be considered absent and require a medical certificate; the evidence must cover the date of the illness/misadventure. Staff will monitor student attendance and should a student be noted as regularly taking days off prior to assessment tasks, a meeting will be convened with this student and their parents. No student should gain an unfair advantage over other students.

### ARE THERE ANY DISABILITY PROVISIONS GIVEN?

**Yes.** There are disability provisions for a student with a disability or disabilities. The student can appeal for illness or misadventure. These matters can be discussed with the student's Year Adviser or Head Teacher Support and/or the Deputy Principal. NESAs closing date for a disability application for HSC is last day of term 1.

The school in consultation with parents/ carers will endeavour to follow the NESAs guidelines when deciding / providing disability provisions, however the school cannot guarantee the same provision will be provided by NESAs.



## MALPRACTICE IN ASSESSMENT TASKS

### What if a student cheats?

All work presented in Assessment Tasks must be the student's own work. If the student uses someone else's work, or cheats in any way, the student will be guilty of malpractice. This includes downloading other people's work off the Internet.

Any student found guilty of malpractice in an Assessment Task will receive no marks for that task and will be regarded as not having attempted the task. Parents will be informed of this decision and the reasons for it. The student will be registered with NESAC and placed on the malpractice register.

The Principal, in consultation with the Head Teacher of the course involved, will decide whether such conduct warrants further action. This may mean that the student could be declared unsatisfactory in that course, and consequently may be ineligible for the award of a Higher School Certificate.

A student must have completed the 'All My Own Work' course. If the student did not complete the "All My Own Work" course in Year 11, the student will not be registered with NESAC and cannot gain an HSC.

### How does a student know assessment tasks are fair when more than one class is following the same course?

Common assessment programs should be followed with common tasks, conditions and marking procedures.

When preparing a brief for any assessment task being undertaken by parallel classes, teacher/s develop a shared understanding of the nature and extent of the support they are prepared to provide. At the outset, teachers clearly advise students of the degree of teacher involvement in revision, the development, rehearsal or execution of a work.

### What should a student do if he or she is concerned that malpractice has occurred?

The student should share his or her concerns with the Head Teacher for the course or the Deputy Principal. The school will respond to the concerns as per NESAC's guidelines.

## STUDENT MALPRACTICE REGISTER

A register has been set up by NESAC and all schools are required to participate by entering information on proven cases of malpractice in HSC assessment tasks. Malpractice is any attempt to gain an unfair advantage over other students. Types of malpractice in HSC assessment tasks may include, but are not limited to:

- Being in possession of unauthorised notes or electronic devices during a test or examination
- Using the words, ideas, designs or workmanship of others without acknowledgement
- Copying from another student
- Paying someone to write or prepare an assessment task.

### Is the late submission of a task or a non-serious attempt considered malpractice?

Late submission of assessment tasks may be malpractice where it is proven to be a deliberate mechanism to gain advantage over other students. A student may submit overdue assessment work for a variety of other reasons not considered malpractice, such as illness, technical or transport issues or lack of motivation.

Submitted work may be classified as a non-serious attempt where it is frivolous or offensive. Failure to reach a level of achievement does not necessarily constitute a non-serious attempt.



Where the school applies a penalty for a frivolous or offensive response, the issue should be recorded on the malpractice register.

## CONFIDENTIALITY OF ASSESSMENTS

NESA requires that the Assessment mark as submitted to NESA "not be made available to students".

A student's final school assessment mark will be moderated by NESA according to the school's performance in that course at the HSC examination. Since the mark sent in from the school to NESA will be altered before it goes on the HSC, the school assessment mark is confidential.

At the completion of the HSC students will be able to see their assessment rankings in each course studied. The procedure for this will be outlined to students before you commence your exams.

## CAN A STUDENT SEEK A REVIEW OF HIS OR HER ASSESSMENT RANKING?

Yes. A student may seek a review of their ranking if their position in the order of merit differs significantly from expectations, based on feedback from assessment tasks. A student applies through the Principal.

A review can only be requested to the Principal, in writing, within two school days of receiving the Academic report stating the rank order in each course.

## WHAT ARE THE GROUNDS FOR REVIEW?

There are three grounds only for a review -

- i) a computational or clerical error
- ii) the correct weightings for components were not used
- iii) the stated assessment policy was not followed.

A student is not entitled to seek a review of a teacher or teachers' judgements of the worth of individual performance in assessment tasks. The marks and grades awarded for a course cannot be reviewed. Any disputes over individual marks must be resolved at the time a task is returned. If a student wishes to dispute a mark they must bring it to the attention of the Head Teacher who will liaise with the teacher to determine an appropriate outcome.

A student wishing to appeal against the grade(s) in any course awarded to him or her by the school should submit an appeal, together with evidence, to the Principal. Appeals can only be successful if it can be substantiated that grade(s) awarded in the course are inconsistent with progressive reporting.

There can be no appeal to NESA against a school's judgement of a student's performance on a particular task. Any disputes over an individual task must be resolved within the school at the time the task is returned.

## WHAT IF A STUDENT IS NOT SATISFIED WITH THE OUTCOME OF THE SCHOOL REVIEW?

A student may appeal to NESA. NESA will consider whether the school's review process was adequate and proper in all respects. If the appeal is upheld, NESA will direct the school to carry out a further review.

## NESA “N” DETERMINATION PROCESS

If it appears that a student is at risk of not meeting the internal assessment requirements in a course or not meeting general course requirements, a warning must be given. The principal must:

- (a) advise the student in writing, in time for the problem to be corrected, and alert the student to the possible consequences of an “N” determination,
- (b) advise the parent or guardian in writing if the student is under 18,
- (c) request from the student/parent a written acknowledgement of the warning,
- (d) issue at least one follow-up warning letter;

A student who does not satisfactorily complete out-standing work will be issued with a “N” Determination and will be advised to sit for the HSC exam in courses he or she has received “N” Determination.

### Review of “N” Determination

A student seeking a review of “N” determination must apply to the principal by a set date. An internal review will then be conducted and a written outcome provided to the student.

The school will advise NESA of the outcome of any review of “N” determinations.

A student who is dissatisfied with the outcome of the school review may appeal to NESA.

## WHAT IF A STUDENT HAS A PROBLEM THAT NEEDS FURTHER EXPLANATION THAN IS GIVEN HERE?

This is very important. A student must discuss the matter with his or her Year Adviser and/or assessment coordinator as quickly as possible. Assistance will always be available but quite often the communication will need to be initiated by the student. At Menai High School Deputy Principals act as the assessment coordinators. Students are also encouraged to log into their NESA Student Online account. Students can contact NESA directly.



## **IMPORTANT DATES for 2022 - 2023**

A student must complete the following paperwork at the required time. If absent the student must see the supervising DP immediately upon returning to school.

### **Term 4 2022**

- Sign off on assessment policy/quiz end of Week 4
- Complete HSC Checklist Week 5 when HSC Pattern of Study interviews occur. Hand to DP.
- Check that personal details and course information held by NESA is correct. Confirmation of entry forms must be signed.
- All changes to address, courses must be notified to NESA via your supervising DP.
- Pattern of study interviews concerning dropping subjects/picking up extensions.

### **Term 1 2023**

- An interim report will be provided in Term 1
- Disability provisions due
- Parent teacher night

---

### **Term 2 2023**

- Check that personal details and course information held by NESA is correct. Confirmation of entry forms must be signed.
- A report will be given in Term 2 to Year 12 at a parent teacher night

### **Term 3 2023**

- Trial performance HSC exams.
- Trial HSC exams week 2 to week 3.
- University Early entry, selective entry, scholarships and UAC Disadvantage access applications due.
- Body of Work, Major works, Personal Interest Project and practical exams.
- Graduation and Year 12 Picnic.



## Appendix 1 MENAI HIGH SCHOOL ILLNESS/MISADVENTURE APPLICATION

Name: \_\_\_\_\_

Information Guide for Students Menai High Illness/Misadventure program assists students who:

- Are prevented from attending an examination (including a practical examination) due to illness or unforeseen misadventure, or
- Consider that their performance in an examination has been affected by illness or misadventure immediately before or during the examination.

### Attendance at Examinations

You should attend every examination if at all possible. Do not miss an examination just because you do not feel able to do your best. The Illness/Misadventure program is designed to support students who perform below their expectations because of illness or misadventure.

If you do not attend an examination and your Illness/Misadventure application is unsuccessful, you will not receive a result in that course. This could mean that you are ineligible for the award of the Higher School Certificate. NESA does not expect you to attend an examination against specific medical advice. If you cannot attend an examination (including a practical examination) because of illness or misadventure, you must notify the Head Teacher, Deputy Principal or Head Teacher administration immediately.

### Evidence of Your Illness or Misadventure

It is very important to provide independent evidence with your application. You should seek independent evidence on the same day, either immediately before or after each examination for which you are applying. The documentation you provide must be current, specific to the date and time of the examination, and submitted with the application form. **A medical certificate that merely states you were unfit for work/study is unacceptable.**

### Written Examinations

If you are suffering from illness or misadventure, but are still able to attend the examination, notify the teacher/ Head teacher for the class assessment or Presiding Officer (the person supervising the examination) when you enter the examination room. If the illness or misadventure occurs during the task / examination, notify the teacher/ Presiding Officer at once. Do not hesitate to approach the teacher/ Presiding Officer. He/she is there to help you.

### Examination Illness/Misadventure Application Checklist

Please tick to ensure:

- you have correctly recorded your student name
- you have completed Section A for EACH AND EVERY exam session for which you wish to apply
- you have had Section B completed and/or attached the relevant documents for each exam for which you are applying

# MENAI HIGH SCHOOL ILLNESS/MISADVENTURE APPLICATION

To be used when illness or misadventure has affected your examination/assessment task performance or prevented your attendance at an exam or assessment task.

## Submitting your form

Present this completed form and other documentation to the Deputy Principal for formal examinations and to Head Teachers for assessment tasks.

## Closing Dates for Applications

Class task: TWO days after the task or submission date.

Formal examinations: No later than the last day of the formal examination period.

## Section A

Student's Name:..... Year:..... Date of Application: .....

Examination/Assessment Task	Examination date or Task submission date	Class Teacher

## Student Application

*I consider that my examination/assessment task performance was affected by illness or unforeseen misadventure before or during the examination/assessment period.*

*I declare that all the information I have supplied is true.*

Student signature: ..... Date: .....

---

## Receipt of Illness/Misadventure Form

This section is to be removed and kept by the student as proof of form being completed.

Student name:

Form handed to (Teacher name and signature):

Date:



SECTION A:

Name: .....

To be completed by the student.

Date	Examination or Assessment Task	Details of Effect on Performance (Describe how unforeseen illness or misadventure affected your performance or prevented your attendance)	Did you attend the exam or hand in your task? (Yes/No)

SECTION B:

Name: .....

Evidence of Illness/Misadventure

Attach copies of supporting evidence such as letters from a doctor or doctors, counsellors' reports, etc. to the end of this application. Originals must be made available on request.

List documents that you have attached to this application below.

**A medical certificate that merely states you were unfit for work/study is unacceptable.**

1.....

2.....

3.....

4.....

5.....

6.....

7.....

8.....

9.....

10.....



### SECTION C:

Name: .....

To be completed by the course Head Teacher/Deputy Principal.

Name of Task:

\_\_\_\_\_

Valid evidence provided by student: Yes/No

Review Panel decision: Upheld / Declined.

Action required by class teacher:

\_\_\_\_\_

Action required by Student:

\_\_\_\_\_

Result / Outcome

Panel 1 ..... 2 .....

3 .....

Signed: .....  
(Student)

Date : .....

Signed: .....  
(Head Teacher/Deputy Principal)

Date : .....



**Preliminary Assessment Policy HSC Checklist (must return this form to the Deputy Principal)**

I, \_\_\_\_\_ have received and read the Menai High School Senior Assessment Policy and Procedures Booklet for 2022/2023. I am currently enrolled in the following courses:

1.	4.
2.	5.
3.	6.
7.	8.

External Education Facility	Course/Subject Studied
Saturday School of Community Language	
Sydney Distance Education	
Other (please specify)	

**I wish to gain an ATAR in 2023 YES / NO**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

CHECKLIST		
PRELIMINARY AND HSC REQUIREMENTS		
YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Am I studying 2 Units of English?
<input type="checkbox"/>	<input type="checkbox"/>	Am I studying at least 3 courses of 2 unit value or greater?
<input type="checkbox"/>	<input type="checkbox"/>	Am I studying at least 4 courses?
<input type="checkbox"/>	<input type="checkbox"/>	Am I studying at least 10 units for the HSC?
<input type="checkbox"/>	<input type="checkbox"/>	Am I studying at least 6 units from Board Developed Courses?
<input type="checkbox"/>	<input type="checkbox"/>	Am I studying more than 7 units of Science courses? (HSC Yr 12)

ATAR REQUIREMENTS		
YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Am I studying less than 10 units of Board Developed Courses?
<input type="checkbox"/>	<input type="checkbox"/>	Am I studying at least 2 units of English?
<input type="checkbox"/>	<input type="checkbox"/>	Am I studying at least 4 courses?
<input type="checkbox"/>	<input type="checkbox"/>	Am I studying two Category B courses? If you have ticked 'yes' for this question, see your Deputy

**On what is my ATAR based?**

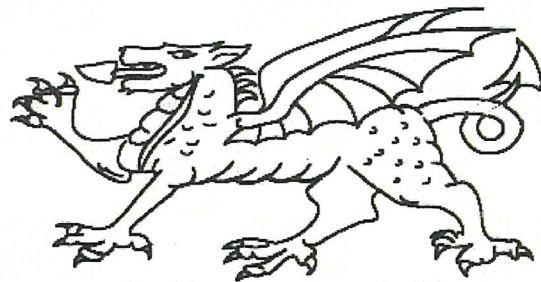
Your ATAR will be based on the aggregate of scaled marks in 10 units of Board Developed Courses comprising: \*2 Units of English, \*your **best** 8 units chosen from your remaining units

**With the following restrictions:**

\*you must satisfactorily complete English, \*you can include only 1 Category B course, \*you must include at least 4 courses.



**MENAI HIGH SCHOOL**



**CARE AND COMMITMENT**

**HIGHER SCHOOL CERTIFICATE**

**ASSESSMENT SCHEDULE**

**2022 and 2023**



# Year 12 Assessment Schedule

FAC Subject		Week beginning & ending	2022 Term 4 - 10 Oct to 20 Dec										2023 Term 1 - 28 Jan to 08 Apr										2023 Term 2 - 24 Apr to 30 Jun										2023 Term 3 - 17 Jul to 22 Sep										# Tasks		Total Marks																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
			1		2		3		4		5		6		7		8		9		10		1		2		3		4		5		6		7		8		9		10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
			Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
			Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight	Task #	Weight				Task #	Weight																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
HSIE	Ancient History																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											



## Year 12 Assessment Schedule

[illegible]







Biology 2 Unit 2023				
Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3
		Term 4 Week 9	Term 1 Week 7	Term 2 Week 7
		First Hand Skills & Information Processing Task Skills Task #1	First Hand Skills & Information Processing Task Skills Task #2	Depth Study Task: Research Project
		12-4, 12-5, 12-6, 12-12	12-4, 12-5, 12-6, 12-13	12-1, 12-2, 12-3, 12-7
Outcomes				12-6, 12-12, 12-13, 12-14, 12-15
Skills in Working Scientifically	60%	20%	20%	20%
Knowledge and Understanding	40%	5%	5%	30%
Marks (%)	100%	25%	25%	20%
				30%



Business Studies 2 Unit 2023					
Components (Syllabus)	Weightings (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 8	Term 1 Week 9	Term 2 Week 9	Term 3 Weeks 2 & 3
Outcomes	40%	Operations Assessment Task	Finance Stimulus Task	Inquiry Based Marketing Task	Trial HSC
		H1; H2; H9	H1; H8; H10	H4; H5; H6; H7; H8	H1; H2; H3; H9; H10
		10%	5%	10%	15%
		5%	10%		5%
			5%	15%	
Knowledge and understanding of course content	20%		5%		10%
Stimulus-based skills	20%				
Inquiry and research	20%				
Communication of business information, ideas and issues in appropriate forms	20%				
Marks (%)	100%	20%	25%	25%	30%



Chemistry 2 Unit 2023					
Components (Syllabus)	Weightings (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 7	Term 1 Week 5	Term 2 Week 7	Term 3 Weeks 2 & 3
Outcomes		First Hand Skills & Information Processing Task: Skills Task #1	Depth Study Task: Research Project	First Hand Skills & Information Processing Task: Skills Task #2	Formal Exam: Trial HSC Examination
		12-4, 12-5, 12-6, 12-12	12-1, 12-2, 12-3, 12-7	12-4, 12-5, 12-6, 12-14	12-12, 12-13, 12-14, 12-15
	60%	20%	20%	20%	
	40%	5%		5%	30%
Marks (%)	100%	25%	20%	25%	30%







Dance 2 Unit 2023					
Components (Syllabus)	Task 1		Task 2	Task 3	Task 4
	Term 4 Week 9		Term 1 Week 8	Term 2 Week 9	Term 3 Weeks 2 & 3
Weights (Syllabus)	Core Performance		Major Study Performance Progress	Trial HSC Practical Examination Core Composition, Major Study, Performance, Logbook	Trial HSC Written Examination
Outcomes	H1.1,H1.2,H1.3,H2.1,H2.2,H2.3		H1.1,H1.2,H1.3,H2.1,H2.2,H2.3	H1.1,H1.2,H1.3,H2.1,H2.2,H2.3,H3.1,H3.2,H3.3	H1.1,H1.2,H1.3,H4.1,H4.2,H4.3,H4.4,H4.5
	20%				
Performance	20%				
Composition	20%			20%	
Appreciation	20%				20%
Major Study	40%		20%	20%	
Marks (%)	100%		20%	40%	20%



## Drama 2 Unit 2023

Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 9	Term 1 Week 9	Term 2 Week 10	Term 3 Weeks 2 & 3
		Performance and Research Essay	Performance and Research Essay	HSC Practical Trial Exam Group Performance, Individual Project, Logbooks	HSC Written Trial Exam
Outcomes		H1.1,H1.2,H1.3,H1.4,H1.7,H2.1, H2.2,H2.4,H2.5,H3.1,H3.2, H3.3,H3.4,H3.5	H1.1,H1.2,H1.3,H1.4,H1.7,H2.1, H2.2,H2.4,H2.5,H3.1,H3.2, H3.3,H3.4,H3.5	H1.1,H1.2,H1.3,H1.4,H1.5,H1.6,H2.1, H2.2,H2.3,H2.4,H2.5	H3.1,H3.2,H3.3,H3.4,H3.5
Making	40%	10%	10%	20%	
Performing	30%	5%	5%	20%	
Critically Studying	30%	5%	5%		20%
Marks (%)	100%	20%	20%	40%	20%







Engineering Studies 2 Unit 2023				
Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3
		Term 4 Week 10	Term 1 Week 5	Term 2 Week 4
		Civil Engineering Solution and Report	Civil Structures + Transport Engineering Problem-Solving	Aeronautical Materials Modification Research
Outcomes		H1.2, H2.1, H3.1, H3.2, H3.3, H4.3, H5.1, H5.2, H6.2,	H3.1, H3.2, H4.2, H5.1, H6.1, H6.2	H1.1, H1.2, H2.2, H3.2, H3.3, H4.1, H4.3, H5.1, H5.2
Knowledge and understanding of course content	60%	10%	10%	20%
Knowledge and skills in research, problem solving and communication related to engineering practice	40%	15%	10%	10%
Marks (%)	100%	25%	20%	25%
				30%



# English Advanced 2 Unit 2023

Components (Syllabus)		Task 1		Task 2		Task 3		Task 4	
		Term 4 Week 10		Term 1 Week 9		Term 2 Week 10		Examination Period	
		Open Book Test		Module A - Multimodal + Class Test		Module B - Class Test		Trial Examination	
Writing						Viewing/Speaking/Representing		Reading/Writing	
	Knowledge and understanding of course content	10%		10%		15%		15%	
	Skills in responding and composing	10%		10%		15%		15%	
Outcomes		EA12-1, 12-8 (Essay) 12-2, 12-9 (Composition based on study of Common Module)		EA 12-1,4, 5, 6 (Essay) 12-1, 5, 9 (Composition based on study of Module B)		EA 12-3, 5, 6 (Essay), 12-2, 12-4 (Composition based on study of Module A)		EA 12-1, 12-3, 12-4, 12-5, 12-6, 12-7, 12-8, 12-9	
Common Module: Texts and Human Experiences		35%		20%				15%	
Module A: Textual Conversations		20%		15%				5%	
Module B: Critical Study of Literature		20%				15%		5%	
ModuleC: Craft of Writing		25%		10%		10%		5%	
Marks (%)		100%		20%		25%		30%	



## English Extension 1 Unit 2023

Components (Syllabus)	Weights (Syllabus)	Task 1		Task 2		Task 3	
		Term 1 Week 2		Term 2 Week 5		Examination Period	
		Critical Response Literary Worlds Portfolio - Critical & Creative Response		Tutorial Presentation		Trial Examination	
		Reading/Writing		Speaking/Listening/Viewing/ Representing		Reading/Writing	
		EX 12-1,2,4,5		EX12-1,3,4		EX12-1,2,3,4,5	
Outcomes		EX 12-1,2,4,5		EX12-1,3,4		EX12-1,2,3,4,5	
Knowledge and understanding of how and why texts are valued	50%	15%		20%		15%	
Skills in complex analysis analysis composition and investigation	50%	15%		20%		15%	
Marks (%)	100%	30%		40%		30%	



English Extension 2 Unit 2023				
Components (Syllabus)	Task 1		Task 2	Task 3
	Term 1 Week 6		Term 2 Week 5	Term 2 Week 10
	Viva Voce (including written proposal)		Literature review	Critique of the creative process
	Speaking		Reading/Writing	Writing
Outcomes	EEX12-1, EEX12.4, EEX12.5		EEX12.1, EEX12.2, EEX12.3, EEX12.4	EEX12.1, EEX12.2, EEX12.3, EEX12.4
Skills in extensive independent research	50%	15%	20%	15%
Skills in sustained composition	50%	15%	20%	15%
Marks (%)	100%	30%	40%	30%



## English Standard 2 Unit 2023

Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 10	Term 1 Week 9	Term 2 Week 10	Examination Period
Knowledge and understanding of course content		Open Book Test	Module B - Multimodal + Class Test	Module A - Class Test	Trial Examination
		Writing	Reading/Writing	Representing/Writing/Speaking	Reading/Writing
		7.5%	12.5%	12.5%	15%
		7.5%	12.5%	12.5%	15%
Skills in responding to and composing					
Outcomes		EN12.4, EN12.3, EN 12.6, EN12.7	EN12.3, EN12.4, EN12.6, EN12.7, EN12.8	EN12.1, EN12.2, EN 12.5, EN12.7, EN12.8, EN12.9	EN12.1, EN12.2, EN12.3, EN12.4, EN12.5, EN12.6, EN12.7, EN12.8, EN12.9
		20%			15%
				15%	5%
			15%		5%
			10%	10%	5%
Marks (%)	100%	20%	25%	25%	30%



English as an Additional Language or Dialect 2023					
Components (Syllabus)	Weightings (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 8	Term 1 Week 8	Term 2 Week 8	Term 3 Weeks 2 & 3
		Topic test (short answer and extended response)	Analytical Response	Multimodal Presentation	Trial Examination
Outcomes		Reading/Writing	Writing	Speaking/Reading/Writing	Listening/Reading/Writing
		EAL12.1A, EAL12.3, EAL12.5, EAL12.6, EAL12.7	EAL12.1A, EAL12.3, EAL12.4, EAL12.5, EAL12.7	EAL12.1A, EAL12.1B, EAL12.2, EAL12.3, EAL12.4, EAL12.8	EAL12.1B, EAL12.3, EAL12.5, EAL12.6, EAL12.7, EAL12.9
	Module A: Texts and Human Experiences	25%			15%
	Module B: Language, Identity and Culture		20%		
	Module C: Close Study of Text			25%	
	Module D: Focus on Writing				15%
Marks (%)					
	100%	25%	20%	25%	30%



English Studies 2 Unit 2023					
Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 8	Term 1 Week 6	Term 2 Week 8	Term 3 Weeks 2 & 3
Outcomes	50%	Multimodal presentation with related material	Research Task	Collection of Classwork	Trial HSC Examination
		Mandatory module: Texts and Human Experiences	Elective Module: We are Australians	All modules	Mandatory module and Elective - The Big Screen
		ES12-1, ES12-4, ES12-5, ES12-6, ES12-8	ES12-3, ES12-5, ES12-7, ES12-8, ES12-9	ES12-1, ES12-4, ES12-5, ES12-7, ES12-10	ES12-2, ES12-3, ES12-4, ES12-5, ES12-9
		15%	10%	15%	10%
Knowledge and understanding of course content	50%				
Skills in: - Comprehending texts - Communicating ideas - Using language accurately, appropriately and effectively	50%	10%	15%	15%	10%
Marks (%)	100%	25%	25%	30%	20%



Food Technology 2 Unit 2023					
Components (Syllabus)	Weightings (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 7	Term 1 Week 7	Term 2 Week 6	Term 3 Weeks 2 & 3
		The Australian Food Industry	Food Manufacture	Food Product Development	Trial HSC Examination
Outcomes					
Knowledge and understanding of course content	40%	10%	5%	5%	20%
Knowledge and skills in designing, researching, analysing and evaluating	30%	5%		15%	10%
Skills in experimenting with and preparing food by applying theoretical concepts	30%		15%	15%	
Marks (%)	100%	15%	20%	35%	30%



Geography 2 Unit 2023				
Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3
		Term 4 Week 9	Term 1 Week 7	Term 2 Week 7
		Urban Places - Topic Test	Urban Dynamics Essay	Ecosystem at Risk - In class essay
Outcomes		H1; H2; H3; H4; H5; H6; H12	H1; H2; H5; H7; H8; H9	H5; H7; H8; H9
Knowledge and understanding of course content	40%	10%	15%	5%
Geographical tools and skills	20%	10%		
Geographical inquiry and research, including fieldwork	20%		10%	10%
Communication of geographical information, ideas and issues in appropriate forms	20%	5%		5%
Marks (%)	100%	25%	25%	20%
				30%



History Extension 1 Unit 2023				
Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3
		Term 2 Week 8	Term 2 Week 10	Term 3 Weeks 2 & 3
		History Project - Historical Process	History Project - Essay	Trial HSC Exam
		HE 12-1, 12-2, 12-3, 12-4	HE 12-1, 12-2, 12-3, 12-4	HE 12-1, 12-3, 12-4
Outcomes				
Knowledge and understanding of significant historiographical ideas and processes	40%		10%	30%
Skills in designing, undertaking and communicating historical inquiry and analysis	60%	30%	30%	
Marks (%)	100%	30%	40%	30%



Industrial Technology 2023				
Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3
		Term 4 Week 6	Term 1 Week 5	Term 3 Week 1
		Presentation + Section 1 Folio	Topic Test - Industry Study	Project Development Project
		HH3.1, H3.2, H3.3, H4.2, H5.1, H5.2, H6.2,	H1.1, H1.2, H1.3, H3.2, H5.1, H7.1, H7.2,	H1.1, H1.2, H3.1, H4.3, H6.1, H7.1, H7.2,
Outcomes				
Knowledge and understanding of course content	40%		15%	5%
Knowledge and skills in the design, management, communication and production of a major project	60%	30%		20%
Marks (%)	100%	30%	15%	25%
				30%



Information Processes and Technology 2 Unit 2023						
Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3	Task 4	
		Term 4 Week 7	Term 1 Week 10	Term 3 Week 1	Term 3 Weeks 2 & 3	
					HSC Trial Examination	
Outcomes		H1.1, H2.2, H5.1, H6.2, H7.1, H7.2	H2.1, H3.1, H4.1, H5.2	H1.2, H2.2, H3.2, H4.1, H6.1	H1.1, H1.2, H2.1, H2.2, H3.1, H3.2, H4.1, H5.1, HY5.2, H6.1, H6.2, H7.1, H7.2	
Knowledge and understanding of course content	60%	5%	20%	20%	15%	
Knowledge and skills in the design and development of information systems	40%	10%	0%	15%	15%	
Marks (%)	100%	15%	20%	35%	30%	



Investigating Science 2023									
Components (Syllabus)	Weights (Syllabus)	Task 1		Task 2		Task 3		Task 4	
		Term 4 Week 8		Term 1 Week 6		Term 2 Week 8		Term 3 Weeks 2 & 3	
		First Hand Skills & Information Processing Task: Skills Task #1		Depth Study Task: Research Project		First Hand Skills & Information Processing Task: Skills Task #2		Formal Exam: Trial HSC Examination	
Outcomes		12-4, 12-5, 12-6, 12-12		12-1, 12-2, 12-3, 12-7, 12-13		12-4, 12-5, 12-6, 12-12		12-6, 12-13, 12-14, 12-15	
Skills in Working Scientifically	60%	20%		20%		20%			
Knowledge and Understanding	40%	5%				5%		30%	
Marks (%)	100%	25%		20%		25%		30%	

Components (Syllabus)	Weights (Syllabus)	Task 1		Task 2		Task 3		Task 4	
		Term 4 Week 8		Term 1 Week 6		Term 2 Week 8		Term 3 Weeks 2 & 3	
		First Hand Skills & Information Processing Task: Skills Task #1		Depth Study Task: Research Project		First Hand Skills & Information Processing Task: Skills Task #2		Formal Exam: Trial HSC Examination	
Outcomes		12-4, 12-5, 12-6, 12-12		12-1, 12-2, 12-3, 12-7, 12-13		12-4, 12-5, 12-6, 12-12		12-6, 12-13, 12-14, 12-15	
Skills in Working Scientifically	60%	20%		20%		20%			
Knowledge and Understanding	40%	5%				5%		30%	
Marks (%)	100%	25%		20%		25%		30%	



Japanese Beginners 2 Unit 2023					
Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 9	Term 1 Week 8	Term 2 Week 7	Term 3 Weeks 2 & 3
Outcomes		Response in English to spoken and oral presentation	Response in English and Japanese to written texts/article	Response to written and spoken texts	Trial HSC Examination
		People, places and communities	Education and work	Travel and tourism	
		1.1, 1.2, 1.3, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6	2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 3.1, 3.2, 3.3, 3.4	2.1, 2.2, 2.3, 2.4, 2.5, 2.6	1.1, 1.2, 1.3, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 3.1, 3.2, 3.3
		10%		15%	5%
Listening	30%				
Reading	30%		10%	15%	5%
Speaking	20%	10%			10%
Writing	20%		10%		10%
Marks (%)	100%	20%	20%	30%	30%



Japanese Continuers 2 Unit 2023					
Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 8	Term 1 Week 10	Term 2 Week 6	Term 3 Weeks 2 & 3
Outcomes		Response in English to written texts	Response to spoken text/oral interaction	Composing a written text- newspaper article	Trial HSC Examination
		Shopping, eating out and leisure	Planning a trip and travelling in Japan	Future Plans and work	
		3.1 ,3.2 ,3.3, 3.4, 3.5, 3.6, 4.2	1.1, 1.2, 1.3, 1.4, 3.1, 3.2, 3.4, 3.5, 3.6	2.1, 2.2, 2.3, 4.1	1.1, 1.3, 1.4, 2.1, 2.3, 3.1, 3.2, 3.3, 3.4, 3.5, 3.6
			20%		10%
Listening	30%				
Reading	30%	20%			10%
Speaking	20%		15%		5%
Writing	20%			15%	5%
Marks (%)	100%	20%	35%	15%	30%



Legal Studies 2 Unit 2023				
Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3
		Term 4 Week 10	Term 1 Week 10	Term 2 Week 9
		Crime M/C and Essay	Human Rights, Short Answer Questions	Family - Essay
		H1, H2, H9	H1, H4, H5, H7, H9	H1, H4, H6, H7, H8, H9
Outcomes				H1, H4, H5, H7, H9
Knowledge and understanding of course content	40%	10%	10%	10%
Analysis and evaluation	20%	5%	5%	5%
Inquiry and research	20%		5%	5%
Communication of legal information, issues and ideas in appropriate forms	20%	5%	5%	5%
Marks (%)	100%	20%	25%	25%
				30%

HSC Trial exam - Crime, Human Rights, Family, World Order



Mathematics Advanced 2023					
Components (Syllabus)		Task 1	Task 2	Task 3	Task 4
		Term 4, Week 9	Term 1, Week 10	Term 2, Week 8	Term 3 Weeks 2 & 3
		Open Book Task	Assignment	Class Test	Trial HSC Examination
		15%		15%	20%
Syllabus Components	Understanding, fluency & communication	10%	20%	10%	10%
	Problem solving, reasoning & justification				
Functions: MA11-1, MA11-2, MA11-8, MA11-9, MA12-1, MA12-9, MA12-10				10%	5%
Trigonometric Functions: MA11-1, MA11-3, MA11-4, MA11-8, MA11-9, MA12-1, MA12-5, MA12-9, MA12-10			10%		5%
Calculus: MA11-1, MA11-5, MA11-8, MA11-9, MA12-3, MA12-6, MA12-7, MA12-9, MA12-10		10%	10%	15%	5%
Exponential and Logarithmic Functions: MA11-6, MA11-8, MA11-9					5%
Statistical Analysis: MA11-7, MA11-8, MA11-9, MA12-8, MA12-9, MA12-10		15%			5%
Financial Mathematics: MA12-2, MA12-4, MA12-9, MA12-10					5%
Marks (%)		25%	20%	25%	30%



Mathematics Extension 1 2023					
		Task 1	Task 2	Task 3	Task 4
Components (Syllabus)		Term 4, Week 10	Term 1, Week 9	Term 2, Week 9	Term 3 Weeks 2 & 3
		Assignment/Investigation	Class Test	Open Book Task	Trial HSC Examination
Syllabus Components	Understanding, fluency & communication		15%	15%	20%
	Problem solving, reasoning & justification	20%	10%	10%	10%
Outcomes					
Functions: ME11-1, ME11-2, ME11-6, ME11-7					2%
Trigonometric Functions: ME11-1, ME11-3, ME11-6, ME11-7, ME12-3, ME12-6, ME12-7				10%	5%
Calculus: ME11-1, ME11-2, ME11-6, ME11-7, ME12-1, ME12-4, ME12-6, ME12-7			15%	15%	10%
Combinatorics: ME11-1, ME11-2, ME11-6, ME11-7					3%
Proof: ME12-1, ME12-6, ME12-7			10%		2%
Vectors: ME12-2, ME12-6, ME12-7		20%			3%
Statistical Analysis: ME12-5, ME12-6, ME12-7					5%
Marks (%)		20%	25%	25%	30%



Mathematics Extension 2 2023					
Components (Syllabus)		Task 1	Task 2	Task 3	Task 4
		Term 4, Week 9	Term 1, Week 10	Term 2, Week 9	Term 3 Weeks 2 & 3
Syllabus Components	Understanding, fluency & communication	Open Book Task	Assignment	Class Test	Trial HSC Examination
	Problem solving, reasoning & justification	15%		15%	20%
		10%	20%	10%	10%
Outcomes					
Proof: MEX12-1, MEX12-2, MEX12-7, MEX12-8			10%		6%
Vectors: MEX12-3, MEX12-7, MEX12-8				10%	6%
Complex Numbers: MEX12-1, MEX12-4, MEX12-7, MEX12-8		25%			6%
Calculus: MEX12-1, MEX12-5, MEX12-7, MEX12-8			10%		6%
Mechanics: MEX12-6, MEX12-7, MEX12-8				15%	6%
Marks (%)		25%	20%	25%	30%



Mathematics Standard 1 2023				
Task 1		Task 2	Task 3	Task 4
Term 4, Week 8		Term 1, Week 9	Term 2, Week 10	Term 3 Weeks 2 & 3
<div> <div></div> <div> <div>Understanding, fluency and communication</div> <div>Problem solving, reasoning and justification</div> <div>components (Syllabus)</div> </div> </div>	Class Test	Open Book Task	Assignment/Investigation	Trial HSC Examination
	15%	15%		20%
	5%	10%	25%	10%
Outcomes				
Algebra: MS1-12-1, MS1-12-6, MS1-12-9, MS1-12-10		10%		6%
Measurement: MS1-12-3, MS1-12-4, MS1-12-9, MS1-12-10		10%		6%
Financial Mathematics: MS1-12-5, MS1-12-9, MS1-12-10		10%		6%
Statistical Analysis: MS1-12-2, MS1-12-7, MS1-12-9, MS1-12-10		10%		6%
Networks: MS1-12-8, MS1-12-9, MS1-12-10			25%	6%
Marks (%)		20%	25%	30%



Mathematics Standard 2 (ATAR) 2023				
Task 1		Task 2	Task 3	Task 4
Term 4 Week 8		Term 1 Week 9	Term 2 Week 10	Term 3 Weeks 2 & 3
Outcomes		Class Test	Open Book Task	Assignment/Investigation
Syllabus Components	Understanding, fluency & communication	15%	15%	20%
	Problem solving, reasoning & justification	5%	10%	10%
Algebra: MS2-12-1, MS2-12-6, MS2-12-9, MS2-12-10				6%
Measurement: MS2-12-3, MS2-12-4, MS2-12-9, MS2-12-10		10%	5%	6%
Financial Mathematics: MS2-12-5, MS2-12-9, MS2-12-10		10%	10%	6%
Statistical Analysis: MS2-12-2, MS2-12-7, MS2-12-9, MS2-12-10			10%	6%
Networks: MS2-12-8, MS2-12-9, MS2-12-10			25%	6%
Marks (%)		20%	25%	30%



Modern History 2 Unit 2023					
Components (Syllabus)	Weightings (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 8	Term 1 Week 7	Term 2 Week 10	Term 3 Weeks 2 & 3
		Russia Historical Analysis - Research and in class essay	Power and Authority Source Based Hand in Essay	Conflict in the Pacific Research Essay	Trial HSC
		MH12-2, MH12-3, MH12-4, MH12-5	MH12-6, MH12-7, MH12-8, MH12-2	MH12-9, MH12-9, MH12-3	MH12-1, MH12-2, MH12-3, MH12-5
Knowledge and understanding of course content	40%	15%	5%	5%	15%
Historical skills in the analysis and evaluation of sources and interpretations	20%		15%		5%
Historical inquiry and research	20%	10%		10%	
Communication of historical understanding in appropriate forms	20%	5%		5%	10%
Marks (%)	100%	30%	20%	20%	30%



Music 1 2 Unit 2023					
Components (Syllabus)	Task 1		Task 2	Task 3	Task 4
	Term 4 Week 9		Term 1 Week 6	Term 2 Week 6	Term 3 Weeks 2 & 3
	Composition portfolio and aural analysis		Performance and Viva Voce	Elective Option for Topics 1 and 2	Trial HSC Examination
Outcomes	H2, H4, H5, H6, H7, H8		H1, H2, H4, H5, H6	H1-8*	H1-8*
			(*Teachers will select appropriate outcomes based on Elective option selected by each student)		
Performance			10%		
Composition		10%			
Musicology			10%		
Aural		10%			15%
Electives				30%	15%
Marks (%)	100%	20%	20%	30%	30%



PD/Health/PE 2 Unit 2023					
Components (Syllabus)	Task 1		Task 2		Task 4
	Term 4 Week 8		Term 1 Week 8		Term 3 Weeks 2 & 3
	Report / In Class Response Task		Research Task and Test (1 hour)		Trial HSC Examination
Outcomes	H8, H13, H16, H17		H1, H2, H3, H4, H5, H14, H15, H16		H1-H17
	10%		10%		10%
	10%		15%		20%
Knowledge and understanding of course content	40%		10%		10%
	60%		15%		20%
Skills in critical thinking, research, analysing and communicating					
Marks (%)	100%		25%		30%



Physics 2 Unit 2023				
Components (Syllabus)	Weightings (Syllabus)	Task 1	Task 2	Task 3
		Term 4 Week 8	Term 1 Week 6	Term 2 Week 8
		First Hand Skills & Information Processing Task: Skills Task #1	Depth Study Task : Research Project	First Hand Skills & Information Processing Task: Skills Task #2
		12-4, 12-5, 12-6, 12-12	12-1, 12-2, 12-3, 12-7	12-4, 12-5, 12-6, 12-14
Outcomes				12-6, 12-12, 12-13, 12-14, 12-15
Working Scientifically Skills	60%	20%	20%	20%
Knowledge and Understanding	40%	5%		5%
				30%
Marks (%)	100%	25%	20%	25%
				30%



Science Extension 1 Unit 2023				
Components (Syllabus)	Weightings (Syllabus)	Task 1	Task 2	Task 3
		Term 1 Week 2	Term 2 Week 3	Term 3 Week 5
		Oral Presentation - Research Proposal	Formal Exam: Skills & Statistics Task	Submission: Scientific Research and Portfolio
Outcomes		SE-1, SE-3, SE-5	SE-4, SE-5, SE-6	SE-3, SE-4, SE-5, SE-6, SE-7
Communicating Scientifically	30%	30%		
Gathering, recording, analysing and evaluating data	30%		30%	
Application of Scientific Research Skills	40%			40%
Marks (%)	100%	30%	30%	40%



## Society and Culture 2 Unit 2023

Components (Syllabus)	Weightings (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 9	Term 1 Week 7	Term 2 Week 5	Term 3 Weeks 2 & 3
		Personal Interest Project Proposal	Social and Cultural Continuity and Change In Class Task	Popular Culture Research Task	Trial HSC
Outcomes		H1,6,7,8,9,10	H1,7,9,10	H1,5,7,9,10	H1,2,3,4,5,6,9,10
Knowledge and understanding of course content	50%		15%	15%	20%
Application and evaluation of social and cultural research methods	30%	10%	5%	10%	5%
Communication of information, ideas and issues in appropriate forms	20%		10%	5%	5%
Marks (%)	100%	10%	30%	30%	30%



Sport Lifestyle and Recreation 2 Unit 2023				
Components (Syllabus)	Weightings (Syllabus)			
	Task 1	Task 2	Task 3	Task 4
	Term 4 Week 7	Term 2 Week 2	Term 2 Week 7	Term 3 Weeks 2 & 3
Outcomes	Coaching Task	Aquatics Research	Practical Register	Trial HSC Examination
	2.1, 2.2, 3.1, 3.2, 4.2, 4.5	1.1, 1.3, 2.2, 3.1, 3.6	1.1, 1.3, 2.1, 3.1, 3.2, 4.1, 4.4	1.1 - 4.5
Knowledge and understanding	10%	10%	10%	20%
Skills	10%	10%	20%	10%
Marks (%)	20%	20%	30%	30%



Textiles and Design 2 Unit 2023					
Components (Syllabus)	Weights (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 7	Term 1 Week 5	Term 2 Week 3	Term 3 Weeks 2 & 3
		Presentation + Sections I & II	Experimentation	Topic Test	Trial HSC Examination
Outcomes					
Knowledge and understanding of course content	50%	20%		20%	10%
Skills in experimenting with and preparing food by applying theoretical concepts	50%	5%	30%		15%
Marks (%)	100%	25%	30%	20%	25%



Visual Arts 2 Unit 2023					
Components (Syllabus)	Weightings (Syllabus)	Task 1	Task 2	Task 3	Task 4
		Term 4 Week 8	Term 1 Week 8	Term 2 Week 6	Term 3 Weeks 2 & 3
		Essay Research Task	Body of Work - Preliminary Plans and Progress	Essay Extended Response	Trial HSC Examination - Body of Work
Outcomes		H7,H9	H1,H3,H4	H7, H8, H10	H1,H2,H3,H4,H5, H6,H7,H8,H9,H10
Artmaking	50%		30%		20%
Art Criticism and Art History	50%	20%		20%	10%
Marks (%)	100%	20%	30%	20%	30%



PUBLIC SCHOOLS NSW ULTIMO RTO 90072 BUSINESS SERVICES CATEGORY B BOARD DEVELOPED COURSE ASSESSMENT SCHEDULE Preliminary Year 2022 - HSC 2023 QUALIFICATION: BSB30120 Certificate III in Business Training Package: BSB Business Services (Version 7.2)						NESA Course Code: 2 U X2 YR - 26111 2023 HSC Exam: 26199 LMBR UI Code: BSB30120126111B	
TERM	UOC CODE	Unit of Competency	AQF Core/Elective	HSC STATUS	HSC INDICATIVE HOURS	Assessment Task Cluster & Methods of Assessment	HSC requirements Exam estimate mark & weighting to total 100%
6 PRELIMINARY UOCs							
Term 1	BSBTEC201 BSBTEC202	Use business software applications Use digital technologies to communicate in the work environment	E E	M E	15 10	Cluster 1: Let's get tech savvy Direct observation, produce based method, questioning	240 Indicative Hours over 2 yrs  35 hrs Work placement  40% Preliminary Exam
Terms 1- 2	BSBWHS311 BSBINS302	Assist with maintaining workplace safety Organise workplace information	C E	M E	20 20	Cluster 2: Organise business safety Direct observation, produce based method, questioning	
Terms 2- 3	BSBXCM301 BSBOPS201	Engage in workplace communication Work effectively in business environments	C E	M E	15 25	Cluster 3: Working in industry Direct observation, produce based method, questioning	
7 HSC UOCs							
Term 4	BSBPEF201	Support personal wellbeing in the workplace	C	M	10	Cluster 4: Wellbeing Direct observation, produce based method, questioning	35 hrs Work placement 60% Trial HSC Exam  The final estimate exam mark will only be used as the optional HSC exam mark in the event of misadventure. This mark should be derived from either one or two formal exams. The calculation of the estimate is a school decision.
Terms 4-5	BSBPEF301 BSBTEC301	Organise personal work priorities Design and produce business documents	E E	M E	20 25	Cluster 5: Mastering document design Direct observation, produce based method, questioning	
Terms 5-6	BSBSUS211 BSBTWK301 BSBTEC303	Participate in sustainable work practices Use inclusive work practices Create electronic presentations	C C E	M M E	15 15 15	Cluster 6: Sharing is caring Direct observation, produce based method, questioning	
Term 7	BSBCRT311	Apply critical thinking skills in a team environment	C	M	20	Cluster 7: Thinking critically Direct observation, produce based method, questioning	
NESA requires students to study a minimum of 240 hours to meet Preliminary and HSC requirements.					Total hours 225	Units of competency from the HSC focus areas will be included in the optional HSC examination.	




TERM	Unit Code	Units Of Competency	AGF CORE / ELECTIVE	HSC STATUS	HSC INDICATIVE Hrs.	Assessment Task Cluster & Method of Assessment	HSC requirements Exam estimate mark & weighting to total 100%
		<b>6 PRELIMINARY UOCs</b>					240 Indicative Hours over 2 years
Term 1	CPCCWHS1001	Prepare to work safely in the construction industry	CP-E	M		Cluster 1 – GIT (White Card) Credit transfer for this unit when delivered by another RTO. (delivered by GTK Construction Training)	
Term 1	CPCCWHS2001	Apply WHS requirements, policies, and procedures in the construction industry	CP-C	M	20	Cluster 2 – Work Safe Stay Safe	40% Preliminary Exam
Term 2	CPCCCM1001 CPCCCOM1016	Undertake basic estimation and costing Carry out measurements and calculations	CP-C CP-C	M M	35	Cluster 3 – Working it out	
Term 3	CPCCCOM2001 CPCCPM1013	Read and interpret plans and specifications Plan and organise work	C-C CP-C	M M	35	Cluster 4 – Project Planning	35 hrs. Work placement
		<b>11 HSC UOCs</b>					
Terms 4/5 Option 1	CPCCBL20001 CPCCBL2002	Handle prepare bricklaying and blocklaying materials Use bricklaying and blocklaying tools and equipment	CP-E C-E	E E	30	Cluster 5 – Brick and Blocklaying	35 hrs. Work placement
Terms 4/5 Option 2	CPCCWF2002 CPCCCM2013	Use wall and floor tiling tools and equipment Undertake basic installation of wall files	CP-E C-E	E E	35	Cluster 5 – Wall and Floor Tiling	60% Trial HSC Exam
Terms 4/5 Option 3	CPCCJN2001 CPCCJN3004	Assemble components Manufacture and assemble joinery components	CP C-E	E E	40	Cluster 5 – Joinery	The final estimate exam mark will only be used as the optional HSC exam mark in the event of misadventure. This mark should be derived from either one or two formal exams. The calculation of the estimate is a school decision.
Terms 4/5/6/7	CPCCCA2002 CPCCCM2005 CPCCCA2011	Use carpentry tools and equipment Use construction tools and equipment Handle carpentry materials	CP-E C CP-E	E M E	50	Cluster 6 – Tools, Equipment and Materials	
Terms 5/6/7	CPCCVE1011 CPCCOM1012	Undertake a basic construction project Work effectively and sustainably in the Construction Industry	C CP-C	M M	55	Cluster 7 – Major Project	
NESA requires students to study a minimum of 240 hours to meet Preliminary and HSC requirements.			Total hours	235-240-245		Units of competency from the HSC focus areas will be included in the optional HSC examination.	



PUBLIC SCHOOLS NSW ULTIMO RTO 90072 ENTERTAINMENT INDUSTRY CATEGORY B BOARD DEVELOPED COURSE ASSESSMENT SCHEDULE Preliminary Year 2022 - HSC 2023 QUALIFICATION: Statement of Attainment towards CUA30420 Certificate III in Live Production and Services Training Package: CUA Creative Arts and Culture (version 5.1) <b>Education</b>							NESA code 2 U X 2 YR - 26401 2023 HSC Exam: 26499 LMBR UI Code: (11 OR 12) CUA30420326401B	
TERM	Unit Code	Units Of Competency	ADF CORE/ ELECTIVE	HSC STATUS	HSC INDICATIVE Hrs	Assessment Task Cluster & Methods of Assessment	HSC requirements Exam estimate mark & weighting to total 100%	
Term 1	CPCCWHS1001	Prepare to work safely in the construction industry	E	M	10	Cluster 1 – White Card Credit transfer for this unit when delivered by another RTO. (delivered by GTK Construction Training)	240 Indicative Hours over 2 years	
						Cluster 2 – Safe and Sound Written Questioning, Direct Observation, Product based methods, portfolio	35 hrs Work placement 40% Preliminary Exam	
Term 1/2	CUAWHS312 CUASOU331	Apply work health and safety practices Underfake live audio operations	E E	M M	15 25			
Term 2/3	CUALGT311 CUASTA212	Operate basic lighting Assist with bump in and bump out of shows	E E	M E	25 20			
Term 3	CUAIND311	Work effectively in the creative arts industry	C	M	20	Cluster 4 – Working in the Industry TBC		
Term 4/5	SITXCCS006 CUASOU306 CUAVSS312	Provide services to customers Operate sound reinforcement systems Operate vision systems	E E E	M E M	20 20 25	Cluster 5 – To Project and Serve Direct observation of simulated project-based activity, Research and response, Quiz, Case studies, Direct observation of role play	35 hrs Work placement 60% Trial HSC Exam	
						Cluster 6 – Showtime! Knowledge Questions, Product based methods, Portfolio of Evidence, Direct Observation, Career Research and Resume Writing	The final estimate exam mark will only be used as the optional HSC exam mark in the event of misadventure. This mark should be derived from either one or two formal exams. The calculation of the estimate is a school decision.	
Term 6/7	CUASTA311 CUASMT311 CUAIND314	Assist with production operations for live performances Work effectively backstage during performances Plan a career in the creative arts industry	E E C	M E E	25 20 20			
OPTIONAL	HLTAID011 (optional)	Provide first aid (optional) (to be delivered by an external RTO) Please ensure school retains the Statement of Attainment from the external RTO for each student	E	E	20	Credit transfer for this unit when delivered by another RTO.		
NESA requires students to study a minimum of 240 hours to meet Preliminary and HSC requirements.					Total Hours 265	Units of competency from the HSC focus areas will be included in the optional HSC examination.		




<div>PUBLIC SCHOOLS NSW ULTIMO RTO 90072 ENTERTAINMENT INDUSTRY SPECIALISATION STUDY (60 Indicative hours) ASSESSMENT SCHEDULE Preliminary Year 2022 or HSC 2023 QUALIFICATION: Statement of Attainment towards CUA30420 Certificate III in Live Production and Services Training Package: CUA Creative Arts and Culture (version 5.1)</div> <div>Education</div>							<div>NESA code 1 U X 1 YR – 26403 LMBR UI Code: (11 OR 12) CUA30420226403B</div>				
TERM	Unit Code	Units Of Competency	AQF CORE / ELECTIVE	HSC STATUS	HSC INDICATIVE Hrs.	Assessment Task Cluster & Methods of Assessment	HSC requirements				
	3 HSC UOCs						Students enrolled in the 60 hour specialisation course must also be enrolled in the 240 hour course. The HSC examination is based on content from the 240 hour course  No additional work placement is required.				
	CUALGT314	Install and operate follow spots	E	E	20	Cluster 7: The Event  Practical Observation, Son Et Lumière, Written Questioning, Evaluations and Portfolio					
	CUAPPR314	Participate in collaborative creative projects	C	E	20						
	BSBBEF301	Organise personal work priorities and development	C	E	20						
Term TBD		Total Hours 60				No Units of Competency from the 60 hour specialisation study are examinable in the HSC exam. The HSC examination will be based on the 240 hour course only.					
NESA requires students to study a minimum of 60 hours to meet HSC requirements.											



PUBLIC SCHOOLS NSW ULTIMO RTO 90072 HOSPITALITY- FOOD AND BEVERAGE CATEGORY B BOARD DEVELOPED COURSE ASSESSMENT SCHEDULE Education Preliminary Year 2022 - HSC 2023 QUALIFICATION: SIT20316 Certificate II in Hospitality (Release 2) Training Package: SIT Tourism, Travel and Hospitality (Release 1.2)						NESA Course Code 2 U X 2 YR – 26511 2022 HSC Exam: 26589 LMBR UI Code (11 OR 12) SIT20316126511B	
Term	Unit Code	Units Of Competency	AOF CORE/ ELECTIVE	HSC STATUS	INDICATIVE HSC	Assessment Task Cluster & Method of Assessment	HSC requirements Exam estimate mark & weighting to total 100%
9 PRELIMINARY UOCs							
Term 1	SITXFA001 SITXWH001 SITHCCC003	Use hygienic practices for food safety Participate in safe work practices Prepare and present sandwiches	E C E	M M E	10 15 10	<b>Evidence will be collected during the Preliminary and HSC Course for the Unit of Competency: <i>SITHIND003 Use hospitality skills effectively</i></b>  <b>Cluster A: Getting Ready for Work (as a Sandwich Artist)</b> Scenario, written task, case study, observation of practical work	240 Indicative Hours over 2 years  35 hrs Work placement  40% Prelim Yearly Exam
Term 2 & 3	SITXFA002 SITHCCC002 BSBSUS201	Participate in safe food handling practices Prepare and present simple dishes Participate in environmentally sustainable work practices	E E E	E E E	15 20 15	<b>Cluster B: Sustainable Kitchen Practices</b> Scenario, written task, case study, observation of practical work	
Term 3	SITHFAB004 SITXCOM002 SITXCOM001	Prepare and serve non-alcoholic beverages Show social and cultural sensitivity Source and present information	E C E	S E E	15 10 10	<b>Cluster C: Working Relationships</b> Scenario, written task, case study, role play, observation of practical work NOTE: person with THREE years' Industry Experience must be involved in assessment.	
6 HSC UOCs							
Term 4 – 6	SITXCCS003 SITHFAB005 SITHFAB007 SITHIND003	Interact with customers Prepare and serve espresso coffee* Serve food and beverage Use hospitality skills effectively	C E E C	S S S E	15 15 40 20	<b>Cluster D: Café Culture</b> Role play, written questioning, observation of practical work, student reflection, portfolio of evidence NOTE: person with THREE years' Industry Experience must be involved in assessment. *Final assessment is to occur during term 4 as per the assessment schedule. Training can be undertaken from term 1 onwards to develop student skills and collect evidence to contribute to assessment.	35 hrs Work placement 60% HSC Trial Exam  The final estimate exam mark will only be used as the optional HSC exam mark in the event of misadventure. This mark should be derived from either one or two formal exams. The calculation of the estimate is a school decision.
Term 7	BSBWOR203 SITHIND002	Work effectively with others Source and use information on the hospitality industry	C C	M M	15 20	<b>Cluster E: Working in the Hospitality Industry</b> Written questioning, student reflection	
NESA requires students to study a minimum of 240 hours to meet Preliminary and HSC requirements.					Total Hours 245	Units of competency from the HSC focus areas will be included in the optional HSC examination.	



<div>PUBLIC SCHOOLS NSW ULTIMO RTO 90072 PRIMARY INDUSTRIES ASSESSMENT SCHEDULE Preliminary Year 2022 - HSC 2023 Education QUALIFICATION: AHC20116 Certificate II in Agriculture (Release 6) Training Package: AHC – Agriculture, Horticulture and Conservation and Land Management (Release 6.2)</div>							NESA course code 2 U X 2 YR 26811 HSC Exam: 26899 LMBR UI Code: (11 or 12) AHC20116226811B			
TERM	Unit Code	Units Of Competency	AQF CORE/ ELECTIVE	HSC STATUS	HSC INDICATIVE	Assessment Task Cluster & Method of Assessment	HSC requirements - Exam estimate mark & weighting to total 100%			
9 PRELIMINARY UOCs										
Term 1-2	AHCWHS201 AHCLSK205 AHCLSK204	Participate in work health and safety processes Handle livestock using basic techniques Carry out regular livestock observation	C	M	15	<b>Cluster A: Working safely with Livestock</b> Written questioning/Scenario, Direct Observation, Portfolio of evidence	240 HSC Indicative Hours over 2 years			
			E	E	15					
			E	E	10					
Terms 2-3	AHCLSK202 AHCLSK211 AHCLSK209 AHCLSK206	Care for health and welfare of livestock Provide feed for livestock Monitor water supplies Identify and mark livestock	E	S	20	<b>Cluster B: Care for Livestock</b> Written questioning, Direct Observation, Portfolio of evidence	40% Preliminary Exam			
			E	E	10					
			E	E	10					
Term 3	AHCWRK204 AHCINF202	Work effectively in the industry Install, maintain and repair farm fencing	C	M	20	<b>Cluster C: Fencing</b> Written questioning, Structured Activity (Case Study), Direct Observation	35 hrs Work placement			
			E	E	15					
9 HSC UOCs										
Term 4-5	AHCCHM201 AHCPMG201 AHCWRK201	Apply chemicals under supervision Treat weeds Observe and report on weather	E	M	20	<b>Cluster D: Applying Chemicals Safely</b> Written questioning/Scenario, Direct Observation, Portfolio of evidence	60% Trial HSC Exam			
			E	E	10					
			E	M	20					
Term 5-6	AHCWRK209 AHCMMOM202 AHCBBIO201	Participate in environmentally sustainable work practices Operate tractors Inspect and clean machinery for plant, animal and soil materials	E	M	15	<b>Cluster E: Farm machinery and the Environment</b> Written questioning, Direct Observation, Portfolio of evidence	The final estimate exam mark will only be used as the optional HSC exam mark in the event of misadventure. This mark should be derived from either one or two formal exams. The calculation of the estimate is a school decision.			
			C	E	15					
			E	E	10					
Term 6-7	AHCPCM201 AHCNSY203 AHCBSOL202	Recognise plants Undertake propagation activities Assist with soil or growing media sampling and testing	E	E	20	<b>Cluster F: Working with Plants</b> Written questioning, Direct Observation, Portfolio of evidence				
			E	E	20					
			E	E	15					
NESA requires students to study a minimum of 240 hours to meet Preliminary and HSC requirements.			Total hours 270		Units of competency from the HSC focus areas will be included in the optional HSC examination.					



