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Welcome

Our students come from across the road and around the world. They all know that the focus of studying at Thebarton Senior College is all about learning for life.

Whether learning skills to enter the workforce or to prepare for tertiary study, learning is a lifelong journey.

At Thebarton Senior College we value respect, innovation, excellence and sustainability. Respect for each other and ourselves is demonstrated by a committed staff who work with you to ensure you reach your goals. Innovation is evident in our programs that provide opportunities for all students to find a pathway which interests them. Our pathways might begin with learning English, how to read and write, the skills for a particular job, but all lead to university or TAFE entry. Excellence in staff, quality resources, high expectations and support ensure you have the most experienced teachers who will challenge you to be your best. As a United Nations School for Global Peace, we strive to sustain our community and our environment.

We believe we offer you an outstanding program to assist you in completing your senior secondary education and establishing your pathway to work or further study.

This handbook outlines all the courses available. Our enrolment team will provide you with the advice you need to design a program appropriate to your specific needs.

For the very latest information on courses, please refer to our website at www.tsc.sa.edu.au.

Kim Hebenstreit
Principal
October 2012

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Choosing the right course for you is important and our counselling team is available to guide you through the process and advise you of pathways which will help you achieve your goals.

Most of our courses are conducted over a full year or semester (half year).

We have two main enrolment periods:
- October - February for Semester 1 and full-year programs
- May - July for Semester 2 programs.

**Class Times**
Most day classes begin at 8.40 am, 10.55 am, 1.20 pm or 3.15 pm and last for 105 minutes two or three times a week.

Some classes are offered in the twilight from 4:00 - 7:00 pm.

At least one subject will be offered entirely on-line in 2013 and most subjects in SACE and VET will be supported with on-line components.

Some specialist courses, especially in The Skills Centre, may have different starting and finishing times. These will be discussed with you at enrolment.

**Attendance**
Regular attendance is important to help you succeed. You are required to attend at least 75% of lessons and to complete at least 75% of set assessment tasks or you may risk the cancellation of your enrolment at the College.

If you are receiving financial assistance through Centrelink, you must maintain regular attendance to qualify for your benefit. More than five unexplained absences in a term may mean a cut to your benefit.

If you are absent through illness, phone the College on 8352 5811 and then present your medical certificate to the Student Centre on your return.

If you are experiencing difficulties or need support or advice, speak to a counsellor who is there to help you achieve your goals.

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**English Language Programs**

**New Arrivals Program**
This program offers an intensive English language and literacy course for adults. It aims to prepare students for living and working in the Australian community and for further study. See page 8.

**Certificate in English Proficiency**
The Certificates 1 and 2 in English Proficiency (40620SA, 40621SA) are nationally accredited courses designed for people from non-English speaking backgrounds who wish to develop the English skills necessary for living, working and/or studying in Australia. They may provide a pathway into TAFE training. See page 10.

**Core Skills**

**Levels 2 and 3**
These subjects are designed for students with limited English skills. They are suitable for students with non-English speaking backgrounds with a low English as a Second Language (ESL) scale and for those students with difficulties in English proficiency. They focus on the development of language, literacy and numeracy skills and prepare students for SACE studies. See page 12.
**The Skills Centre**

An innovative development in the teaching of skills that are in demand in the workplace, The Skills Centre will focus on preparing students with work-ready skills and workplace experience in the areas of building, construction, metal trades, mining, information technology, multimedia, community services and business. See page 77.

**Vocational Certificates (VET)**

Thebarton Senior College is a *Skills for All* provider. Individuals who meet course entry requirements and are able to verify their eligibility may be able to access government subsidies for their training. See page 78 for available subsidised courses.

Our VET Certificate courses provide a set of related subjects that give you the skills and knowledge needed to obtain a nationally accredited certificate in the industry.

When successfully completed, you will achieve a nationally recognised qualification at Certificate level (or Statement of Attainment if a full qualification is not completed).

All our VET courses contribute to your SACE completion.

See the Skills Centre section of this book (page 77) for details of courses available in 2013.
These programs offered at Thebarton Senior College are designed to enable newly arrived migrants, refugees and non-English speaking background students to develop their written, spoken, listening and comprehension skills in the English language.
The New Arrivals Program (NAP) offers an intensive English language and literacy course for adults. It aims to prepare students for living and working in the Australian community and for further study.

**PREREQUISITES**
To enrol students must:
- be permanent residents or on long-stay visas with permission to study in Australia
- have been in Australia less than 12 months.

**ATTENDANCE**
Students study full time and attend 25-27 hours per week (14-15 lessons). It is expected that students will complete homework in addition to attending classes.

**ENROLMENT**
Students are assessed on entry and placed in an appropriate class. Classes consist of groups of students at similar levels of English competency.

**COURSE LENGTH: 2 - 4 SEMESTERS**
Students are enrolled into the New Arrivals Program continuously throughout the year. Students graduate when their English level is assessed to be at the required standard and is based on teacher recommendations.

In their first semester, students study:
- English as a Second Language
- Computing
- Mathematics
- Science

Students also develop English through Physical Education and Art.

In their second/third/fourth semester students study:
- English as a Second Language
- Computing
- Mathematics
- Science

**FURTHER INFORMATION**
Each class attends our City Campus (1st Floor, 22 Grenfell Street, Adelaide) for lessons on one day a week. These lessons are part of the English curriculum and provide the students with opportunities to learn more about the city, its culture and people.

**PATHWAY**
Students graduating from the New Arrivals Program can choose a pathway through the Core Skills courses, the South Australian Certificate of Education (SACE), vocational certificate programs or other further education.

**ASSESSMENT**
Assessments are carried out each term and reports are issued at the end of each semester.

**COURSE CONTENT**
Students in the New Arrivals Program study the following subjects:

**English as a Second Language**
Students develop an understanding of Australian culture and gain knowledge of educational and career choices. Students develop writing, reading, speaking, listening and research skills through topics such as:
- orientation to Australian society
- migration and multiculturalism
- the media
- current affairs
- careers
- the environment.

Excursions are an important way students learn English in the program.

**Computing**
Students can develop skills in:
- word processing
- digital storytelling
- PowerPoint
- spreadsheets
- online learning and research.

This subject supports language development within the NAP program. Students use computing skills in other NAP subjects.

**Mathematics**
Students develop English language and skills appropriate for Mathematics.

Students develop mathematical knowledge, learn to apply the knowledge and are able to communicate mathematically through topics such as:
- percentage
- decimals
- geometry
- area
- ratio
- graphing.

**Science**
Students develop English language and skills appropriate for Science.

Students develop and communicate scientific knowledge through topics such as:
- microscope and cell structure
- human body and reproduction
- states of matter and physical and chemical changes
- elements, compounds and mixtures
- forces or energy
- acids, bases and indicators.

Students also learn research and laboratory skills.
English Language Programs

The Certificates in English Proficiency are nationally accredited courses designed for people from non-English speaking backgrounds who wish to develop the English skills necessary for living, working and/or studying in Australia.

ENGLISH PROFICIENCY: CERTIFICATE 1: 40620SA

This program is offered to students who cannot access the New Arrivals Program or who have been in Australia for some time.

Students study a minimum of 6 lessons of English per week, covering:
- conversational English
- giving personal information
- numeracy including money, weights and measures
- following instructions
- reading short texts
- requesting information and making complaints
- understanding spoken and written instructions
- writing short descriptions and recounts
- study skills and goal setting.

ELECTIVES

Grammar and Writing 1
Helps students to understand the rules and patterns of grammar. Students will write various short texts.

Conversation and Pronunciation 1
Students will revise basic sounds of English and the ways they are combined.

Students will use speaking and listening skills in English to participate in short conversations.

ENGLISH PROFICIENCY: CERTIFICATE 2: 40621SA

This program is for students who are proficient at Certificate 1 level. Students will study a minimum of 6 lessons of English per week covering:
- using community services
- leisure
- being a consumer
- keeping safe and secure
- education services
- health services
- Australian government.

ELECTIVES

Grammar and Writing 2
Helps students to understand the rules and patterns of grammar. Students will write various short texts.

Conversation and Pronunciation 2
Students will revise basic sounds of English and the ways they are combined.

These electives may help students to achieve other competencies towards these certificates.

ASSESSMENT

Competency based assessment is used.

ACCREDITATION

Students who successfully complete all the competencies will be accredited with a Certificate in English Proficiency at either Certificate 1 or 2 level.

Thebarton Senior College is a Registered Training Organisation for these certificates.
Core Skills Levels 2 and 3

The Core Skills

- Learning
- Reading
- Writing
- Oral Communication
- Numeracy

These skills are essential for people to participate in our society. People need to communicate effectively in many different ways, for diverse purposes, in a variety of contexts and to think critically about information and ideas.

The Australian Core Skills Framework (ACSF) provides a rich, detailed picture of real-life performance in adult learning, English language, literacy and numeracy. It provides a consistent national approach to the identification of the core skills requirements and a common reference point for describing and discussing performance in the five core skill areas mentioned above.

There are three levels of performance and a person's level of performance is determined by whether they can demonstrate competence in each of the indicators at that level. At lower levels, students receive high levels of support from the teacher, while at level 3, students are working towards being more independent learners.

In all of the Core Skills courses, students will develop reading, writing, oral communication and practical skills to prepare for further study or work.

COMPUTING
Business, Enterprise & Technology - Core Skills 2

COURSE DESCRIPTION
In this course students will use computing applications such as Microsoft Word, Excel and PowerPoint and use the internet to email and to search for information.

The course will emphasize the literacy and practical skills necessary for success in work or study.

ASSESSMENT
On-going written, oral and practical.
**ENGLISH**

**COURSE DESCRIPTION**
This course is an intensive English literacy and language course for those students learning English as their second language and will prepare students for future studies at Stage 1. The course focuses on the major skills needed for reading, writing and speaking, with a strong emphasis on the skills needed to become independent learners.

**COURSE CONTENT**
- Read short, simple texts and look for specific information
- Select relevant information from spoken text
- Write notes, paragraphs, short descriptions and reports
- Listen to and ask questions to get specific information
- Use the computer to search for information
- Examine differences between spoken and written English
- Learn organisational and other learning skills for further study
- Develop a future pathway for study or career goals

**ASSESSMENT**
Assessment is ongoing and students will be assessed on all work completed. Teachers will assess students' learning in reading, writing and oral communication. Students' learning will be assessed using a checklist of skills.

**FURTHER INFORMATION**
Study at this level will prepare students for ESL Pathways and ESL at Stage 1. Core Skills 2 English may take one or two semesters of study. Teachers and College counsellors will recommend future study options.

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**COOKING**

**COURSE DESCRIPTION**
This subject helps students learn and improve their reading, writing, oral communication, numeracy and learning by preparing and cooking food.

**COURSE CONTENT**
The course will help students to gain experience and prepare for Stage 1 studies and includes:
- food safety and hygiene
- equipment and utensils
- preparing and eating healthy nutritious foods
- cooking for different occasions
- experiencing food from other cultures
- numeracy skills used in cooking - for example, measuring, estimating and time.

**ASSESSMENT**
Assessment is continuous. Students will be assessed on their:
- class work
- cooking and kitchen skills
- homework
- punctuality, attendance and motivation.

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**LIVING IN AUSTRALIA A & B**

**COURSE DESCRIPTION**
This course is designed to provide an understanding of the geographical, historical and cultural factors that have shaped Australia. In particular, the course aims to provide students with an understanding and appreciation of contemporary events and issues.

**COURSE CONTENT**
- Living in Australia A
  - An overview of the history and geography of pre-colonial and colonial societies.
- Living in Australia B
  - An appreciation of:
    - what it means to be Australian
    - Australian cultural beliefs and values.

Study will include the:
- influence of Aboriginal and British cultures
- exploration of the growth of population and the inputs of migrants.

**ASSESSMENT**
School-based assessment involving written and oral tasks.

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**NUMERACY 2**

**COURSE DESCRIPTION**
This course is intended to develop skills in Mathematics for students with little background knowledge in the area. It may be undertaken for 1 or 2 semesters.

**COURSE CONTENT**
- Numbers - use of numbers including decimals, and mathematical operations (+, -, x, /)
- Money - identify and use Australian coins and money
- Charts and Data - read and discuss information found in tables and charts, record data from simple surveys and create charts
- Measurement - read and interpret basic metric measurements of length, mass, capacity, time and temperature. Use appropriate instruments to measure and record results
- Space - identify, sort, draw and describe common 2D and 3D shapes. Read maps, street directories and simple house plans.
- Time - read and compare digital and analogue time. Measure time in hours, minutes and seconds

**ASSESSMENT**
School-based assessment
  - Skills and application tasks: 70%
  - Folio tasks: 30%
NUMERACY 3
Mathematics Core Skills 3

COURSE DESCRIPTION
This course is intended to provide students with the mathematical skills used in everyday situations. It is a stepping stone to further studies in Mathematics.

COURSE CONTENT
Topics will include:
- Types of numbers and their usage - integers, decimals and fractions
- Consumer Mathematics - percentages, fractions, discounts, salaries, taxes, GST
- Data use - collection, displaying, interpreting
- Use of technologies - Excel spreadsheets, graphics calculator, computer applications
- The 3-dimensional world - our use of shapes and structures and their properties

ASSESSMENT
Skills and Application Tasks 50%
Folio (assignment work) 50%

SCIENCE 2
Science Core Skills 2

COURSE DESCRIPTION
An introduction to the branches of science, where students develop an understanding of the basic role of science in our world.

COURSE CONTENT
The course is based around developing skills in the following areas:
- Laboratory techniques
- Conducting experiments and investigations
- Basic scientific research
- Writing reports
- Working collaboratively
- Critical thinking
- Evaluating information
- Presenting findings.

ASSESSMENT
Assessment will include a variety of tasks that cover students’ understanding and the skills you acquire. Individual and collaborative tasks will be assessed.

SCIENCE 3
Science Core Skills 3

COURSE DESCRIPTION
A pre-SACE course to provide students with the skills for SACE Stage 1 science subjects.

COURSE CONTENT
Each semester will focus on different aspects of science in which the following will be covered:
- Explaining scientific phenomena
- Reading and understanding scientific text
- Planning and investigation
- Conducting research
- Collating, representing and analyzing data
- Evaluating scientific investigations
- Presenting findings.

ASSESSMENT
Assessment will include a variety of tasks that cover students’ understanding and the skills acquired. Individual and collaborative tasks will be assessed.
South Australian Certificate of Education (SACE)

THE SACE
The South Australian Certificate of Education (SACE), has been designed to meet the needs and interests of today’s young people, as well as to make it relevant for employers, who are increasingly looking to employ highly skilled workers.

Students need to achieve the compulsory literacy and numeracy requirements of the SACE. To do this they need to achieve a C grade or better in a range of English and Mathematics subjects.

Both Stage 1 and Stage 2 subjects are graded from A to E.

All students will be expected to gain knowledge, skills, and attributes in the areas of communication, citizenship, personal development, work and learning.

Students need to earn 200 credits to successfully complete the SACE. Ten credits equates to one semester or six months of study.

LITERACY AND THE SACE
Study at SACE level involves a range of reading, writing, speaking and listening tasks. To undertake SACE courses, students require literacy skills that will enable them to engage with the learning and achieve success.

As a guide, if you have achieved a C grade or higher in a Stage 1 English or ESL class you should have the necessary literacy skills to study most Stage 2 subjects. There are some subjects however which require high levels of literacy.

Teachers and counsellors will discuss this with you during the recommendation and enrolment process.

COMPULSORY SUBJECTS
• Personal Learning Plan 10 credits (Stage 1)
• Literacy – at least 20 credits from a range of English subjects or courses
• Numeracy – at least 10 credits from a range of mathematics subjects or courses
• Research Project – an in-depth major project (10 credits at Stage 2)

For some SACE Stage 2 subjects, it is recommended that you have completed study at Stage 1 level.
This means that the learning in Stage 2 is based on learning in Stage 1.

Students also need other Stage 2 subjects totalling at least 60 credits.

The remaining 90 credits can be gained through additional Stage 1 or Stage 2 subjects, vocational training or SACE Board-recognised courses of a student’s choice.

ASSESSMENT
All Stage 1 subjects are school assessed. Some may be externally moderated.

All Stage 2 subjects have a school assessed and an external assessment component. The school assessed component is externally moderated.
VOCATIONAL EDUCATION AND TRAINING - (VET) - IN SACE

To complete the SACE, students must achieve at least 200 SACE credits, 180 of which can be gained through the recognition arrangements for VET in the SACE.

Within these 180 VET-based credits, students must also fulfill the literacy and numeracy requirements of the SACE.

The Personal Learning Plan and the Research Project are awarded the remaining 20 SACE credits. Students can use a vocational context in completing these subjects.

ADULT STATUS

An adult student is a person who is at least 18 years old on 1 January in the year he or she completes the SACE, and who has left school for at least one continuous year.

On re-entry, you will be awarded a maximum of 110 credits at Stage 1. To complete the SACE, you will have to satisfactorily complete:

- Stage 2 SACE Board-accredited subjects or VET courses worth 60 credits
- the Research Project for 10 credits
- other Stage 1 or Stage 2 Board-accredited subjects or VET courses worth 20 credits
- and meet minimum literacy and numeracy requirements.

Adults do not have to do the Personal Learning Plan.

For further information, visit www.sace.sa.edu.au
Thebarton Senior College offers three SACE Packages:

**Stage 1 PC Gaming**
(40 Stage 1 credits including the compulsory 20 literacy and 10 numeracy credits.)

**Stage 2 SACE Completion Package**
(SACE completion without an Australian Tertiary Admissions Ranking (ATAR))

**Stage 2 SACE Tertiary Package**
(SACE completion with an ATAR for tertiary entry).

**PC Gaming**
SACE Stage 1........................................ 40 credits

**COURSE DESCRIPTION**
This course provides students with the opportunity to meet the SACE literacy and numeracy requirements through the playing and study of various PC games. Students can study either one or two semesters with the possibility of earning 20 SACE credits per semester.

Students study four subjects.

**ENGLISH PATHWAYS A**
SACE Stage 1........................................ 10 credits

**COURSE DESCRIPTION**
This course emphasises playing, interpreting and critically analysing a range of video games. Students will explore common themes and issues in the gaming world. It also involves oral presentations and writing for a variety of audiences.

**COURSE CONTENT**
- Superheroes and Origin Stories
- The Hero’s Journey
- Games in the Media
- Themes in Video Games

**ASSESSMENT**
- Text Analysis 40%
- Text Production 60%

**FURTHER INFORMATION**
This course runs concurrently with Maths Pathways in Semester 1.

**ENGLISH PATHWAYS B**
SACE Stage 1........................................ 10 credits

**COURSE DESCRIPTION**
This course follows on from the Semester 1 class and continues to emphasise playing, interpreting and critically analysing a range of video games. Students will continue to explore common themes and issues in the gaming world. More oral presentations and writing for a variety of audiences will be completed.

**COURSE CONTENT**
- Writing for Video Games
- Game Advocacy
- Themes in Video Games

**ASSESSMENT**
- Text Analysis 40%
- Text Production 60%

**FURTHER INFORMATION**
This course runs concurrently with Media Studies in Semester 2.
SACE Packages

MATHS PATHWAYS
SACE Stage 1 10 credits
COURSE DESCRIPTION
This course emphasises the study of mathematics in a gaming context, including using data in context and statistics. Students will undertake survey-based research and communicate mathematical data to a variety of audiences.
COURSE CONTENT
• Data in Context
• Statistics
ASSESSMENT
Skills and Application Tasks 30%
Folio 70%
FURTHER INFORMATION
This course runs concurrently with English Pathways A in Semester 1.

MEDIA STUDIES
SACE Stage 1 10 credits
COURSE DESCRIPTION
This course examines how video games fit into mass media, the consumption of video games, what issues are specifically related to a gaming context, and what issues are shared across multiple media types. Students will also examine how some game-related media is constructed and have an opportunity to create their own media.
COURSE CONTENT
• Women in Media
• Violence in Media
• Advertising
ASSESSMENT
Folio 40%
Interaction Study 30%
Product 30%
FURTHER INFORMATION
This course runs concurrently with English Pathways B in Semester 2.

SACE COMPLETION PACKAGE
SACE Stage 2 70 credits
COURSE DESCRIPTION
This course gives students the opportunity to complete their SACE and achieve TAFE eligibility, but does not provide entry into University (although a university pathway is still possible after further TAFE studies).
COURSE STRUCTURE
The course consists of four subjects:

ENGLISH PATHWAYS
SACE Stage 2 20 credits
Students will respond to oral and written texts and write their own.

WORKPLACE PRACTICES
SACE Stage 2 20 credits
This course develops knowledge and understanding of the nature, type and structure of workplaces. This includes areas such as the changing nature of work, industrial relations, legislation, occupational health and safety and current issues linked to workplaces.

WORKPLACE DOCUMENTS
SACE Stage 2 20 credits
This course aims to develop skills and confidence in using a range of information and communication technologies with a workplace focus. Students develop knowledge and skills in creating workplace documents using Microsoft Word, PowerPoint and Publisher.

RESEARCH PROJECT
SACE Stage 2 10 credits
Students complete the Research Project based on an area of personal interest.
ASSESSMENT
Assessment in each subject includes school and external assessment components. There are no examinations in this course.
PATHWAY
Successful completion will meet minimum entry requirements for a range of Certificate 3 or higher courses at TAFE.
SACE Packages

SACE TERTIARY PACKAGE
SACE Stage 2 ................................................................. 90 credits

COURSE DESCRIPTION
This course groups together and integrates:
• Stage 2 English Communications
• Stage 2 Society and Culture
• Stage 2 Information Processing and Publishing
• Stage 2 Health
• Stage 2 Research Project.
The learning and assessment in each subject supports the learning and assessment in the other subjects included in the package.

COURSE CONTENT
ENGLISH COMMUNICATIONS
SACE Stage 2 ................................................................. 20 credits
In English Communications students read a range of educational, vocational and cultural texts.
Students learn to recognise the conventions of different text types for different purposes, audiences and contexts.

SOCIETY & CULTURE
SACE Stage 2 ................................................................. 20 credits
Students develop skills in various approaches to, and methods of, investigating and analysing contemporary social issues.
They become familiar with the limits and potential of these approaches and methods and with the ethical issues associated with them.

INFORMATION PROCESSING & PUBLISHING
SACE Stage 2 ................................................................. 20 credits
Students apply practical skills and design principles to provide creative solutions to text-based communication tasks. They create both hard copy and electronic text-based publications and evaluate the development process.

HEALTH
SACE Stage 2 ................................................................. 20 credits
Students learn about the factors that shape the behaviour and attitudes of individuals and groups in relation to healthy living and caring for themselves and the environment.
They develop skills to consider how changing social structures, community values, environmental issues and new technologies affect the health and well-being of individuals and communities.

RESEARCH PROJECT
SACE Stage 2 ................................................................. 10 credits
Students studying the research project:
• choose a topic based on an area of interest
• learn and apply research processes and knowledge and skills specific to their research topic
• record their research and evaluate what they have learnt.
The term 'research' is used broadly and may include practical or technical investigations, formal research or exploratory inquiries.

ASSESSMENT
Assessment in each subject includes school and external assessment components. There are no examinations in this course.

PATHWAY
Successful completion of this course will meet the entry requirements for most tertiary courses.
Stage 1 Subjects

Accounting
Active Lifestyle for Women
Adult Literacy
Art
Art and the Community
Biology
Business and Enterprise
Car Care
Chemistry
Child Studies
Claymation
Computer Aided Drafting (CAD)
Computing
Design
Drawing
Electronic Music Production
English
English as a Second Language
Environmental Studies
ESL Pathways
Food and the Community
Geography
Health Science
History
Humanities
Information Processing & Publishing
Business
Personal
Introduction to Animation
Legal Studies
Mathematical Applications
Mathematical Studies
Mathematics - Preparation for Maths Studies
Metal Machining
Numeracy for Work and Community Life
PC Gaming (see page 23)
Personal Learning Plan

Physics
Psychology
Recreation and Fitness
Research Project Preparation
Science Pathways
Society and Culture
Textiles
Volunteering in Australia
Welding
Women's Studies
Woodwork
Working in Australia
Workplace Practices

ACCOUNTING A & B  
Business, Enterprise and Technology
SACE Stage 1
10 or 20 credits

COURSE DESCRIPTION
The study of accounting gives students opportunities to learn practical skills needed to record and understand financial information.

COURSE CONTENT
Accounting A (Semester 1)
• The nature of accounting
• Financial reports (Profit and Loss and Balance Sheet)
• Source documents
• Keeping cash journals

Accounting B (Semester 2)
• Personal financial information (Budgeting)
• Classified final reports and analysis and interpretation of final reports
• Journals
• Double entry recording

ASSESSMENT
Students demonstrate evidence of their learning through the following assessment types:
Skills and Applications Tasks 70%
Investigative Study 30%

FURTHER INFORMATION
Accounting A must be completed successfully before commencing Accounting B. This subject will give students a solid background for Accounting in Stage 2.

ACTIVE LIFESTYLE FOR WOMEN A & B  
Health and Personal Development
SACE Stage 1
10 or 20 credits

COURSE DESCRIPTION
This course includes practical activities and theory relating to fitness and sports activities, as well as health and dietary issues. It is especially suited to students wanting to develop their personal fitness, and those intending to proceed to Stage 2 Physical Education.

COURSE CONTENT
Practical Topics
• Cardio and weight training program
• Basketball, volleyball, badminton sports
• Other recreational activities of interest to the class group

Folio Topics
• Principles/methods to develop fitness
• Role of diet for health and fitness
• Investigation of a sporting issue of personal interest

ASSESSMENT
Practical activities 60%
Folio tasks 40%
ADULT LITERACY A & B
Humanities and Social Sciences
SACE Stage 1 10 or 20 credits

COURSE DESCRIPTION
This subject provides basic and functional language development. Knowledge of English will be developed around everyday written, visual and multimedia texts.

COURSE CONTENT
Students will build on their own experiences of daily life, work experiences and community participation to study topics related to:
- media
- social issues
- consumer awareness.

Students are supported in the creation of brochures, posters, ICT presentations and research reports.

ASSESSMENT
Students demonstrate evidence of their learning through:
- Text analysis 40%
- Text production 60%

ART A & B
Creative Arts
SACE Stage 1 10 or 20 credits

COURSE DESCRIPTION
Students complete tasks in the following areas of study:
- Visual Thinking
- Practical Resolution
- Visual Arts in Context.

COURSE CONTENT
This course aims to provide students with skills in both 2D and 3D art. Students can explore areas such as Painting, Drawing, Printmaking and Sculpture.

Students work through a creative process to produce practical work.

Students develop skills in individual research, exploring and experimenting with styles, media and techniques and interpreting and responding to visual arts in a cultural, social and/or historical context. This builds students' knowledge and understanding of the visual arts.

ASSESSMENT
Students demonstrate evidence of their learning through the following assessment types:
- Folio 40%
- Practical works including a Practitioner's Statement 30%
- Visual study 30%

ART & THE COMMUNITY A & B
Creative Arts
SACE Stage 1 10 or 20 credits

COURSE DESCRIPTION
Students choose from a range of art media, make decisions and develop work for a group exhibition at the end of the semester. Students will also reflect on their work, learning and feedback received.

ASSESSMENT
Assessment type 1:
- Development of contract of work, folio and community activity (group art exhibition)
Assessment type 2:
- Reflection on learning

BIOLOGY A & B
Science
SACE Stage 1 10 or 20 credits

COURSE DESCRIPTION
This subject is intended for students who have an interest in Biology and may wish to continue with further studies in Biology at Stage 2.

COURSE CONTENT
Biology A
- Classification of animals
- Ecology
- Adaptation
- Use of microscopes
- Cell functions
- Cancer
- Human physiology

Biology B
- Micro-organisms
- Human physiology
- Plant adaptations
- Genetics

ASSESSMENT
Assessment will include written tests, practical reports, oral presentations, issues analysis and hypothesis testing.
- Skills and Application Tasks 50%
- Investigations 50%

FURTHER INFORMATION
Prepares students for SACE Stage 2 Biology or Psychology
BUSINESS AND ENTERPRISE

Business, Enterprise and Technology
SACE Stage 1 10 credits

COURSE DESCRIPTION
Students will gain an understanding of business operations and how internal and external factors influence the performance of businesses. Students will improve their knowledge and understanding of the contribution small businesses make to society.

COURSE CONTENT
• Business in Australia
• Nature and Structure of Business
• Business Enterprise

ASSESSMENT
Students demonstrate evidence of their learning through the following assessment types:
Folio 50%
Practical 25%
Issues Study 25%

CAR CARE CONSUMER AUTOMOTIVES

Business, Enterprise and Technology
SACE Stage 1 10 credits

COURSE DESCRIPTION
Students learn how to choose, buy and affordably run and maintain a motor vehicle.
Topics include energy sources, automotive systems maintenance, elementary fault finding and repair, finance and budgeting, personal consumer rights and obligations.

COURSE CONTENT
• Vehicle types and choices
• Fuel types and choices
• System identification and function
• Finance and budgeting
• Motorising organisations
• Pre-purchase inspection and consumer checks
• Owner’s checks and maintenance schedules
• Subject specific literacy and numeracy

ASSESSMENT
Journal 30%
Assignment work 40%
Group activity 20%
Oral presentation 10%

FURTHER INFORMATION
This course will provide a useful foundation for students contemplating a career or future study in the automotive industry.

CHEMISTRY A & B

Science
SACE Stage 1 10 or 20 credits

COURSE DESCRIPTION
Chemistry A provides basic chemical knowledge that can be applied to everyday situations.
Chemistry B provides a more specific background for Stage 2 Chemistry.

COURSE CONTENT
Chemistry A
• Atomic nature of matter
• Periodic Table - metals and non-metals
• Elements and compounds
• Structure of materials - metallic, ionic and covalent bonding
• Petrol and organic chemistry
• Laboratory skills (including OHS)
• Writing formulae and balancing equations

Chemistry B
• Stoichiometry
• Balancing equations and writing formulae
• Acids and salts
• Intermolecular forces
• Redox reactions
• Metal reactivity and electrochemistry
• Organic compounds
• Laboratory skills

ASSESSMENT
Skills and Application Tasks 45%
Folio 55%

FURTHER INFORMATION
It is recommended that students wishing to proceed to Stage 2 Chemistry complete both Chemistry A and Chemistry B.

CHILD STUDIES A & B

Health and Personal Development
SACE Stage 1 10 or 20 credits

COURSE DESCRIPTION
Students examine the period of childhood from conception to 8 years and issues related to the growth, health and well-being of children. They examine diverse attitudes, values and beliefs about childhood and the care of children, the nature of contemporary families and the changing roles of children in a contemporary consumer society.

COURSE CONTENT
There are three areas of study.
• The nature of childhood and the socialisation and development of children
• Children in wider society
• Children, rights and safety

ASSESSMENT
Practical 50%
Group work 20%
Investigative Study 30%
SA Certificate of Education (SACE) Stage 1

CLAYMATION
Creative Arts
SACE Stage 1 10 credits

COURSE DESCRIPTION
Students complete tasks in the following areas:
• Visual thinking
• Practical resolution
• Visual arts in context

COURSE CONTENT
Students will gain skills in developing a character that will be built using special techniques and materials specifically designed for claymation productions.

The character will be animated with stop motion techniques using iStopMotionPro, Apple computers, DSLR cameras and lighting.

Students will work as individuals and in teams simulating industry practices. A DVD of a claymation product will be produced.

ASSESSMENT
Students demonstrate evidence of their learning through the following assessment types:
• Folio
• Practical works, including a Practitioner’s Statement
• Visual study.

COMPUTER AIDED DRAFTING (CAD) INVENTOR 3D MODELLING
Business, Enterprise and Technology SACE Stage 1 10 credits

COURSE DESCRIPTION
Student will use the 3D Auto Desk Inventor software to produce three dimensional models of real life objects. From the models they will be able to view assembly sequences and print dimensioned drawings at Australian Industry Standards. This course is extremely useful for those students wishing to plan, design and develop dimensions for projects before they start making their own.

COURSE CONTENT
• Use industry standard CAD software
• Read and interpret technical drawings
• Technical trade specific language
• Project planning and production sequences
• Accurate marking out and measuring skills
• Create virtual 3D models of real objects
• Create virtual assembly sequences for projects
• Print industry-standard technical drawings
• Produce a ‘production diary’ of project design and development

ASSESSMENT
Skills and application task 20%
Folio 20%
Product 60%

FURTHER INFORMATION
Provides preparation for designing and production planning in all Design and Technology and VET subjects.

COMPUTING APPLIED COMPUTING SKILLS
Business, Enterprise and Technology SACE Stage 1 10 credits

COURSE DESCRIPTION
In this subject students will gain introductory skills in a range of software including a word processor, a spreadsheets package and brainstorming software. Students will work individually and in groups toward a research goal and document their learning in a journal.

COURSE CONTENT
• Establishing research goals
• Create Mind Maps
• Survey design principles
• Produce and interpret graphs
• Collect and analyze data
• Develop presentation skills
• Report findings
• Reflect on learning

ASSESSMENT
Skills and application task 20%
Folio 20%
Graphing data and analysis 35%
Group Activity 25%
Folio and Discussion 25%

FURTHER INFORMATION
This subject involves working in groups towards achieving a goal, using computing skills learned along the way.

DESIGN A & B
Creative Arts SACE Stage 1 10 or 20 credits

COURSE DESCRIPTION
This course will develop skills in designing for graphic, environmental or product design. The study of the influences of time, culture and society will support students’ understanding of the impact designs have on audiences and markets.

A design brief will be developed and the design process followed. Analysis of contemporary and previous designers’ work will give sound understanding of the process of creating effective designs. Industry standard software will be used to produce design products.

COURSE CONTENT
Design A
Develop fundamental design skills in the field of Graphic Design.

Design B
Choice of Graphic, Product or Environmental Design.

ASSESSMENT
Students demonstrate evidence of their learning through the following assessment types:
• Folio 40%
• Practical 30%
• Visual Study 30%
**DRAWING**
Creative Arts
SACE Stage 1 10 credits

**COURSE DESCRIPTION**
In this course, students develop one major drawing and a folio of explorations in drawing technique using different styles and media. The focus can be drawn from a range of creative arts products from the architectural, botanic, expression, portrait or still-life fields.

**COURSE CONTENT**
- Drawing skills
- Drawing techniques and background of various artists
- Independent study of a creative artist of choice
- Written and oral reflection and evaluation of own work and others in relation to process, media, technique, skills and background concepts
- Participation in community art exhibition

**ASSESSMENT**
Product 50%
Folio 50%

**FURTHER INFORMATION**
It is desirable that students undertaking this course be familiar with the basic operation of a computer and have a keen interest in creating music.

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**ELECTRONIC MUSIC PRODUCTION**
Business, Enterprise and Technology
SACE Stage 1 10 credits

**COURSE DESCRIPTION**
In this course students will use Garageband and Logic Pro computer programs to design and produce music. Students will be able to create electronic music for use in other multimedia applications and for personal use.

**COURSE CONTENT**
- Song structure and design
- Midi programming and editing
- Importing, editing and sampling audio
- Using effects to change sound
- Recording techniques

**ASSESSMENT**
Skills and Applications Task 30%
Folio 30%
Product 40%

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**ENGLISH A & B**
English
SACE Stage 1 10 or 20 credits

**COURSE DESCRIPTION**
This course is designed to provide skills in reading and responding to a range of texts as well as in the crafting and the production of various text-types.

**COURSE CONTENT**
- Reading and responding to novels, short stories, poems, plays or films.
- Appreciation of how authors communicate their ideas through the deliberate selection of techniques and language strategies.
- Analysis of the concepts, values, ideas and beliefs being expressed.
- Identification of the ways authors use language strategies to influence the audience.
- Creation of own communications, both written and oral, by developing and experimenting with different skills and text-types.
- An Extended Study into either Connected Texts, Language or as negotiated.

**ASSESSMENT**
Text Production 40%
Text Response 40%
Extended Study 20%

**FURTHER INFORMATION**
This subject is moderated to ensure students do attain the required Literacy levels to satisfy the literacy requirements of SACE.

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**ENGLISH AS A SECOND LANGUAGE A & B**
English as a Second Language
SACE Stage 1 10 or 20 credits

**COURSE DESCRIPTION**
The course is designed for students for whom English is an additional language or dialect.

**COURSE CONTENT**
Each semester course will include the text study and one other of the following:
- Text Study – students explore a range of written, oral and visual texts constructed for different purposes and in a range of genres.
- Language Application (Communication Study) – students study written and oral texts as they are used in contexts beyond the classroom, and in particular, the use of texts to persuade, influence and instruct others.
- Language Application (Investigative Study) – students investigate a topic of personal interest by moving beyond the classroom to interview one or more people.

**ASSESSMENT**
One oral and one written task from each of the sections above.

**FURTHER INFORMATION**
If students have had more than 5 years of education in English in Australia or overseas, they must have an ESL Scale of 11 or below in at least two texts to be eligible for Stage 1 ESL. Minimum ESL Scale 7 is required.
ENVIRONMENTAL SCIENCE
Science
SACE Stage 1
10 credits

COURSE DESCRIPTION
The course is designed to introduce students to the use of the scientific method for assessing the environment and providing possible solutions for its management and care.

COURSE CONTENT
Basic biological and geological knowledge will underpin the analysis and understanding of local and global issues.

Topics may include:
- Food security
- Energy - peak oil and renewables
- The future of water – local and global
- Climate change
- Biodiversity
- Waste management

ASSESSMENT
Written and oral assignments, topic tests and practical work.

Skills and Application Tasks 40%
Folio 60%

ESL PATHWAYS A & B
English as a Second Language
SACE Stage 1
10 or 20 credits

COURSE DESCRIPTION
This course is designed for students who may have completed NAP or CEP courses and wish to continue developing their English language skills and possibly access further SACE studies. It develops students’ abilities to understand, respond to and compose oral and written texts in a range of genres and situations.

COURSE CONTENT
Each semester, four assessment tasks from:
- Text Analysis – students analyse different structural and language features of one or more texts to understand the ways in which texts are constructed for specific purposes and audiences e.g. letters, brochures, arguments, narratives, reports.
- Text Production – students study topics related to work and community life and produce oral and written texts.

ASSESSMENT
Text Analysis 1 25%
Text Production 1 25%
Text Production 2 25%
Text Production 3 25%

FURTHER INFORMATION
This subject is appropriate for students with an ESL scale of 5-6.

It is recommended that students also enrol in CEP Grammar and Writing and/or CEP Pronunciation and Oral Presentation.

FOOD & THE COMMUNITY
A & B
Community Studies
SACE Stage 1
10 or 20 credits

COURSE DESCRIPTION
Students can choose their own area of interest in the field of food and work individually, or in a team, to develop their capabilities for personal development, learning and work by working in the community. The community can be the school or the wider community.

COURSE CONTENT
Students can decide on their own community activity either individually or in a group and topics that may be chosen include:
- nutrition
- food preparation and presentation
- catering
- the dietary needs of particular groups
- food hygiene
- or any other food related topic that interests the student or group of students.

An individual or group contract of work is written or recorded and then the community activity is carried out. At the end of the community activity, feedback from the community is given and the students then write or record information which reflects on their learning.

ASSESSMENT
Assessment Type 1 Contract of work
Assessment Type 2 Reflection
### GEOGRAPHY
**Humanities and Social Sciences**  
**SACE Stage 1**  
10 credits

**COURSE DESCRIPTION**  
The study of Geography deals with diverse environmental phenomena and human activities including natural hazards, landforms, tourism, economic development, agriculture and urban planning.

**COURSE CONTENT**  
There are four key themes:
- **Location and Distribution**
  The development of geographical abilities in relation to local, national, and global patterns and interconnections. Use of spatial technology is a critical component.
- **Natural Environments at Risk**
  Involves an understanding of the four spheres of the natural environment (atmosphere, biosphere, hydrosphere and lithosphere) and how each of these is at risk from human activities.
- **People, Resources, and Development**
  The interplay of culture, economics, politics and other social considerations is critical to this theme.
- **Issues for Geographers**
  Involves an exploration of the geographical nature of some of the issues facing societies.

**ASSESSMENT**

| Skills and Application Tasks | 50% |
| Fieldwork | 50% |

### HEALTH SCIENCE
**Science**  
**SACE Stage 1**  
10 credits

**COURSE DESCRIPTION**  
The course is designed for students who want to improve their general scientific knowledge, skills and writing techniques.

**COURSE CONTENT**
- Health, safety and hygiene
- Health care professions
- Body systems
- Fitness
- Stress
- Injuries, allergies and first aid
- Nutrition
- Disease and medication
- The immune system

**ASSESSMENT**

| Skills and Application Tasks | 50% |
| Folio | 50% |

### HISTORY
**Humanities and Social Sciences**  
**SACE Stage 1**  
10 credits

**COURSE DESCRIPTION**  
History involves the investigation of human experience over time. By studying past events, actions and phenomena, students gain an insight into human nature and the ways in which individuals and societies function. History builds understanding through the investigation of historical concepts and ideas such as change and continuity; historical empathy; power and its distribution; the causes and resolution of conflicts; rules and rulers.

**COURSE CONTENT**  
The course involves developing the skills of historical inquiry and two historical studies. The historical studies chosen will be selected, in negotiation with the students, from the following:
- Rise and fall of Nazi Germany
- Second World War
- Industrial Revolution
- 20th Century Australia
- Vietnam War
- Society in Victorian England
- Chinese Revolution
- Movements of the 20th Century (Women’s, Environmental, Union etc)
- Negotiated studies

**ASSESSMENT**

| Folio | 40% |
| Sources Analysis | 20% |
| Investigation | 40% |

### HUMANITIES A & B
**Humanities and Social Sciences**  
**SACE Stage 1**  
10 or 20 credits

**COURSE DESCRIPTION**  
This course will explore the following topics: democracy and citizenship; human rights and the impact of colonialism.

**COURSE CONTENT**
- **Humanities A**
  - Democracy and citizenship
  - Human rights issues
  - Human rights defenders
  - The nature of colonialism
  - Colonialism in one country
- **Humanities B**
  - Australian migration
  - Unions
  - Sustainability and you

**ASSESSMENT**

| Text production | 75% |
| Text analysis | 25% |
SA Certificate of Education (SACE)

SACE STAGE 1

INFORMATION PROCESSING AND PUBLISHING - BUSINESS
Business, Enterprise and Technology
SACE Stage 1 10 credits

COURSE DESCRIPTION
Information Processing and Publishing focuses on the application of practical skills to provide creative solutions to business text-based communication tasks. Business Publishing combines the use of software and hardware with the elements and principles of design and an understanding of the processes and procedures involved in using information to produce business publications.

COURSE CONTENT
Business Publishing
• Business letters
• Business reports
• Agendas
• Minutes of meetings
• Menus
• Advertisements
• Itineraries
• Business forms

ASSESSMENT
Students demonstrate evidence in the following assessment types:
Practical Skills 50%
Product and Documentation 30%
Issues Analysis 20%

INFORMATION PROCESSING AND PUBLISHING - PERSONAL
Business, Enterprise and Technology
SACE Stage 1 10 credits

COURSE DESCRIPTION
Information Processing and Publishing focuses on the application of practical skills to provide creative solutions to personal text-based communication tasks. Students create both hard copy and electronic text-based publications and evaluate the development process.

COURSE CONTENT
Personal Publishing
• Data Input
• Keyboarding
• Personal Letters
• Margin Headings
• Displays
• Tables
• Menu displays
• Final display task (Product and Documentation)
• Issues Analysis task

ASSESSMENT
Students demonstrate evidence of their learning through the following assessment types:
Practical Skills 50%
Product Documentation 30%
Issues Analysis 20%

INTRODUCTION TO ANIMATION
Business, Enterprise and Technology
SACE Stage 1 10 credits

COURSE DESCRIPTION
This course is an introductory course in which students will design, create and evaluate animation movies. The Adobe Flash computer program will be used to produce animations, add sounds and make interactive animations.

COURSE CONTENT
• Frame by frame animation
• Motion tweening
• Working in scenes
• Applying motion paths
• Animating pictures
• Creating movie clip symbols
• Creating action buttons
• Adding sound
• Creating shockwave movies
• Make Interactive animations

ASSESSMENT
Skills and Application Tasks 30%
Folio 30%
Project 40%

FURTHER INFORMATION
It is desirable that students undertaking this course be familiar with the basic operation of a computer and have a keen interest in drawing and creating animated movies.

LEGAL STUDIES
Humanities and Social Sciences
SACE Stage 1 10 credits

COURSE DESCRIPTION
The study of Legal Studies provides insight into law-making and the processes of dispute resolution and administration of justice. Students evaluate the merits of the adversary system of trial and other forms of dispute resolution systems and processes. In addition, students investigate legal perspectives on contemporary issues in society.

COURSE CONTENT
• Law and Society
• People, Structures and Processes
• Law Making
• Justice and Society
• Victims and the Law
• Motorists and the Law

ASSESSMENT
Folio 60%
Issues Study 20%
Presentation 20%
**MATHEMATICAL APPLICATIONS A & B**
Mathematics
SACE Stage 1
10 or 20 credits

**COURSE DESCRIPTION**
This course is intended as a first unit for students who wish to proceed to other Mathematical courses. Students who achieve a 'C' grade or higher will gain the required SACE Numeracy.

**COURSE CONTENT**
- **Mathematical Applications A**
  - Earning and Employment
  - Earning wages, salaries and taxation
  - Balancing books, fees and charges
  - Spending and percentage calculations, discounts and GST
  - Measurement
  - Scale, ratio and time
  - Perimeter, area, volume and capacity

- **Mathematical Applications B**
  - Saving, Borrowing
  - Financial institutions
  - Balancing books, fees and charges
  - Investing
  - Statistics
  - Mean, median and reliability
  - Spread of a distribution
  - Conjectures from interval and categorical data
  - Excel spreadsheets for graphing purposes
  - Sampling of populations
  - Data based investigation

**ASSESSMENT**
- Skills and application tasks 65%
- Folio tasks 35%

**MATHEMATICAL APPLICATIONS C**
Mathematics
SACE Stage 1
10 credits

**COURSE DESCRIPTION**
This course contains topics on Simulating Random Processes and Functions and Graphs.

**COURSE CONTENT**
- **Functions and Graphs**
  - Graphs of points and lines
  - Linear equations
  - Interpreting slope
  - Models of growth
  - Graphs of exponentials
  - Applications to finance
- **Simulating Random Processes**
  - Electronic simulations
  - Problem solving using simulations
  - Probability calculations
  - Queuing

**ASSESSMENT**
- Skills and application tasks 65%
- Folio tasks 35%

**MATHEMATICAL STUDIES A**
Mathematics
SACE Stage 1
10 credits

**COURSE DESCRIPTION**
Mathematical Studies A may be taken concurrently with, or following, Mathematical Studies B. Graphs and graphic calculators will be used throughout this subject to solve problems.

**COURSE CONTENT**
- **Statistics**
  - Centre of a distribution
  - Spread of a distribution
  - Sampling
  - Normal distribution
- **Geometry and Mensuration**
  - Right angled triangle geometry
  - Solving non-right angled triangles
- **2-D Coordinate Geometry**
  - Distance formula, ratio, equations of straight lines
  - Equations of circles
  - Inverse functions

**ASSESSMENT**
- Skills and application tasks 70%
- Folio tasks 30%

**FURTHER INFORMATION**
Students who wish to do Mathematical Studies at Stage 2 should do both Mathematical Studies A and B at Stage 1. Students wishing to do Specialist Mathematics at Stage 2 should also do the Mathematical Studies C (Specialist Preparation) unit.
MATHEMATICAL STUDIES C
SPECIALIST PREPARATION
Mathematics
SACE Stage 1 10 credits

COURSE DESCRIPTION
This course is intended to provide prerequisite knowledge for students who wish to proceed to Specialist Mathematics at Stage 2.

COURSE CONTENT
Planar Geometry
- Similar Triangles and Congruence
- Circle Properties
- Cyclic Quadrilaterals

Vectors
- Operations
- Component Form
- Vector Projection

Periodic Phenomena
- Observing Periodic Behaviour
- Sine Function
- Cosine Function
- Trigonometric relationships

ASSESSMENT
Skills and application tasks 70%
Folio tasks 30%

FURTHER INFORMATION
The Study of Stage 1 Mathematical Studies A and B is assumed for all students wishing to study Stage 2 Mathematical Studies and Mathematical Studies C is required for Stage 2 Specialist Mathematics.

MATHEMATICS
PREPARATION FOR MATH STUDIES
Mathematics
SACE Stage 1 10 credits

COURSE DESCRIPTION
This course is intended to provide students with additional mathematical skills needed for Stage 1 Mathematical Studies A, B and C.

COURSE CONTENT
Numbers
- Rational, irrational, surds and their applications

Algebra
- Index laws, quadratics, factorization, binomial expansion

Linear functions
- Graphs, their equations and what they mean

Geometry
- Properties shapes and deductive geometry

ASSESSMENT
Skills and Application Tasks 60%
Folio (Assignment work) 40%

METAL MACHINING
Business, Enterprise and Technology
SACE Stage 1 10 credits

COURSE DESCRIPTION
Students identify, create, initiate and develop products using metal fabrication and welding tools and technologies. Students analyze the impacts of technology on people, society and the environment. Students use hand and power tools and machines to make and evaluate products.

COURSE CONTENT
There will be a strong emphasis on industrial and workshop safety. Students will use drilling machines, milling machines and metal turning lathes to manufacture a range of small components. The practical aspects of the course will be underpinned with theoretical knowledge about all processes used. Materials will include various steel, brass and aluminium sections, such as round, flat and hexagonal bar stock.

There is a focus on employability skills and employment opportunities in the metal fabrication industry. The nature of apprenticeships will be discussed.

ASSESSMENT
Skills and application tasks 20%
Folio 20%
Product 60%

FURTHER INFORMATION
Most safety clothing will be provided, but students will need to wear sturdy shoes at all times in the workshop. It is advisable for students to wear overalls or similar work clothes whilst using machines.

NUMERACY FOR WORK AND COMMUNITY LIFE
Mathematics
SACE Stage 1 10 credits

COURSE DESCRIPTION
This course is intended as a first unit for students who wish to proceed to other mathematics courses. Students who achieve a ‘C’ grade or higher will gain the required SACE Numeracy credits.

COURSE CONTENT
The following topics will be covered:
- Using electronic calculators (scientific and graphic)
- Spreadsheets (Excel)
- Fractions, decimals, percentages
- Calculation of discounts, GST and simple interest
- Group work investigations
- Units of measurements and applying the units in everyday situations
- Measuring shape and space
- Investigating wages and salaries.

ASSESSMENT
Skills and application tasks 70%
Folio tasks 30%
PERSONAL LEARNING PLAN
Cross Disciplinary Studies
SACE Stage 1 10 credits

PHYSICS A & B
Science
SACE Stage 1 10 or 20 credits

PSYCHOLOGY A & B
Science
SACE Stage 1 10 or 20 credits

RECREATION AND FITNESS
A & B
Health and Personal Development
SACE Stage 1 10 or 20 credits

COURSE DESCRIPTION
Students have an opportunity to explore the five Capabilities of Learning, Communication, Personal Development, Work and Citizenship.

COURSE CONTENT
Capabilities
- Write a short autobiography
- Development of capabilities

Goal Setting
- Use the SMART template to set goals
- Develop short term and long term goals

Planning Future Pathways
- Complete an on-line career quiz
- Collect career and job information, eg Career Expo
- Research further study and training pathways
- Complete subject selections for the next semester

Presenting Your Plan
- Deliver a short presentation, supported by media such as PowerPoint and the resources collected. Outline plans for further study and training.

ASSESSMENT
Folio 75%
Reflection 25%

FURTHER INFORMATION
The PLP is a compulsory component of the SACE and it must be passed at C grade or better to count as 10 credits.

COURSE DESCRIPTION
The course is designed as an introduction to Physics. It enables students to understand and appreciate the world around them. The focus is on concepts and experimental methods used to understand what happens in the physical world.

COURSE CONTENT
Physics A
- Waves and their properties
- Light and sound
- Static and current electricity
- Electricity in the home

Physics B
- Kinematics - the study of motion of objects
- Dynamics - the study of the interaction of objects
- Newton's laws of motion
- Conservation Laws
- Relativity

ASSESSMENT
Written assignments, topic tests and practical work including the testing of hypotheses.
Skills and Application Tasks 60%
Folio 40%

FURTHER INFORMATION
It is strongly advised that students wishing to study Stage 2 Physics complete both Physics A and Physics B.

COURSE DESCRIPTION
This course is an introduction to the study of Psychology showing how it relates to our social world. Psychology builds on the scientific method by involving students in the collection and analysis of qualitative and quantitative data. It enables students to understand their own behaviours and the behaviours of others.

COURSE CONTENT
Psychology A
- Introduction to Psychology - a required background in the principles of research, the profession and ethics.
- Social Influence - a study of films and experiments, persuasion and aggression.
- Emotions - a study of the way people express their emotions and what causes the behaviour.

Psychology B
- Introduction to Psychology - a required background in the principles of research, some basic statistics, the profession and ethics.
- Biological Basis of Behaviour - functions of the human brain and how the brain is studied.
- Human Personal Development.

ASSESSMENT
Skills and application tasks 50%
Folio 40%
Group work 10%

FURTHER INFORMATION
The PLP is a compulsory component of the SACE and it must be passed at C grade or better to count as 10 credits.

COURSE DESCRIPTION
This course includes practical activities relating to fitness and sports activities, as well as a study of topical issues relating to fitness, health and sport. It is especially suited to students wanting to develop their personal fitness and particular sports abilities and those intending to proceed to Stage 2 Physical Education.

COURSE CONTENT
Practical Topics
- Cardio and weight training program
- Basketball, volleyball, badminton, soccer, tennis and cricket
- Other recreational activities of interest to the class group

Folio Topics
- Principles of and methods to develop fitness
- Components of a healthy lifestyle
- How we learn sports skills
- Investigation of a sporting issue of personal interest

ASSESSMENT
Practical activities 60%
Folio tasks 40%
**RESEARCH PROJECT PREPARATION**
Cross Disciplinary Studies
SACE Stage 1 10 credits

**COURSE DESCRIPTION**
This course is designed to provide an introduction to the skills and understandings needed to complete the compulsory Research Project at Stage 2.

**COURSE CONTENT**
- Choosing a topic
- Developing a proposal
- Planning research
- The research process
- Keeping records
- Research product
- Reflection

**ASSESSMENT**
Practical 40%
Group Activity 20%
Folio and Discussion 40%

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**SCIENCE PATHWAYS**
Science
SACE Stage 1 10 credits

**COURSE DESCRIPTION**
A SACE course to provide students with the skills for SACE Stage 1 Physics, Chemistry and Biology.

**COURSE CONTENT**
Each semester will focus on different aspects of science in which the following will be covered:
- Explaining scientific phenomena
- Reading and understanding scientific text
- Planning and investigation
- Conducting research
- Collating, representing and analyzing data
- Evaluating scientific investigations
- Presenting findings.

**ASSESSMENT**
Assessment will include a variety of tasks that cover students' understanding and the skills acquired. Individual and collaborative tasks will be assessed.

Folio 50%
Skills and Application Tasks 50%

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**SOCIETY AND CULTURE**
Humanities and Social Science
SACE Stage 1 10 credits

**COURSE DESCRIPTION**
Students study the interactions of people, societies, cultures and environments. They learn about the ways in which societies constantly change and are affected by social, political, historical, environmental, economic and cultural factors. Students develop the ability to influence their own future by acquiring skills, values and understanding that enable them to participate effectively in contemporary society.

**COURSE CONTENT**
Students study two of the following topics. Selection of topics negotiated with the class:
- Cultural diversity
- Social issues
- Popular culture
- Sub-cultures
- Lifestyle diversity
- Social change
- Land and culture

**ASSESSMENT**
Students demonstrate evidence of their learning through the following assessment types:
- Cultural diversity 50%
- Social issues 25%
- Popular culture 25%

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**TEXTILES A & B**
Cross-Disciplinary Studies
SACE Stage 1 10 or 20 credits

**COURSE DESCRIPTION**
The course looks at textiles and how they are used in the community. The class will develop community activities as a group as well as each student having to undertake their own community activity. Students will be able to further develop their skills in sewing, computer embroidery design and machining and the sewing and using of textiles in a variety of garments and articles.

**COURSE CONTENT**
Students select their own community activity and they could include:
- Garment construction – clothing for adults, children or babies
- Accessories for fashion - eg scarves, bags
- Household items – quilts, cushions, throw rugs
- Using woven or stretch textiles in a variety of ways
- Creative use of textiles including knitting and crochet.

**ASSESSMENT**
Practical Community Activity
Contract of Work
Folio
Reflection
VOLUNTEERING IN AUSTRALIA
Humanities and Social Science
SACE Stage 1 10 credits

COURSE DESCRIPTION
Students will gain experience and knowledge about volunteering and have the opportunity to undertake a volunteer experience.

The course will provide an overall understanding of the types of volunteering including both local and international opportunities.

COURSE CONTENT
- Knowledge of the variety of volunteering experiences available
- Preparing for volunteering
- Responsibilities of a volunteer
- Legal requirements of volunteers
- Basic first aid information
- Preparation of a personal resume and skills register

ASSESSMENT
Volunteering placement 30%
Research assignment 20%
First Aid assignment 20%
Journal and Folio presentation 30%

WELDING
Business, Enterprise and Technology
SACE Stage 1 10 credits

COURSE DESCRIPTION
This course is mainly practical work based upon the learnt skills of welding and metal fabrication. Students learn OHS guidelines in the practical use of Oxy-Acetylene, Manual Metal Arc and Spot Welding machines. The technical language, theory and skills required are learnt from the practical work in making a welded metal project.

COURSE CONTENT
- Use of machines and hand power tools
- Development of accurate hand skills
- Technical trade specific language
- Reading and interpreting technical drawings
- Project planning and production sequences
- Accurate marking out and measuring skills
- Oxygen-acetylene welding
- Manual Metal Arc Welding (Arc)
- Resistance Welding (Spot)
- Producing a ‘production diary’ and basic sketches

ASSESSMENT
Skills and Application Tasks 20%
Folio 20%
Product 60%

WOMEN’S STUDIES
Humanities and Social Science
SACE Stage 1 10 credits

COURSE DESCRIPTION
In Women’s Studies students look at the world from the perspectives of women. They examine the diversity of women’s experiences and their relationships to others while promoting an inclusive and just society. Students identify complex and contradictory ideas that exist about femininity and masculinity, and how being a woman or a man may influence an individual’s experiences and expectations.

COURSE CONTENT
- Gender Analysis Framework: Women, Gender and Social Identity
- Representations of Women in Cultural Texts
- Key Issues in Women’s Studies (one issue study)

ASSESSMENT
Students demonstrate evidence of their learning through the following assessment types:

- Text Analysis 40%
- Group Presentation 30%
- Issues Analysis 20%

WOODWORK A & B
Business, Enterprise and Technology
SACE Stage 1 20 credits

COURSE DESCRIPTION
Students identify, create, initiate and develop products using woodworking tools and technologies. Students analyze the impacts of technology on people, society and the environment.

COURSE CONTENT
There will be a strong emphasis on industrial and workshop safety. Students will use hand and power tools to make framing joints including rebate joints, housing joints and dowel joints. Materials will include natural pine timber sections as well as a range of manufactured boards. Skills tasks will be based around a small ladder and design tasks will be focused on a small item of home furniture. The practical aspects of the course will be underpinned with theoretical knowledge about all processes used.

There is a focus on employability skills and employment opportunities in the cabinet making and furniture making industries. The nature of apprenticeships will be discussed.

ASSESSMENT
Skills and Application Tasks 20%
Folio 20%
Product 60%

FURTHER INFORMATION
Most safety clothing will be provided, but students will need to wear sturdy shoes at all times in the workshop. It is highly advisable for students to wear an apron or similar to cover clothing.
**WORKING IN AUSTRALIA**

**Humanities and Social Science**

SACE Stage 1 10 credits

**COURSE DESCRIPTION**
This program is designed to enable students to develop their English language literacy skills through the use of critical reading and viewing of the media.

The course is based on current affairs in order to maximise the chances of each student being familiar with and/or having an opinion on the topics under discussion.

**COURSE CONTENT**
This is a functional literacy class where explicit modelling and targeted exercises will be provided to support development of literacy skills.

Students will also have the opportunity to develop the capabilities of communication, citizenship, personal development, work and learning.

They will gain an appreciation of, and competence in, the literacy skills valued by employers. Students will recognise the ways in which literacy skills, and knowledge and understanding of the structure and style of a variety of texts, can be applied in the workplace and the wider community through analysis of media reports, advertisements and letters targeting different audiences and serving different functions.

**ASSESSMENT**

- **Text analysis** 40%
- **Text production** 60%

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**WORKPLACE PRACTICES**

**Business, Enterprise and Technology**

SACE Stage 1 10 credits

**COURSE DESCRIPTION**
Students develop knowledge, skills and understanding of the nature, type and structure of the workplace. Students can undertake learning in the workplace and develop their capabilities, interests and aspirations.

**COURSE CONTENT**
Focus areas of study:
- Industry and Work Knowledge
- Vocational Learning
- Vocational Education and Training (VET).

2 topics will be selected from:
- Future Trends in the World of Work
- The Value of Unpaid Work to Society
- Workers Rights and Responsibilities
- Career Planning
- Negotiated Topics.

**ASSESSMENT**

Students demonstrate evidence of their learning through:

- **Folio** 40%
- **Performance** 30%
- **Reflection** 30%
## STAGE 2 SUBJECTS

**Accounting**
- Business, Enterprise and Technology (SACE Stage 2)
- 20 credits

**Course Description**
- Students will develop knowledge and skills related to the processes involved in generating, recording, classifying, analyzing, interpreting, and reporting accounting information for planning, control and effective decision-making.

**Course Content**
- The Environment of Accounting
  - Types of business entities
  - Influences on accounting information
  - Users of accounting information
  - Accounting process
- Financial Accounting
  - The Accounting Equation
  - Double entry
  - Accounting reports
  - Cash flow
  - Analysis and interpretation of financial statements
- Management Accounting
  - Cash budgets
  - Recording inventories
  - Control over debtors and assets
  - Decision making and report writing

**Assessment**
- School-based Assessment: 50%
- Skills and Application: 20%
- External Assessment (examination): 30%

**Further Information**
- This course prepares you for further study in the area of finance and business. A background in Accounting Stage 1 is desirable.

**Biology**
- Science (SACE Stage 2)
- 20 credits

**Course Description**
- Stage 2 Biology is organised around the following four themes:
  - Macromolecules
  - Cells
  - Organisms
  - Ecosystems

**Course Content**
- Each theme is divided into the following six threads:
  - Organisation
  - Selectivity
  - Energy Flow
  - Perpetuation
  - Evolution
  - Human Awareness

**Assessment**
- School-based Assessment: 40%
- Investigations Folio: 30%
- Skills and Applications Tasks: 20%
- External Assessment: 30%

**Further Information**
- Studies can lead to a range of Science courses at university.
BUSINESS AND ENTERPRISE  
Business, Enterprise and Technology  
SACE Stage 2  
COURSE DESCRIPTION  
Business and Enterprise focuses on learning about the theory of running and managing a successful business enterprise. This course covers business issues locally and globally. Students have the opportunity to investigate a current business issue and also to evaluate the impact and effect of business enterprises on the economy, communities and the environment.  
COURSE CONTENT  
Students complete the study of a core topic and two option topics.  
Core Topics  
• The Business Environment  
• Business in Australia  
• The Nature and Structure of Business  
• The Business Enterprise  
Option Topics  
• People, Business and Work  
• Business, Law and Government  
ASSESSMENT  
School-based Assessment  
Practical  20%  
Folio  30%  
Issues Study  20%  
External Assessment  
Report  30%  
FURTHER INFORMATION  
Basic background in Stage 1 Business and Enterprise, Legal Studies, Accounting or Economics is recommended.

CHEMISTRY  
Science  
SACE Stage 2  
COURSE DESCRIPTION  
Chemistry as a Stage 2 subject is organised so that each intended student learning is related to a key idea or concept. Within the study of these chemical ideas and concepts, students develop their chemistry investigation skills through practical investigations and critical analysis of chemistry issues.  
COURSE CONTENT  
• Elemental and Environmental chemistry  
• Periodic table, nature’s cycles, environmental issues  
• Analytical techniques  
• Volumetric analysis, chromatography and atomic absorption spectroscopy  
• Using and controlling reactions  
• Heat in reactions, electrochemistry, rates and equilibrium  
• Organic and biological chemistry  
• Functional groups and series, proteins, triglycerides, sugars  
• Materials  
• Polymers, silicates, cleaning agents  
ASSESSMENT  
School-based Assessment  
Folio  40%  
Skills and Applications Tasks  30%  
External Assessment  
Examination  30%  
FURTHER INFORMATION  
Studies can lead to a range of Science and Engineering courses at university. Stage 1 Chemistry is recommended.

CHILD STUDIES  
Health and Personal Development  
SACE Stage 2  
COURSE DESCRIPTION  
This subject focuses on children’s growth and development from conception to 8 years. Students critically examine attitudes and values about parenting and caregiving and gain an understanding of the growth and development of children. Childhood is a unique, intense period of growth and development. Children’s lives are affected by relationships with others; intellectual, emotional, social and physical growth; cultural, familial and socio-economic circumstances.  
COURSE CONTENT  
There are 5 areas of study:  
• Contemporary and Future Issues  
• Economic and Environmental Influences  
• Political and Legal Influences  
• Sociocultural Influences  
• Technological Influences  
ASSESSMENT  
School-based Assessment  
Practical  50%  
Group Activity  20%  
External Assessment  
Investigation  30%  
FURTHER INFORMATION  
Studies can lead to a range of Science and Engineering courses at university. Stage 1 Chemistry is recommended.

CLASSICAL STUDIES  
Humanities and Social Sciences  
SACE Stage 2  
COURSE DESCRIPTION  
This course looks at Greek and Roman classical worlds, including literary texts from the period. As part of this subject, students undertake an externally marked study on an area of the classical world that interests them.  
COURSE CONTENT  
• Roman History, 70-28 BC  
• Roman Poetry  
• Greek History, 500-479 BC  
ASSESSMENT  
School-based Assessment  
Folio  40%  
Essays  30%  
External Assessment  
Special Study  30%
SA Certificate of Education (SACE)

Creative Arts SACE Stage 2

**COURSE DESCRIPTION**
This subject gives students the opportunity for specialized study within the Arts area. Students participate in the development and presentation of creative art products. They analyze and evaluate products in different contexts and gain an understanding and appreciation of the ways in which creative arts contribute to, and shape the lives, of individuals and communities.

**COURSE CONTENT**

**Product**
Students develop and produce two art products in their chosen art discipline eg painting, drawing, printmaking, sculpture, ceramics, installation, photography. A record of the creative process, including annotation and analysis, is essential.

**Investigation**
Students investigate an area of practice that is of interest to them, and a related practitioner. They present a report for each investigation of 1,000 words each.

**Practical Skills**
Students conduct a focused exploration, application and evaluation of skills appropriate to their preferred area of the creative arts. The Evaluation is 2,000 words written or 12 minutes oral.

**ASSESSMENT**

<table>
<thead>
<tr>
<th>School Assessment</th>
<th>50%</th>
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</thead>
<tbody>
<tr>
<td>Product (two products)</td>
<td>50%</td>
</tr>
<tr>
<td>Investigation (two investigations)</td>
<td>20%</td>
</tr>
<tr>
<td>External Assessment</td>
<td>30%</td>
</tr>
<tr>
<td>Practical Skills (one practical skills task)</td>
<td>30%</td>
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</tbody>
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Digital Photography Communications Products

**COURSE DESCRIPTION**
This course teaches skills in digital photography, design and photo editing software.

**COURSE CONTENT**
Students will use digital SLR cameras. Students will edit photographs and create complex design layouts using the Adobe Photoshop software. They will manipulate images and apply filters, special effects and restoration techniques including red-eye reduction, masking, colour channels, noise reduction and many more of the numerous effects and adjustments possible with this complex and powerful software.

Among their assessment tasks, students will produce a minor and major photographic project such as a poster, magazine cover, advertisement, photo book, multimedia presentation, T-shirt, cards, brochure or similar to showcase their photographic themes for these projects can be chosen from a wide range of options such as landscapes, macro photography, portraiture, sporting or night photography.

**ASSESSMENT**

<table>
<thead>
<tr>
<th>School-based Assessment</th>
<th>50%</th>
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</thead>
<tbody>
<tr>
<td>Skills and applications</td>
<td>20%</td>
</tr>
<tr>
<td>Product design and development</td>
<td>50%</td>
</tr>
<tr>
<td>External Assessment</td>
<td>30%</td>
</tr>
<tr>
<td>Folio (2000 words)</td>
<td>30%</td>
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</tbody>
</table>

Digital Video Production Communications Products

**COURSE DESCRIPTION**
In this course you will gain practical skills and knowledge in the craft of film making. You will learn how to shoot, capture, edit and distribute video using consumer and industry standard equipment and software (Final Cut Pro). You will work in teams, as well as individually, to suit the needs of your projects.

**COURSE CONTENT**
Assignments in this course will cover the fundamental aspects of film making, including:

- Production planning
- Storyboarding
- Composing shots for best effect
- Utilizing natural and artificial lighting
- Understanding camera types and settings
- Understanding microphone characteristics and techniques
- Basic musical composition
- Creating 3 point edits
- Editing to imported music
- Mixing and channel automation
- Working effectively in teams.

**ASSESSMENT**

<table>
<thead>
<tr>
<th>School-based Assessment</th>
<th>20%</th>
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</thead>
<tbody>
<tr>
<td>Skills and Applications</td>
<td>20%</td>
</tr>
<tr>
<td>Product Design and Development</td>
<td>50%</td>
</tr>
<tr>
<td>External Assessment</td>
<td>30%</td>
</tr>
<tr>
<td>Folio</td>
<td>30%</td>
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</tbody>
</table>

**FURTHER INFORMATION**
Students should be able to use a computer and have a keen interest in storytelling.
**ENGLISH AS A SECOND LANGUAGE**

**ESL**

**SACE Stage 2**

20 credits

**COURSE DESCRIPTION**

In this course, students develop their understanding, confidence and proficiency in the use of the English language, developing skills as critical readers, viewers, listeners, speakers and writers. It develops the knowledge and competence gained in Stage 1 ESL.

**COURSE CONTENT**

Students undertake tasks within the following areas of study:

**Communication Study**
- Oral – from speech, TV report, advertising presentation, demonstration.
- Written – from formal letter, newspaper, magazine article, pamphlet.

**Text Production**
- Responses to fictional and non-fiction texts.
- Oral – class presentation or discussion with teacher.
- Written – from narrative, journal entry, essay, reflection, letter, report or description.

**Language Application**

Students produce one oral report and one written evaluation based on an interview or a mentoring activity.

**INVESTIGATION**

External Assessment. Students write a written report on a contemporary issue of their choice and present an oral reflection.

**ASSESSMENT**

School-based Assessment
- Communication Study 20%
- Text Production 30%
- Language Application 20%

External Assessment
- Investigation 30%

**FURTHER INFORMATION**

If students have had more than 5 years of education in English in Australia or overseas, they must have an ESL Scale of 12 or below in at least two texts to be eligible for Stage 2 ESL. Scale 8 in most texts is required for this ESL subject.

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**ENGLISH AS A SECOND LANGUAGE STUDIES**

**ESL**

**SACE Stage 2**

20 credits

**COURSE DESCRIPTION**

This course develops skills in using English mainly for study purposes. As students read and view a variety of texts, they develop skills in locating key ideas as well as synthesizing and expressing them in their own words, both orally and in writing. They also develop research, oral presentation and listening skills and produce formal written texts eg essays, reports and business letters.

**COURSE CONTENT**

**ISSUE ANALYSIS**
- An interactive discussion with the teacher on an issue
- A written response to the issue
- Text production
- An essay on an issue
- A piece of creative writing in response to a text
- Investigation
- Written presentation on the topic of the investigation (essay or report)
- Tutorial (oral) on the topic of the investigation

**ASSESSMENT**

School-based Assessment
- Issue Analysis 20%
- Text Production 20%
- Investigation 30%

External Assessment
- Examination (External Assessment) 30%

(Learning comprehension paper and written paper)

**FURTHER INFORMATION**

If students have had more than 5 years of education in English in Australia or overseas, they must have an ESL Scale of 12 or below in at least two texts to be eligible for ESL Studies. Scale 9 in most texts is required for this ESL subject.
SA Certificate of Education (SACE)

**ENGLISH COMMUNICATIONS**
English SACE Stage 2 10 or 20 credits

**COURSE DESCRIPTION**
This course is designed to expand students’ skills in reading and responding to a range of texts as well as in the crafting and production of various text-types. Students will investigate and apply the conventions, techniques and language strategies used to communicate in written, spoken and multi-modal texts.

**COURSE CONTENT**
- **Text Analysis** - Students demonstrate the ability to understand, analyze and effectively discuss three different text types – Prose narrative/Poetry or Song/Film. One of these will be presented as an oral text.
- **Text Production** - Students demonstrate the skills and knowledge needed to produce examples of different types of texts, such as recount, exposition and writing to entertain. One of these texts will be produced as a timed piece under supervision.
- **Communication Study** - Students undertake a study into one form of communication and discuss skills in the production of a second form of communication.
- **Folio** - Students select and produce one form of Text Production and one example of Text Analysis to showcase their personal skills.

**ASSESSMENT**
- School-based Assessment
  - Text Production 20%
  - Text Analysis 20%
  - Communication Study 20%
- External Assessment
  - Folio 30%

**ENGLISH STUDIES**
English SACE Stage 2 20 credits

**COURSE DESCRIPTION**
This course offers students the opportunity to extend their knowledge and understanding of literature. The course focuses on the analysis of quality texts, encouraging students to extend the scope of their reading and viewing.

**COURSE CONTENT**
- An in-depth study of shared novels, poetry, plays and film.
- The analysis of texts using critical thinking skills. Students are required to develop informed opinions and find evidence to support their point of view.
- The ability to construct logical and convincing arguments.
- Opportunities for students to develop and demonstrate their use language for a range of purposes.
- An Individual Study that requires each student to select two appropriate texts to analyze and compare in an extended essay.

**ASSESSMENT**
- School-based Assessment
  - Text responses including an Individual Study 50%
  - Oral and written text production 20%
  - Three hour examination 30%
- External Assessment
  - Investigative Study 30%

**FOOD AND HOSPITALITY**
Health and Personal Development SACE Stage 2 20 credits

**COURSE DESCRIPTION**
This course focuses on the impact of the food and hospitality industry on Australian society and examines the contemporary and changing nature of the industry. Students develop relevant knowledge and skills as consumers and/or as industry workers.

**COURSE CONTENT**
Students study topics within the following five areas of study:
- Contemporary and Future Issues
- Economic and Environmental Influences
- Political and Legal Influences
- Socio-cultural Influences
- Technological Influences.

**ASSESSMENT**
- School-based Assessment
  - Practical 50%
  - Group work 20%
- External Assessment
  - Investigative Study 30%

**FOOD AND THE COMMUNITY A & B**
Health and Personal Development SACE Stage 2 10 or 20 credits

**COURSE DESCRIPTION**
This subject encourages students to develop independent learning skills while learning about food. A community activity will be undertaken which will allow students to negotiate, plan and make decisions.

Students will develop a contract of work to be followed during the semester. Students will be required to keep evidence of their work and learning.

**COURSE CONTENT**
Examples of activities are:
- Compiling a recipe book
- Cooking and catering for a community group
- Developing a healthy eating plan for a child
- Developing a healthy eating plan on a budget
- Investigating commercial cookery technology
- Investigating food outlets
- Investigating how eating out is changing.

**ASSESSMENT**
- School-based Assessment
  - Development of contract of work and reflection 70%
- External Assessment 30%
FURNITURE CONSTRUCTION  
Business, Enterprise and Technology  
SACE Stage 2  
20 credits

COURSE DESCRIPTION
This course provides opportunity for students to demonstrate knowledge and practical skills associated with using systems, processes and resistant materials such as wood.

COURSE CONTENT
Students use a range of manufacturing technologies such as tools, machines, and/or systems to convert resistant materials into useful products.

The course develops wood machining skills, with work involving power saws, surface planers and other powered equipment. Students will design and construct their own medium sized piece of furniture.

ASSESSMENT
School-based Assessment 
Skills and Applications  20%  
Product  50%  
External Assessment 
Folio  30%

FURTHER INFORMATION
You may be required to purchase some furniture construction materials as required for larger projects.

GEOGRAPHY  
Humanities and Social Sciences  
SACE Stage 2  
20 credits

COURSE DESCRIPTION
Students develop an understanding of the spatial interrelationships between people, places and environments. Students pose and seek answers to questions of what, where, who, why, how, and when about their world. The discipline of geography deals with diverse environmental phenomena and human activities, including population, landforms, tourism, globalisation, resources, agriculture, hazards and urban planning.

COURSE CONTENT
Core Topic
Population, Resources, and Development
Students are introduced to the processes involved in population change. Students become aware of the impacts of population and consumption on the environment. Water is used as a case study.

Option Topics
Students will study issues related to two of the following topics (to be chosen by the class).
- Urbanisation
- Tourism
- Coasts
- Environmental Hazards
- Globalisation

ASSESSMENT
School-based Assessment 
Fieldwork  25%  
Inquiry  20%  
Folio  25%  
External Assessment 
Examination  30%  
Inquiry  20%  
External Assessment 
Examination  30%

INFORMATION PROCESSING AND PUBLISHING PERSONAL AND BUSINESS DOCUMENTS  
Business, Enterprise and Technology  
SACE Stage 2  
20 credits

COURSE DESCRIPTION
This course provides students with the chance to learn about the Australian legal system from the local level to its global connections, its origins and functions. The course focuses on the Australian Constitution, examines the key concepts of parliamentary democracy and how the legal system deals with civil and criminal disputes. Students will learn how laws are made and enforced and the legal issues affecting Australian citizens. Students are expected to take a critical view of the legal system as well understanding its strengths.

COURSE CONTENT
- The Australian Legal System
- Constitutional Government
- Law-making
- Justice Systems

ASSESSMENT
School Assessment 
Folio  50%  
Inquiry  20%  
External Assessment 
Examination  30%

FURTHER INFORMATION
Completion of Stage 1 Legal Studies is desirable.
SA Certificate of Education (SACE)

**Mathematical Applications**

**Mathematics**
SACE Stage 2
10 or 20 credits

**Course Description**
This course covers a range of mathematics relevant to both personal and business use. Students explore, describe and explain aspects of the world around them using mathematical problem-solving skills. Electronic technology is integral to this course.

**Course Content**

- **Semester 1**
  - Investments and Loans
  - Share Investments

- **Semester 2**
  - Statistics and Working with Data
  - Mathematics and Small Business

**Assessment**
School-based Assessment
- Skills and Applications Tasks 30%
- Folio tasks 40%
- Examinations 30%

**Further Information**
Students will be required to use a graphics calculator throughout the year. Casio calculators are available for hire from the College for a refundable fee.

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**Mathematical Methods**

**Mathematics**
SACE Stage 2
20 credits

**Course Description**
This course contains topics from Statistics, Calculus and Matrices and Systems of Linear Equations.

**Course Content**

- **Statistics**
  - Normal Distribution
  - Central Limit Theorem
  - Binomial Distribution
  - Confidence Intervals
  - Sampling distributions

- **Modelling**
  - Linear models
  - Exponential and power models
  - Modeling from data

- **Calculus**
  - Rates of change
  - Rules, finding derivatives
  - Differentiation rules

**Linear Programming**
- Properties of regression models
- Linear Programming

- **Matrices**
  - Addition and subtraction
  - Matrix multiplication
  - Powers
  - Networks, Dominance and Transition Matrices

**Assessment**
School-based Assessment
- Skills and application tasks 45%
- Folio tasks 25%
- Examinations 30%

**Further Information**
Students must also do Stage 2 Mathematical Studies.

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**Mathematics Specialist**

**Mathematics**
SACE Stage 2
20 credits

**Course Description**
This course contains topics from Trigonometry Preliminaries, Polynomials and Complex Numbers and Vectors and Geometry.

**Course Content**

- **Trigonometry Preliminaries**
  - Trig graphs
  - Properties of trig graphs
  - Identities

- **Polynomials and Complex Numbers**
  - Complex number operations
  - Inductive arguments
  - Polar Form and Argand diagrams
  - DeMoivre’s theorem

- **Real Polynomials**
  - Operations
  - Fundamental Theorem of Algebra
  - Quadratic Iterations

- **Vectors and Geometry**
  - 3-D vectors
  - Lines and Planes
  - Geometry of circles and tangents
  - Vector proofs

- **Calculus**
  - Functions of time
  - Uniformly and non-uniformly varying quantities
  - Related rates, velocity and tangents
  - Derivatives of circular functions
  - Calculus of trig functions
  - Differential equations including separable differential equations
  - Systems of differential equations and cyclic behaviour

**Assessment**
School-based Assessment
- Skills and application tasks 45%
- Folio tasks 25%
- Examinations 30%

**Further Information**
Students must also do Stage 2 Mathematical Studies.
**SA Certificate of Education (SACE) Stage 2**

**MATHEMATICAL STUDIES**
Mathematics  
SACE Stage 2  
20 credits

**COURSE DESCRIPTION**
This course contains topics from Systems of Equations, Matrices, Introductory Calculus, Differential Calculus, Applications of Calculus, Exponential and Integral Calculus and Statistics.

**COURSE CONTENT**
**Systems of Equations**  
Solving 2 X 2 equations, 3 X 3 with unique solutions, other 3 X 3 systems

**Calculus**
Introductory Calculus, modelling, rates of change, limits, derivative function, simple rules and chain rule, product and quotient rule, tangents and normals.

**Applications of Calculus**
Rates of change, curve properties, optimisation, exponential and logarithmic functions, integration.

**Statistics (Normal Distribution)**
Normal distribution, sample means, hypothesis testing, confidence intervals.

**Statistics (Binomial Distribution)**
Pascal's Triangle, probabilities, normal approximation, hypothesis testing, confidence intervals.

**ASSESSMENT**
School-based Assessment  
Skills and application tasks  
45%  
Folio tasks  
25%  
External Examination  
30%  
Folio  
20%  
Product  
50%  
External Assessment  
Folio  
30%

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**METAL TECHNOLOGIES**
Business, Enterprise and Technology  
SACE Stage 2  
20 credits

**COURSE DESCRIPTION**
Students identify, create, initiate and develop products, processes or systems. They explore technologies in both contemporary and historical settings and analyse the impacts of technology, including social, environmental and sustainable consequences. The focus context for this subject will be a range of metals and metal working processes.

**COURSE CONTENT**
**There will be a strong emphasis on workshop safety. Students will have opportunities to extend, consolidate and integrate their skills and knowledge in metal design, fabrication and machining in a modern, well-equipped workshop. Equipment available includes gas and electric welding methods OXY, ARC and MIG, thermal cutting, including plasma, metal machining including lathe turning and manual milling operations to manufacture metal products.**

**ASSESSMENT**
School-based Assessment  
Skills and Applications  
20%  
Product  
50%  
External Assessment  
Folio  
30%

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**MODERN HISTORY**
Humanities and Social Sciences  
SACE Stage 2  
20 credits

**COURSE DESCRIPTION**
In this subject, students investigate people, places, events, and ideas in the history of modern societies. They learn to apply the skills of historical inquiry, including critical analysis. They will construct reasoned historical arguments based on a critical understanding of evidence from sources, reflect on and evaluate the impacts of individuals and events.

**COURSE CONTENT**
**Revolutions and Turmoil**  
Social and Political Upheavals since c. 1500 with a focus on the Russian Revolution.

**An Age of Catastrophes**  
Depression, Dictators, and the Second World War, c. 1929–45, with a focus on Adolf Hitler and Nazi Germany.

**ASSESSMENT**
School-based Assessment  
Folio (essays, source analyses)  
50%  
Individual essay  
20%  
External Assessment  
Exam  
30%

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**NUTRITION**
Science  
SACE Stage 2  
20 credits

**COURSE DESCRIPTION**
Nutrition students explore up-to-date scientific information on the role of nutrients in the body as well as on social and environmental issues related to nutrition.

**COURSE CONTENT**
**Core Topics**
- The Fundamentals of Human Nutrition
- Diet, Lifestyle and Health
- Food Selection and Dietary Evaluation
- Food, Nutrition and the Consumer

**Option Topics**
One topic from:
- Global Nutrition and Ecological Sustainability
- Global Hunger.

**ASSESSMENT**
School-based Assessment  
Investigations Folio  
40%  
Skills and Applications Tasks  
30%  
External Assessment  
Examination  
30%
SA Certificate of Education (SACE)
**RESEARCH PROJECT**
Cross Disciplinary Studies
SACE Stage 2 10 credits

**COURSE DESCRIPTION**
Students:
- choose a topic based on an area of interest
- learn and apply research processes and knowledge and skills specific to their research topic
- record their research and evaluate what they have learnt.
The term 'research' is used broadly and may include practical or technical investigations, formal research or exploratory inquiries.

Students enrol in either Research Project A or Research Project B, depending on whether or not they want the subject to contribute to their Australian Tertiary Admission Rank (ATAR). Research Project B enables the student's score to be included in the ATAR.

**COURSE CONTENT**
The content of the Research Project comprises the Capabilities and Research Framework.

In the Research Project students choose a research topic that is based on an area of interest, and a capability (communication, citizenship, personal development or work). The capability for learning is integral to the Research Project for all students.

Students use the research framework as a guide to developing their research and applying knowledge and skills specific to their research topic. They create an outcome, evaluate the research processes used and reflect on the relevance of the chosen capability to themselves and their research project.

**ASSESSMENT**
School-based Assessment
Folio (proposal, research development and discussion) 40%
Research outcome 30%
External Assessment
Evaluation (including the written summary) 30%

**FURTHER INFORMATION**
The Research Project is a compulsory subject of the South Australian Certificate of Education (SACE).

Students must complete the 10-credit Research Project at Stage 2 of the SACE with a C grade or better.

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**SOCIETY AND CULTURE**
Humanities and Social Sciences
SACE Stage 2 20 credits

**COURSE DESCRIPTION**
Students study the interactions of people, societies, cultures and environments. They learn about the ways in which societies constantly change and are affected by social, political, historical, environmental, economic and cultural factors. Through course activities students develop social inquiry skills and are expected to participate in group activities and primary research to develop these skills.

**COURSE CONTENT**
At least one topic from each of the following three will be studied. Activities and content within each of these topics is flexible and will be negotiated with the class to ensure relevance and interest.

- **Culture**
  - Cultural Diversity
  - Youth Culture
- **Contemporary Challenges**
  - Social Ethics
  - People and the Environment
- **Global Issues**
  - A Question of Rights
  - People and Power

**ASSESSMENT**
School-based Assessment
Folio 50%
Interaction 20%
External Assessment 30%

**TEXTILES**
Cross Disciplinary Studies
SACE Stage 2 10 or 20 credits

**COURSE DESCRIPTION**
This course is designed for students who have an interest in design and construction using textiles. The work must involve the community outside of the school and be presented to a community audience for feedback. The course looks at the characteristics of textiles and their place in the community.

**COURSE CONTENT**
Students will be able to:
- develop their skills and knowledge working with textiles
- use sewing machines and overlockers
- use Computer Embroidery machines
- develop and use design in embroidery
- make garments and accessories
- make items for community groups eg kindergartens, childcare centers, volunteer organisations
- use woven and stretch textiles in a variety of ways
- incorporate different forms of textiles
- use varied techniques including knitting and crochet
- learn how to design for purpose
- examine the functionality of textiles.

**ASSESSMENT**
School-based Assessment
Contract of Work 70%
External Assessment
Reflection 30%
TOURISM
Humanities and Social Sciences
SACE Stage 2 20 credits

COURSE DESCRIPTION
Through formative and summative work students will gain an understanding of the operations and structures of the industry, sustainable tourism and the traveller's perceptions and interactions with the host community.

COURSE CONTENT
Three topics selected from:
- applications of technology in tourism
- the economics of tourism
- establishing a tourism venture
- indigenous people and tourism
- management issues of local area tourism
- the impacts of tourism
- marketing tourism
- responsible travel
- special interest tourism
- the role of governments and organisations in tourism
- tourism industry skills
- negotiated topic.

ASSESSMENT
School-based Assessment
Practical 25%
Folio 20%
Investigative Study 25%
External Assessment 30%

FURTHER INFORMATION
The individual investigation into a tourism trend, development or contemporary issue is presented as an extended response and requires significant analysis, synthesis and evaluation of primary and secondary sources of information.

WOMEN’S STUDIES
Humanities and Social Sciences
SACE Stage 2 20 credits

COURSE DESCRIPTION
Students look at the world from the perspectives of women. Students examine the construction of gender and how being a woman or a man may influence an individual's experiences and expectations. They explore the diversity of women's experiences and their relationships to others. They also study gender representation in cultural texts.

COURSE CONTENT
- Representations of Women in Cultural Texts
- Health and Well-being
- Women’s Struggles, Achievements and Empowerment
- Women, Culture and Society
- Negotiated Issue

ASSESSMENT
School-based Assessment
Text Analysis 20%
Essay 20%
Folio 30%
External Assessment
Issues Analysis 30%

FURTHER INFORMATION
Women’s Studies is available to female and male students.
The Skills Centre
Vocational Certificate Courses

The Skills Centre is a centre of excellence for vocational training courses.

There are nationally recognised qualifications delivered in a range of industry areas.

Some of these courses are even offered in flexible mode, utilising the Thebarton Online Moodle site to allow enrolments from near and far.

VET training can be used for SACE completion. Every 35 nominal hours (shown in brackets next to the units of competence for each certificate) is equal to 5 SACE credits. Check for SACE level and the latest nominal hours at [http://www.sace.sa.edu.au/subjects/recognised-learning/recognition-register/vet-recognition-register](http://www.sace.sa.edu.au/subjects/recognised-learning/recognition-register/vet-recognition-register).

Thebarton is a Registered Training Organisation (RTO), accredited to deliver nationally recognised training in the areas of Business, Business Administration, Community Services 1, Creative Industries (Multimedia), Information Technology, English Proficiency, Resources and Infrastructure (Mining).

Other nationally recognised training in Construction, Community Services 2 and Engineering and Metal Trades are accredited by the Master Builders Association and TafeSA respectively.
The Skills Centre
Vocational Certificate Courses

Certificate level

Adult Tertiary Preparation
Business**
Business Administration**
Community Services
Construction (General Construction)
Electricity and Electronic (ElectoComms Skills)
English Proficiency
Metal Trades Skills*
Mining (Resources and Infrastructure)**
Multimedia (Creative Industries)**
Information, Digital Media and Technology**
Information Technology**
Plumbing (General Construction)

* competencies from selected training packages

Subjects marked ** are eligible for the government funded Skills for All subsidies.

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Tertiary Preparation

Certificate 4 Adult Tertiary Preparation

MATHEMATICS (GENERAL) 1
This course provides the learner with the knowledge, skills and techniques required in an every-day life application of mathematics as appropriate to the skills needed when encountering mathematics in non-mathematically based tertiary courses.

COMPUTING FOR ACADEMIC PURPOSES 1 & 2
This module provides learners with the knowledge and skills required in using computer technology as a tool for learning in a tertiary environment.

FAMILY AND CONSUMER STUDIES 1 & 2
Module 1 has a focus on nutrition in social, cultural, political and individual aspects of the family and society. Module 2 has a focus on the individual and family relationships in social, cultural, political and individual aspects of the family and society. Both modules provide the learner with the knowledge and skills to participate and make informed decisions in an increasingly complex, diverse and changing society. The Family and Consumer Studies modules are designed to develop and provide experiences in experimentation, research, creativity, reflection and management related to present day living, which will be applied to the individual, the family and society.

MEDIA STUDIES
This module provides learners with an integrated conceptual understanding of media products, the practices which lead to their production, the institutions in which they are produced and the audiences who meet with them. The module will provide learners with an analytic and critical

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ADULT TERTIARY PREPARATION
Certificate 4 Adult Tertiary Preparation
39260QLD
90 Stage 1 credits
Course Length 2 semesters

PREFERRED BACKGROUND
An ESL scale of at least 9 is desirable

COURSE DESCRIPTION
This course prepares you for entry into many tertiary institutions by completing modules that develop the skills and knowledge required for successful tertiary study. It is designed for adults returning to study, particularly if some time has elapsed since they last studied.

COURSE CONTENT

LANGUAGE AND LEARNING 1 & 2
This module will provide learners with knowledge and competence in a range of language and learning skills commensurate with expressive (writing, speaking), receptive (listening, viewing, reading), critical and research skills required in tertiary situations.

UNIVERSITY STUDY SKILLS
This module provides the learner with the opportunity to gain knowledge about learners, learner’s needs and learning, to become better informed and considerate of the options available in degree programs, and to make informed choices about careers. It introduces learners to the knowledge, skills, processes and understanding of a variety of research methods used at university.

MEDIA STUDIES
This module provides learners with an integrated conceptual understanding of media products, the practices which lead to their production, the institutions in which they are produced and the audiences who meet with them. The module will provide learners with an analytic and critical
The Skills Centre

Tertiary Preparation

Certificate 4 Adult Tertiary Preparation

Framework for understanding the differences and similarities between media products, practices, institutions and audiences.

General and Applied Science 1

This module provides the learner with the knowledge, skills and techniques required in the everyday life applications of science. The skills needed when encountering science in general tertiary courses without specific science prerequisites will be fostered.

Units of Competence

(Nominal hours shown in brackets)

ATP 400 Language and Learning 1 (63)
ATP 401 Language and Learning 2 (63)
ATP 453 University Study Skills (63)
ATP 437 Mathematics (General) 1 (63)
ATP 415 Computing for Academic Purposes (63)
ATP 421 Family and Consumer Studies 1 (63)
ATP 422 Family and Consumer Studies 2 (63)
ATP 442 Media Studies 1 (63)
ATP 424 General and Applied Science (63)

Pathway

This course is a pathway to enter many university courses and TAFE programs. Students must check the relevant, specific university course information to ensure their individual entry requirements.

Certificate 2 Business

CertificATe 2 Business

BSBx2007

50 Stage 1 credits

Course Length ................................................. 1 semester

Preferred Background

ESL scale of at least 8 is desirable

Course Description

In this course you will work in an office environment called a Virtual Enterprise. This will help prepare you to work in jobs such as a clerical assistant, receptionist, office administrator or personal assistant. Activities are hands-on with development of skills and knowledge reinforced through written and oral presentations. Dedicated training in word processing and spreadsheet skills are acquired in dedicated training sessions (subjects).

Software used includes:
- MS Office – Word, Excel, Outlook, Publisher
- MYOB (Mind Your Own Business)

Course Content

The subjects studied include:

Virtual Enterprise – Unique @ Thebarton Virtual Enterprise

A simulated business run by students with help from the teacher and a real business partner. It offers a training environment to enhance the development of business, technical and interpersonal skills. The products and services are traded as in a real business although no actual transfer of money or goods takes place. You will issue invoices, keep financial records, pay employees, bank monies and develop skills in decision-making, group dynamics and working with others.

Word Processing Intro

Correct keyboard techniques are developed including proofreading, file management and document layout.

Spreadsheets

An introduction to using spreadsheets for personal and business applications. Create and use spreadsheets, use simple formulae, absolute and relative cell references, built in functions, create charts, customize basic settings, print and save.

Work Placement Preparation

Research and investigate the rights and responsibilities of both employers and employees, OHS and Equal Opportunity. Letters of application, resumes and portfolios will be compiled. One week of work placement will also be undertaken.

Units of Competence

(Nominal hours shown in brackets)

Core

BSBHOHS201A Participate in OHS processes (20)

Electives

BSBSCUS201A Deliver a service to customers (20)
BSBINM201A Process and maintain workplace information (30)
BSBINM202A Handle mail (15)
BSBCMM201A Communicate in the workplace (40)
BSBWOR202A Organise and complete daily work activities (20)
BSBWOR203A Work effectively with others (15)
BSBWOR204A Use business technology (20)
ICAICT203A Operate application software packages (60)
BSBITU102A Develop keyboard skills (20)
BSBITU101A Operate a personal computer (20)
BSBITU201A Produce simple work processed documentation (40)

Pathway

This course is a pathway to enter many university courses and TAFE programs. Students must check the relevant, specific university course information to ensure their individual entry requirements.

Certificate 4 Adult Tertiary Preparation

This module provides the learner with the knowledge, skills and techniques required in the everyday life applications of science. The skills needed when encountering science in general tertiary courses without specific science prerequisites will be fostered.

Units of Competence

(Nominal hours shown in brackets)

ATP 400 Language and Learning 1 (63)
ATP 401 Language and Learning 2 (63)
ATP 453 University Study Skills (63)
ATP 437 Mathematics (General) 1 (63)
ATP 415 Computing for Academic Purposes (63)
ATP 421 Family and Consumer Studies 1 (63)
ATP 422 Family and Consumer Studies 2 (63)
ATP 442 Media Studies 1 (63)
ATP 424 General and Applied Science (63)

Pathway

This course is a pathway to enter many university courses and TAFE programs. Students must check the relevant, specific university course information to ensure their individual entry requirements.
### Certificate 3 Business Administration

**Course Code:** BSB30407  
**Course Length:** 1 semester  
**Stage 2 credits:** 80  
**Preferred Background:** ESL scale of at least 9 is desirable

#### Course Description

In this course you will work in an office environment called a Virtual Enterprise. This will help prepare you to work in jobs such as a clerical assistant, receptionist, office administrator or personal assistant. Activities are hands-on with development of skills and knowledge reinforced through written and oral presentations. Dedicated training in Advanced Word Processing, Desktop Publishing, PowerPoint and Database skills are acquired in dedicated training sessions (subjects).

Software used includes:
- MS Office – Word, Excel, Outlook, Publisher, Access
- Adobe InDesign CS5
- MYOB (Mind Your Own Business)

#### Course Content

**Virtual Enterprise – Unique @ Thebarton Virtual Enterprise**

A simulated business run by students with help from the teacher and a real business partner. It offers a training environment to enhance the development of business, technical and interpersonal skills. The products and services are traded as in a real business although no actual transfer of money or goods takes place. You will process payroll, organise schedules, design and produce business documents and develop skills in decision-making, group dynamics and working with others.

**Word Processing Advanced**

Keyboard speed and accuracy is further developed. Documents will be keyed, retrieved, edited, formatted, saved and printed. File management including storage and location of data and log-on procedures will be included. Documentation will include displays, tables, mail merges and reports using multi-level numbering.

**Databases**

An introduction to using the database application, Microsoft Access, to design, create and set table attributes, customize basic settings, retrieve information using queries, create reports for printing and create forms for data entry.

**Desktop Publishing**

You will use Desktop Publishing software (Adobe InDesign CS5) to apply the principles of design and layout in completing tasks including brochures, posters, leaflets, newsletters, letterheads and business cards.

**PowerPoint**

Using Microsoft PowerPoint you learn to create a slideshow; add, select, copy, delete and move text images and graphics; customize basic settings; sequence a slideshow; use various effects such as animation, transition and on screen navigation tools, save and print the presentation in various forms.

**Accounting to Trial Balance**

You will learn the recording process from financial documents through to journals, ledger and trial balance. Bank reconciliation as a means of cash control is included.

#### Units of Competence

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<thead>
<tr>
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<th>Course Title</th>
<th>Nominal Hours</th>
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<td>Design and produce text documents</td>
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<td>Produce desktop published documents</td>
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<td>Organise schedules</td>
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<td>Deliver and monitor a service to customers</td>
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<td>Write simple documents</td>
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<td>BSBFA304A</td>
<td>Maintain a general ledger</td>
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#### Further Information

A one week work placement is included in the program.

#### Pathway

This course is a pathway to:
- Certificate 4 and Diploma in Business or Business Administration at TAFE
- Degree at University of SA or Flinders University.

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**Business Administration**

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**Certificate 3 Business Administration**

**Course Code:** BSB30407  
**Course Length:** 1 semester  
**Stage 2 credits:** 80  
**Preferred Background:** ESL scale of at least 9 is desirable

#### Course Description

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#### Further Information

A one week work placement is included in the program.

#### Pathway

This course is a pathway to:
- Certificate 4 and Diploma in Business or Business Administration at TAFE
- Degree at University of SA or Flinders University.
CERTIFICATE 1
COMMUNITY SERVICES
CHC10108
20 Stage 1 credits
Course Length 2 semesters

PREFERRED BACKGROUND
This course is suitable for students who are exiting from the New Arrivals Program and/or studying English Proficiency Certificate 2 or Core Skills.

COURSE DESCRIPTION
This course will cover Work Education topics suitable for students who might wish to follow the Community Services Pathway but who do not yet have the language skills to enter the pathway at Certificate 2 Community Services. It is suitable for those students who want to improve their communication skills.

COURSE CONTENT
Students do practical projects, group work and case studies. They are required to complete a personal skills analysis to develop a plan for future study. This plan may include preparation for Certificate 2 and higher Certificates in areas such as child care, aged care and disability which are now available through Skills for All.

UNITS OF COMPETENCE
(Nominal hours shown in brackets)
BSBCM101A Apply basic communication skills (40)
CHCSS211A Prepare to work in the community sector (55)
HEDOH5200A Participate in OHS processes (20)
HCEZ Alphabet Skills 1 (30)

PATHWAY
This course is a pathway to Certificate 2 Community Services.

CERTIFICATE 2
COMMUNITY SERVICES
CHC20108
30 Stage 1 credits and 70 Stage 2 credits
Course Length 2 semesters

PREFERRED BACKGROUND
Literacy and numeracy suitable for Stage 2 subjects.

COURSE DESCRIPTION
This nationally accredited course is designed for people who enjoy working with others in a caregiver role in areas such as child care, disability care, aged care, youth work, primary health care, nursing, community work or dental assistant.

COURSE CONTENT
Students must complete the following Stage 2 subjects.

HUMAN DEVELOPMENT
This course is designed to give you an understanding of all aspects of human development. Guest speakers, interactive discussion and community visits will occur. There is a lifelong learning emphasis. Independent research and study is included.

Topics studied include:
• Different types of families
• Human life span
• Infancy
• Childhood
• Adolescence
• Ageing
• People with disabilities
• Lifelong Learning

Assessment (20 SACE credits) consists of:
School Assessment
• Commentary 30%

WORKPLACE PRACTICES
Workplace Practices focuses on work and pathways into the Community Services industry. This industry includes sectors such as aged care, child care, disability services, youth work and community work. The course includes class time, community visits, guest speakers and investigations as well as work experience for approximately 60 hours.

Topics include:
• Work in Australian society (paid and unpaid)
• Industrial relations, including Occupational Health and Safety (OHS); working conditions; the role of unions
• Issues in the community services industry
• Finding employment; career planning.

Assessment (20 SACE credits) consists of:
School-based Assessment
• Folio 25%
• Performance 25%
• Reflection 20%

External Assessment
• Investigative Study 30%

WORKPLACE DOCUMENTS
This course is for students studying the Community Services Certificate 2 pathway and aims to develop your skills and confidence in using a range of information and communication technologies with a community service and work focus.
External Assessment - Folio 40%

School-based Assessment - Assessment (10 SACE credits) consists of:
- Research Project - RESEARCH PROJECT

You choose a topic of interest linked to your chosen sector in the community services pathway to research. You will learn and apply research processes and the knowledge and skills specific to your research topic. You will record your knowledge and understanding of the theory behind the practical activities. This will require some effort at home outside of the normal College time allocation.

FURThER INFORMATION

Please check that you have completed all the requirements for this course and that you are eligible to enrol.

Pathway

This course is a pathway to further study at Certificate 3 or higher in more specialized areas of Community Services.
COURSE DESCRIPTION
This course provides excellent insight and background for students considering a trade-based career with a particular emphasis on plumbing trades. Thebarton has modern well-equipped workshops that allow training to be delivered in a simulated workplace environment. The training day starts at 8.40 and finishes at 4pm. Apart from the practical and theoretical subjects, students must also complete 20 days work-placement in an appropriate workplace setting.

COURSE CONTENT
Students will undertake a range of practical workshop-based activities designed to complement the theoretical and underpinning knowledge aspects of the course. Students will also gain familiarity with a range of commonly used hand and power tools, particularly those used in the plumbing trades. Activities undertaken will include:
- wet trades including concreting and some bricklaying tasks
- fixing and repair of plaster board wall linings.

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MULTI MEDIA DESIGN
Course Description
This course will introduce you to the theory and practice of designing visual elements for different media, including print and screen. You will learn through a series of exercises, research and assessment items about a general design process that can be applied to many different media. You will keep an online diary reflecting on your skill development, as well as different points of interest as you develop throughout the course.

Course Content
- Introduction to multimedia industry
- Elements and principles of graphic design
- Introduction to using a design process
- Using Adobe Illustrator and Photoshop
- Creating animations
- Design for print
- Design for animation
- Keeping a blog
- Finding and evaluating industry sources of knowledge
- Working with clients
- Introduction to Project Management

Units of Competence
(Nominal hours shown in brackets)
CUFIND201A  Develop and apply creative arts industry knowledge (20)
BSBWOR203A  Work effectively with others (15)
CUFRES201A  Collect and organize content for broadcast or publication (20)
BSBDES5201A  Follow a design process (40)
BSBEBU401A  Review and maintain a website (50)
ICAWEB301A  Create a markup language document (30)
ICAWEB302A  Build simple websites using commercial programs (40)
ICAWEB303A  Produce digital images for the web (30)
CUFDIG304A  Create visual design components (90)

[The Skills Centre]

The Skills Centre
DIGITAL PHOTOGRAPHY

Course Description
In this subject you are introduced to using a DSLR camera to capture high quality images in indoor and outdoor situations. You will be introduced to proper use of studio lighting, as well as principles of visual composition. You will learn how to make appropriate adjustments to photos in Adobe Camera Raw and Photoshop. You will also work in teams and learn about occupational health and safety in the studio.

Course Content
• Fundamentals of digital photography
• Using a DSLR camera
• OHS in the photo industry
• Introduction to studio photography
• Design process for creating a photographic product
• Photoshop fundamentals
• Using Camera Raw
• Restorative Justice principles
• Working effectively in teams
• Fundamentals of product photography

Units of Competence
(Nominal hours shown in brackets)
BSBCRT101A Apply critical thinking techniques (20)
CUFIND201A Develop and apply creative arts industry knowledge (20)
BSBDES201A Follow a design process (40)
CUFRES201A Collect and organize content for broadcast or publication (20)
BSBWOR203A Work effectively with others (15)
CUFCAM201A Assist with a basic camera shoot (30)

DIGITAL VIDEO

Course Description
In this subject you are introduced to using a variety of consumer to professional level cameras to capture video footage. This footage will be edited in industry standard software (Final Cut Pro), and readied for either DVD or web distribution. You will also be introduced to a general planning process for film-making, as well as learning how to work in teams. You will plan, shoot and burn to DVD your own short film. Elements and principles of composition will be covered, as well as the capture and composition of sound tracks.

Course Content
• Fundamentals of digital video
• Using a digital video camera
• OHS in the video industry
• Introduction to lighting for video
• Design process for creating a video product
• Final Cut Pro fundamentals
• iDVD fundamentals
• GarageBand fundamentals
• Audio editing fundamentals
• Hazard ID and risk assessment
• Working effectively in teams
• Microphone selection and technique

Units of Competence
(Nominal hours shown in brackets)
CUSOHS301A Follow occupational health and safety procedures (10)
BSBWOR203A Work effectively with others (15)
CUFCAM201A Assist with a basic camera shoot (30)
CUFPOS201A Perform basic sound and vision editing (40)

FURTHER INFORMATION
To gain SACE credits, students must successfully complete all four core courses, as many of the competencies are assessed across all four courses.

PATHWAY
Students undertaking this certificate also gain credit towards Certificate 3 in IT, which in turn is an excellent preparation for Certificate 4 Information Technology (Mobile Apps and Games). Additionally, students who complete this course are well prepared for entry to TAFE in a variety of media related pathways.
CERTIFICATE 1 ELECTROCOMMS SKILLS
UEE10107
10 Stage 1 credits
Course Length: 1 semester

PREFERRED BACKGROUND
ESL scale of at least 7

COURSE DESCRIPTION
This is an ideal subject for those wanting to learn the basic practical electrical skills and knowledge and to think about possible career options. The course is based upon industrial standards including 3 electro-technology competencies, a TAFE orientated text book and the Multisim circuit software. Students will focus on practical projects, testing equipment, hand tools and related electrical theory.

COURSE CONTENT
Students will cover practical and theory related to:
- electrical circuits
- voltage sources and effects
- resistance
- Ohm’s Law
- electrical power
- series circuit
- batteries
- multimeters
- soldering skills
- Printed Circuit Board (PCB) circuit construction
- Multisim software circuit design and testing.

UNITS OF COMPETENCE
(Nominal hours shown in brackets)
- UEEENED001B Use Basic Computer Applications (20)
- UEEENEE003B Solve Problems In Extra Low Voltage Single Path Circuits (40)
- UEEENED004B Use Engineering Applications Software (40)

FURTHER INFORMATION
This course delivers a skills set from the Certificate 1 ElectroComms Skills training package.

CERTIFICATE 2 INFORMATION, DIGITAL MEDIA AND TECHNOLOGY
ICA20111
55 Stage 1 credits
Course Length: 1 semester

PREFERRED BACKGROUND
ESL scale of 6 is desirable.

COURSE DESCRIPTION
This introductory course provides fundamental skills and knowledge for individuals to safely perform foundation digital literacy tasks using a personal computer and a range of software applications and digital devices.

COURSE CONTENT
There are four subjects that deliver these competencies:

DIGITAL IMAGING AND SOCIAL MEDIA
Students explore and use social media including wikis, blogs, Twitter, Facebook, photo sharing sites and mobile social media tools. A large section of the course involves capturing, editing, preparing photo images ready for use in a range of situations.

PRODUCTIVITY SOFTWARE
Students use Microsoft Office applications (Word, Excel and PowerPoint) with a business focus.

COMPUTER SUPPORT
Students learn to install and configure operating systems, connect and trouble-shoot hardware and peripheral devices, protect data and maintain system integrity and security.

WEB VIDEO AND PODCASTING
Students prepare and edit sound and video for use on websites such as YouTube and for podcasting on the internet.

UNITS OF COMPETENCE
(Nominal hours shown in brackets)

Across all classes
- BSBSSUS201A Participate in environmentally sustainable work practices (10)
- ICAICT202A Work and communicate effectively in an IT environment (40)
- BSBHSHS201A Participate in OHS processes (15)

Productivity Software
- ICAICT203A Operate application software packages (40)

Digital Imaging and Social Media
- ICAWEB201A Use social media tools for collaboration and engagement (20)
- ICAICT204A Operate a digital media technology package (40)
- CUDIG303A Produce and prepare photo images (60)

Computer Support
- ICASAS202A Apply problem-solving techniques to routine IT malfunctions (20)
- ICASAS203A Connect hardware peripherals (25)
- ICASAS205A Maintain IT system integrity (20)
- ICAICT201A Use computer operating systems and hardware (30)
- ICAICT206A Install software applications (15)

Web Video and Podcasting
- CUPPOS201A Perform basic vision and sound editing (40)
- CUFSON204A Perform basic sound editing (60)

FURTHER INFORMATION
This course may be studied in class or online through Moodle.

PATHWAY
Further study in Information Technology (Certificate 3 or higher).
CERTIFICATE 3 INFORMATION, DIGITAL MEDIA AND TECHNOLOGY
ICA30111
5 Stage 1 and 65 Stage 2 credits
Course Length: 1 semester

PREFERRED BACKGROUND
Successful completion of Certificate II Information Technology or equivalent.
Stage 1 English or an ESL scale of 7 or equivalent is required.

COURSE DESCRIPTION
Entry to this course requires demonstrated vocational experience using a range of information technologies, completion of Certificate 2 or its equivalent, or recommendation for the course by a staff member.

This qualification provides skills and knowledge for an individual to be competent in a wide range of general information and communications technology (ICT) technical functions and to achieve a degree of self-sufficiency as an advanced ICT user. The competencies include techniques in installing and configuring hardware and operating systems, supporting users by troubleshooting software, hardware and peripheral faults, producing digital images for the web, building and maintaining websites. A person with these competencies would have skills in working effectively in an IT environment and a knowledge of environmentally sustainable work practices, occupational health and safety processes and copyright and privacy concerns.

COURSE CONTENT
There are four subjects in this course.

CORE 1 & 2
Core subjects require students to complete work in Occupational Health and Safety, sustainability, security and copyright and documentation required by users.

INSTALL & CONFIGURE
In this subject, the focus is on computer hardware, optimising operating systems and supporting users. Networking or Web Technologies are offered in alternate semesters. Networking covers systems, installation and configuration of small wired and wireless networks. Web Technologies develops understanding of maintenance, review, development and implementation of web sites.

MULTIMEDIA VET
In this subject you are introduced to the multimedia industry by looking at multimedia products, employment possibilities and the organisations that are involved. You produce web pages that have an interactive interface and that incorporate the main components of multimedia (video, sound, animation text and graphics).

UNITS OF COMPETENCE
Core 1
BSBOHS302B Participate effectively in OHS communication and consultative processes 30
BSBSUS301A Implement and monitor environmentally sustainable work practices 40
ICAICT202A* Work and communicate effectively in an IT environment 30
ICAICT418A Contribute to copyright, ethics and privacy in an IT environment 40

Core 2
ICAICT301A Create user documentation 20
ICAWEB201A Use social media tools for collaboration and engagement 20

Install and Configure
ICAICT302A Install and optimize operating system software 20
ICASAS301A Run standard diagnostic tests 15
ICAI303A Connect internal hardware components 30
ICASAS303A Care for computer hardware 20
ICASAS305A Provide IT advice to clients 35
ICASAS306A Maintain equipment and software 25

Multi Media VET
BSBEBU401A Review and maintain a website 60
ICAWEB301A Create a simple markup language document 30
ICAWEB302A Build simple websites using commercial programs 50
ICAWEB303A Produce digital images for the web 30
CUFDIG304A Create visual design components 40

FURTHER INFORMATION
Students will be expected to do reading, preparation for class and written assessments online through on the College moodle.

PATHWAY
Further study at Certificate 4 Information Technology.

The Skills Centre
**CERTIFICATE 4 INFORMATION TECHNOLOGY**

**ICA4011**

130 Stage 2 credits  
Course Length 2 semesters

**PREFERRED BACKGROUND**
Completion of a Certificate 3 in Information Technology is desirable.

**COURSE DESCRIPTION**
In this course, students will participate in a wide range of activities designed to develop and improve your skills and knowledge in the IT industry. Topics covered include game design, iPhone app creation, programming and computer support. Students will also complete their Stage 2 Research Project during the course.

**COURSE CONTENT**

<table>
<thead>
<tr>
<th>SEMESTER 1</th>
<th>SEMESTER 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Induction</td>
<td>• Working in 3D</td>
</tr>
<tr>
<td>• Systems Maintenance</td>
<td>• Game Design</td>
</tr>
<tr>
<td>• Design</td>
<td>• Game Development (includes Stage 2 Research Project)</td>
</tr>
<tr>
<td>• Graphical User Interfaces</td>
<td>• Mobile App Development</td>
</tr>
<tr>
<td>• Programming Skills</td>
<td></td>
</tr>
</tbody>
</table>

**UNITS OF COMPETENCE**
(Nominal hours are shown in brackets)

**Core Units**
- BSBOHS302B Participate effectively in OHS communication and consultative processes (30)
- BSBSUS301A Implement and monitor environmentally sustainable work practices (40)
- ICAICT202A Work and communicate effectively in an IT environment (40)
- ICAICT401A Determine and confirm client business requirements (40)
- ICAICT418A Contribute to copyright, ethics and privacy in an IT environment (40)

**Elective Units**

**Wireless Networking**
- ICANWK405A Build a small wireless local area network (20)

**Programming**
- ICAPRG405A Automate processes (40)
- ICAPRG406A Use XML effectively (50)
- ICAICT420A Apply introductory object-oriented language skills (60)
- ICAICT409A Develop client user interface (40)
- ICAICT409A Develop mobile applications (50)

**IT Support**
- ICASAS414A Evaluate system status (20)
- ICASAS425A Configure and troubleshoot operating systems software (40)
- ICAICT421A Connect, maintain and configure hardware components (40)
- ICASAS426A Locate and troubleshoot IT equipment, system and software faults (30)

**Digital Games**
- ICAGAM412A Design interactive media (50)
- ICAGAM408A Use 3-D animation interface and toolsets (40)
- ICAGAM410A Develop 3-D components for interactive games (50)
- ICAGAM402A Identify and apply principles of games design and game playing (60)
- ICAGAM405A Write story and content for digital games (30)
- ICAGAM401A Produce an interactive game (60)

**Digital Media Technologies**
- ICADMT401A Create visual design components for digital media (60)

**Web Design and Development**
- ICANWEB414A Design simple web page layouts (50)

**PATHWAY**
Successful completion of this course allows students to apply for IT undergraduate courses at university or Diploma courses at TAFE.
Metal Trades Skills  
Certificate 1 Engineering

**METAL TRADES A – WELDING AND FABRICATION**  
Skills Set from Certificate 2 in Engineering MEM20105 
30 Stage 1 credits  
(10 Stage 1 credits if Metal Trades B (Machine Operations) has been completed)  
Course Length: ........................................................................ 1 semester

**PREFERRED BACKGROUND**  
An ESL scale of at least 6 is desirable.

**COURSE DESCRIPTION**  
This practical course focuses on the joining and welding of metals using a range of processes including induction welding, oxy-acetylene welding (OAW) Manual Metal Arc (MMAW) and Gas Metal Arc GMAW. Students will also be introduced to some introductory hand tool exercises and sheet metal working processes. There will be a strong emphasis on safety and students are expected to wear appropriate clothing and footwear.  

This course can be done before or after Metal Trades B – Machine Operation and Mechanical Principles to make up a full year’s study. The two programs should be seen as complimentary to each other to maximize SACE points as well as increase skills related to manufacturing and engineering related industries.

**COURSE CONTENT**  
- Workshop safety  
- Fabrication methods and practice  
- Welding methods and practice  
- Hand and power tools  
- Tool maintenance  
- Grinding and drilling  
- Employability skills  
- Work preparation  
- Project planning  
- Quality procedures  
- Manual handling of equipment and materials  
- Workshop calculations  
- Workshop communication  
- Review questions  
- Online information searches  
- Workshop classes will occupy two full days per week.  
- Students will also study SACE Stage 1 Trade Maths and Trade Communication subjects.  
- Other SACE courses should be selected to make up a full-time program.  
- Students will be assisted in organizing and undertaking an industry work placement during the term breaks.

**UNITS OF COMPETENCE**  
(Nominal hours are shown in brackets)

**Core Units**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEM16007A</td>
<td>Work with others in a manufacturing, engineering or related environment</td>
<td>(20)</td>
</tr>
<tr>
<td>MEM13014B</td>
<td>Apply principles of OHS in a work environment</td>
<td>(10)</td>
</tr>
<tr>
<td>MEM14004A</td>
<td>Plan to undertake a routine task</td>
<td>(10)</td>
</tr>
<tr>
<td>MEM15024A</td>
<td>Apply quality procedures</td>
<td>(18)</td>
</tr>
<tr>
<td>MEM18002B</td>
<td>Use power tools/hand held operations</td>
<td>(20)</td>
</tr>
<tr>
<td>MEM13111B</td>
<td>Undertake manual handling</td>
<td>(20)</td>
</tr>
<tr>
<td>MEM12024A</td>
<td>Perform computations</td>
<td>(30)</td>
</tr>
</tbody>
</table>

**Welding Specialisation Units**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEM05004C</td>
<td>Perform routine oxy acetylene welding</td>
<td>(20)</td>
</tr>
<tr>
<td>ME05012C</td>
<td>Perform routine MMAW welding</td>
<td>(20)</td>
</tr>
<tr>
<td>MEM0507C</td>
<td>Perform manual heating and thermal cutting</td>
<td>(20)</td>
</tr>
<tr>
<td>MEM0505B</td>
<td>Perform routine GMAW welding</td>
<td>(20)</td>
</tr>
</tbody>
</table>

**PATHWAY**  
For both Metal Trades A and Metal Trades B a pathway to an apprenticeship or Trade Certificate 3.

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**METAL TRADES B – MACHINE OPERATIONS AND MECHANICAL PRINCIPLES**  
Skills Set from Certificate 2 in Engineering MEM20105  
30 Stage 1 credits  
(10 Stage 1 credits if Metal Trades A (Welding & Fabrication) has been completed)  
Course Length: ........................................................................ 1 semester

**COURSE DESCRIPTION**  
This practical course focuses on a range of mechanical principles and metal machining processes related to the field of fitting and turning as well as machine operation and tool making trades. Students will also undertake a range of hand tool and machine exercises using a range of ferrous and non-ferrous metal sections including sheet, flat bar and round and hexagonal solid bar stock. There will be a strong emphasis on safety and students are expected to wear appropriate clothing and footwear. It is highly recommended that students wear overalls whilst operating machine tools.  

This course can be done before or after Metal Trades A – Welding and Fabrication to make up a full year’s study. The two programs should be seen as complimentary to each other to maximize SACE points as well as increase skills related to manufacturing and engineering related industries.

**COURSE CONTENT**  
- Workshop safety  
- Hand cutting tools and methods  
- Mechanical cutting machines and methods  
- Hand and power tools  
- Tool maintenance and tool sharpening  
- Tool and machine setting  
- Grinding and drilling  
- Milling  
- Lathe turning operations  
- Engineering measuring instruments  
- Power transmission in machine tools – gears and pulleys  
- Speed ratios and material cutting speeds  
- Employability skills  
- Work preparation  
- Project planning  
- Quality procedures  
- Manual handling of equipment and materials  
- Workshop calculations  
- Workshop communication  
- Review questions  
- Online information searches  
- Workshop classes will occupy two full days per week.  
- Students will also study SACE Stage 1 Trade Maths and Trade Communication subjects. Other SACE courses should be selected to make up a full-time program.

**UNITS OF COMPETENCE**  
(Nominal hours are shown in brackets)

**Core Units**

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<td>Work with others in a manufacturing, engineering or related environment</td>
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</table>

**Specialization Units for Welding & Mechanical Streams**

<table>
<thead>
<tr>
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<td>MEM14004A</td>
<td>Plan to undertake a routine task</td>
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</tr>
<tr>
<td>MEM15024A</td>
<td>Apply quality procedures</td>
<td>(18)</td>
</tr>
</tbody>
</table>

**Machine & Mechanical Specialisation Units**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEM18001C</td>
<td>Use hand tools</td>
<td>(20)</td>
</tr>
<tr>
<td>MEM12023A</td>
<td>Perform engineering measurements</td>
<td>(30)</td>
</tr>
<tr>
<td>MEM05005B</td>
<td>Carry out mechanical cutting</td>
<td>(20)</td>
</tr>
<tr>
<td>MEM07032B</td>
<td>Use workshop machines for basic operations</td>
<td>(20)</td>
</tr>
</tbody>
</table>
CERTIFICATE 2 RESOURCES AND INFRASTRUCTURE OPERATIONS - WORK PREPARATION

RII20111
SACE credits determined by electives taken
Course Length: 1 semester

PREFERRED BACKGROUND
ESL scale of 6 is desirable.

COURSE DESCRIPTION
This course requires the completion of two mandatory units of competence and at least six electives. The electives will reflect workplace outcomes and are meaningful to the industry that needs well-prepared job candidates from outside mining and civil construction.

COURSE CONTENT
• Induction processes
• OHS&W policies and procedures
• Risk assessment
• Handling of resources materials
• Communication (radio and hand signals)
• Mapping (use of GPS and software)
• Environmentally sustainable work practices

UNITS OF COMPETENCE
RIIOHS201A Work safely and follow OHS policies and procedures (20)
RIIRIS201B Conduct local risk control (20)

Six electives yet to be determined will also be taken.

FURTHER INFORMATION
This course requires students to participate in field trips and a work placement to further develop an understanding of the requirements of this industry.

PATHWAY
This Certificate reflects the role of entry level employees within the mining industry. Workers in Resources and Infrastructure industries are expected to work as part of a team and demonstrate broad-based induction skills and/or specific workplace skills. The course leads to further training in metalliferous mining, extractive industries and drilling.