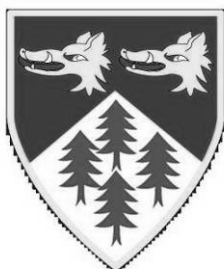


# Edgecumbe College



**Level 1 Course Booklet 2011**

# PLANNING YOUR FUTURE

The purpose of this booklet is to assist you to make informed choices in 2011, so that you achieve success in your chosen subjects and courses. It is important that you choose your subjects carefully and not just select because your friends are doing the course.

The course selection that you undertake in Term Three will be used by the school to work out what subjects will be offered in 2011. An unwise decision now may result in the course you really wanted to do not being offered next year.

For those taking External Exams the final decision on which subjects you do next year may have to be made after you get your results in January 2011

|                |   |
|----------------|---|
| <b>Year 11</b> | Students will study for the National Certificate of Educational Achievement Level 1 by gaining credits from Achievement Standards and/or Unit Standards.<br>It is compulsory that students study courses in <b>English and Mathematics this year. A course in a Science is strongly recommended.</b> All other subjects are optional. |
| <b>Year 12</b> | Students will study for the National Certificate of Educational Achievement Level 1 and/or 2, and/or National Certificates. They should know which of their subjects continue into Year 13 courses.<br><b>Students must study a course in English or Maori.</b> All other subjects are optional.                                      |
| <b>Year 13</b> | Students will study for the National Certificate of Educational Achievement Level 1, 2 and/or 3, and National Certificates. They need to consider career, polytechnic or university requirements when they choose their subjects<br><b>Students have no compulsory subjects</b>   |

## Choice of Subjects

A parent/guardian/caregiver must consent to the choice of subjects by signing the selection forms. Any changes during the year must be through the students Kaitiaki and have the permission of the parents and teachers concerned.

## For New Students

### Enrolment Interview

A parent/guardian/caregiver must be present at the interview when a course is being discussed and selected.

### Placement in English and Mathematics Courses

A student will be placed in a class based on the combination of advice from the previous school, diagnostic or summative tests and an interview with a teacher.

# NATIONAL QUALIFICATIONS AND CERTIFICATES

## National Certificate of Educational Achievement (NCEA)

### NCEA Level 1 - requires 80 credits

- You must achieve 8 credits from Mathematics (Numeracy) and 8 credits from English or Te Reo Maori (Literacy).
- A full year subject course generally offers about 20 credits.
- Students may study up to 6 full year courses.
- Achievement Standards and Unit Standards credits may be included in the NCEA Level 1 Certificate.
- Achievement Standards are awarded at Achieved, Merit and Excellence levels. Unit Standards are awarded at Credit (Achieved) only.
- Some Achievement Standards are assessed internally (in the school) and some are assessed at the end of the year in an external exam.
- Unit Standards are all assessed internally.

### NCEA Level 2 - requires 80 credits

- Credits may be achieved from either Achievement Standards or Unit Standards.
- You need a minimum of 80 credits of which 60 credits must be at Level 2 or above

### NCEA Level 3 - requires 80 credits

- You need a minimum of 80 credits of which 60 must be at Level 3 or above.
- If considering applying for University the following year it is **strongly advised** that you study five Level 3 subjects in Year 13. **Students who take four or more Level 3 subjects can choose a study line**

### Unit Standards (U.S)

- Some of the Level 1, 2 and 3 courses offers only Unit Standards. These courses are identified on the subject index with U.S. These courses provide credits for NCEA.

Some Level 1, 2 and 3 courses offer National Certificates.

### Certificates offered at Edgecumbe College are: (teacher responsible)

- National Certificate in Computing Levels 2 & 3 (Mr. Hall)
- National Certificate of Business and Computing Levels 2 & 3 (Mr. Hall)
- National Certificate of Employment Skills (Mr. Bennett)
- National Certificate in Mathematics Levels 1 & 2 (Mrs. Fraser)
- National Certificate in Tourism Level 2 (Mr. Lynch)
- National Award in Outdoor Experiences Level 2 (Ms. Barnes)

The correct units must be studied to satisfy NZQA requirements.

### Endorsement of Certificates

The National Certificate of Educational Achievement (NCEA) maybe endorsed with the words "Merit" or "Excellent" for any level. To gain a Merit endorsement students' need to gain 50 or more credits at a Merit level. To gain an Excellence endorsement students' need to gain 50 or more credits at the Excellence level. Note that Unit Standards will not give you credits towards Merit or Excellence endorsement.

# ENTRANCE TO UNIVERSITY

## Minimum standards

- Gaining 14 credits at level 3 in **three** approved subject areas (see below)
- Or 14 credits at Level 3 in **two** subjects and 14 credits in no more than two approved subjects or domains.

## Plus

- a minimum of 14 numeracy credits at Level 1 or higher in Mathematics
- a minimum of 8 literacy credits at Level 2 or higher in English or Te Reo Māori; 4 credits must be in Reading and 4 credits must be in Writing. The literacy credits will be selected from a schedule of approved Achievement Standards and Unit Standards (**for more detail see your Kaitiaki or English/Maori teacher**).

More detailed information on University Entrance and list of approved subjects can be found at <http://www.nzqa.govt.nz/qualifications-standards/awards/university-entrance/>

## Approved Subjects

|                            |                           |                             |
|----------------------------|---------------------------|-----------------------------|
| Accounting                 | Geography                 | Painting (Practical Art)    |
| Agriculture & Horticulture | German                    | Photography (Practical Art) |
| Biology                    | Graphics                  | Physical Education          |
| Chemistry                  | Health Education          | Physics                     |
| Chinese                    | History                   | Printmaking (Practical Art) |
| Classical Studies          | History of Art            | Samoan                      |
| Computing                  | Indonesian                | Science                     |
| Cook Islands Māori         | Japanese                  | Sculpture (Practical Art)   |
| Dance                      | Korean                    | Social Studies              |
| Design (Practical Art)     | Latin                     | Spanish                     |
| Drama                      | Mathematics with Calculus | Technology                  |
| Economics                  | Statistics and Modelling  | Te Reo Māori <b>or</b>      |
| English                    | Media Studies             | Te Reo Rangitira            |
| French                     | Music Studies             |                             |

Credits can be accumulated over more than one year. Where a Unit Standard and an Achievement Standard assess the same learning outcome they are mutually exclusive for the NCEA qualifications and university entrance purposes. You can check these out by visiting the web site [http://www.nzqa.govt.nz/qualifications-standards/standards/standards-exclusion-list/#\\_msocom](http://www.nzqa.govt.nz/qualifications-standards/standards/standards-exclusion-list/#_msocom) 6 or see your subject teacher or Mr. Murphy (the NZQA liaison officer).

## Course Overview at Edgcombe College

| Area   | Year 9   | Year 10  | Level 1   | Level 2   | Level 3  |
|--|--|--|---|---|--|
| <b>The Arts</b>                              | Art Practical                                  | Art Practical                                  | Visual Arts   | Visual Arts<br>(Painting,<br>Photography)   | Visual Arts<br>(Painting, Design<br>Photography<br>Print, Sculpture)       |
|  | Maori<br>Performing Arts<br>Music              | Maori Performing<br>Arts<br>Music              | Maori Performing<br>Arts<br>Music   | Maori Performing<br>Arts<br>Music   | Maori Performing<br>Arts<br>Music  |
| <b>Languages</b>                             | English  | English  | English   | English   | English  |
|  | Japanese<br>Te Reo Maori                       | Japanese<br>Te Reo Maori                       | English<br>Alternative<br>English<br>Other Languages<br>Te Reo Maori                                  | English<br>Alternative<br>English<br>Other languages<br>Te Reo Maori              | Other languages<br>Te Reo Maori  |
| <b>Health and<br/>Physical<br/>Education</b> | Physical<br>Education<br>Health                | Physical<br>Education<br>Health                | Physical<br>Education   | Physical<br>Education<br>Outdoor<br>Education                                     | Physical<br>Education  |
| <b>Mathematics</b>                           | Mathematics                                    | Mathematics                                    | Mathematics   | Mathematics   | Maths with<br>Calculus<br>Statistics and<br>Modelling                      |
|  |  |  | Maths Applied   |   |  |
| <b>Science</b>                               | Science  | Science  | Science<br>Science Applied  | Biology<br>Chemistry<br>Physics<br>Electronics<br>Environmental<br>Studies        | Biology<br>Chemistry<br>Physics<br>Electronics                             |
|  | Horticulture                                   | Horticulture                                   | Agriculture<br>Horticulture   | Agriculture<br>Horticulture   | Agriculture<br>Horticulture  |
| <b>Social Science</b>                        | Social Science                                 | Social Science                                 | Social Science<br>Geography<br>History  | Social Science<br>Geography<br>History<br>Tourism                                 | Social Science<br>Geography<br>History<br>Tourism                          |
| <b>Technology</b>                            | Fabric<br>Food and<br>Nutrition                | Fabric<br>Food and<br>Nutrition                | Fabric<br>Food and<br>Nutrition   | Fabric<br>Food and<br>Nutrition   | Fabric<br>Food and<br>Nutrition  |
|  | Graphics<br>Metal<br>Wood                      | Graphics<br>Metal<br>Wood                      | Graphics<br>Mechanical<br>Engineering<br>Wood   | Graphics<br>Mechanical<br>Engineering<br>Wood                                     | Graphics<br>Construction and<br>Materials                                  |
| <b>Business<br/>Studies</b>                  |  | Enterprise Studies                             | Accounting  | Accounting  | Accounting   |
|  | Information and<br>Communication<br>Technology | Information and<br>Communication<br>Technology | Office<br>Administration<br>Information and<br>Communication<br>Technology<br>Digital<br>Technologies | Office<br>Administration<br>Information and<br>Communication<br>Technology        | Office<br>Administration<br>Information and<br>Communication<br>Technology |
| <b>Vocational</b>                            |  | Career Education                               | Employment<br>Skills<br>Drivers Education   | Employment<br>Skills<br>Driver Education<br>Gateway<br>Star Courses<br>Landskills | Gateway<br>Star Courses  |

## Course Endorsement (New to 2011)

Students will gain an endorsement for a course where they achieve:

14 or more credits at Merit or Excellence. At least 3 credits need to be from externally assessed standards and 3 from internally assessed standards. Credits can only be counted once in a single school year.

### Note:

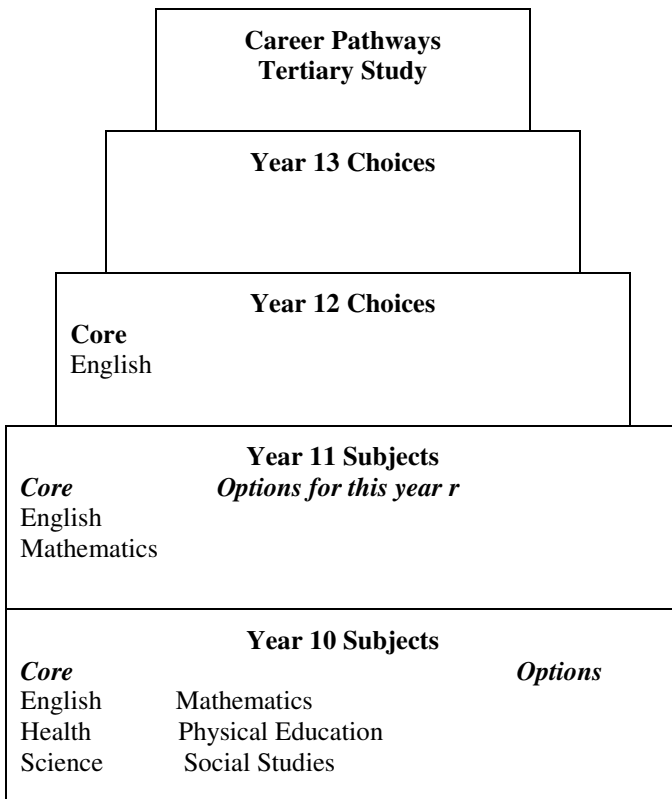
Physical Education, Religious Studies and Level 3 Visual Arts will be exempt from the requirement to gain external assessed credits.

## COURSE SELECTION

Before you choose your subjects for next year write down the subjects you are doing this year in the relevant box below.

Select the subjects you want for 2011 using the 2011 course book. The subjects listed on the grid below are compulsory. Write them in the relevant box.

Use the booklet and the course overview on the next page to plan the subjects you would like to do in the following years.



# WHAT TO CONSIDER WHEN CHOOSING A SUBJECT

## Preparing for “Life”

Do you have those skills that will help prepare you for life? To live successfully in our society it is good to be able to relate to other cultures, to appreciate the Arts and Music, and to have a range of skills, such as life management and craft skills, and skills to help occupy leisure time

## Further Education

Year 11, just the first step in your senior studies – have you chosen subjects that will allow you to progress to a higher level?

Some subjects have pre – requisites which means you have to have studied certain subjects before you can move up to further study

Consider

## Careers

Do you have a career in mind? These days it is important to be adaptable in a work world which is rapidly changing. You will probably change jobs a number of times.

## Ability and Interest

Do you have subjects you like or are good at? You are more likely to succeed in something if you are interested in it and enjoy it. Develop your strengths!

## Mathematics

A maths course is compulsory for all Year 11 students

## English

An English course is compulsory for all Year 11 students

## Sciences

A Science course is strongly recommended for all Year 11 students

A BROAD- BASED and  
BALANCE EDUCATION

## Humanities

These subjects such as History and geography emphasises understanding “people” and focus on skills related to communicating better with others – an important skill in our society

## Technology/Computer skills

Critical thinking, creativity and computer literacy are key skills in the workforce

## Career choice/Interest

If you are keen on following a particular career path or want to develop a particular interest then certain subjects may be important for this

# EDGE CUMBE COLLEGE 2011

## Year 11 Course Selection

*This is a copy of the form you will complete and hand to your tutor teacher*

### CHOICES YOU MUST MAKE:

You must choose six “Lines/blocks” of subjects plus one “backup”. State the level you will study at.

Your selection will be checked by the HOD of each subject, so make sure you meet the pre-requisites for each subject/level. If in doubt talk to them.

In Year 11 English is compulsory. Select the English course recommended by your teacher (ENA or ENG).

In Year 11 Mathematics is compulsory either as a **full year** course (MAX or MAT) or as a **half year** course (MAP). Select the course recommended by your teacher.

### Your choices:

Please list your subjects in order of importance to you. **Complete all columns of the table.**

| First Semester (Term 1 & 2) |              |       | Second Semester (Term 3 & 4) |       |
|-----------------------------|--------------|-------|------------------------------|-------|
|                             | Subject code | Level | Subject code                 | Level |
| 1                           | EN_          |       | EN_                          |       |
| 2                           |              |       |                              |       |
| 3                           |              |       |                              |       |
| 4                           |              |       |                              |       |
| 5                           |              |       |                              |       |
| 6                           |              |       |                              |       |

### Back up Subject

|   |  |  |  |  |
|---|--|--|--|--|
| 7   |  |  |  |  |
| Is there a subject you would like to do that is not in the course book? |  |  |  |  |

### Remember

A year long course in English is compulsory at Year 11

At Year 11 Maths is compulsory either a full years course or one semester.

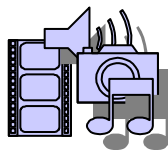
A Science is recommended at Year 11

The Literacy component of NCEA Level 1 can be achieved in designated English or Te Reo Maori units.

**Unless subject teachers request or external results warrant no changes to course selection will occur in the first 6 weeks of term 1.**

Your course selection will be checked by either the Tutor teacher or Kaitiaki.

# VISUAL ARTS (1ART)



**Target Year Group** Year 11

**Duration and Timing** One Timetable Block – Full year Course

## The Arts

**Description** Students work on a major theme with an emphasis on drawing and painting. Printing and Art research are also covered leading towards completion of folios and other Achievement Standards.

**Assessment** A number of internal assessments are available. These play a supporting role to the folio which is externally assessed.

**Pre-requisites** Year 10 Art Course or HOD discretion

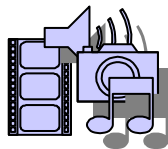
**Leads on to** NCEA Level 2 Painting (2ART) and or Photography (2PHT), Design, Printmaking.

**Fees** \$50

### Achievement Standards Assessed

| Title   | AS/US | Number | Level | Int. or Ext | No of credits |
|---|-------|--------|-------|-------------|---------------|
| Investigate Maori and European art work from established practice | AS    | 90018  | 1     | I           | 3             |
| Use drawing processes and procedures                              | AS    | 90019  | 1     | I           | 5             |
| Generate and develop ideas in making art works                    | AS    | 90020  | 1     | E           | 12            |
| Extend ideas in other media and techniques to produce new work    | AS    | 90021  | 1     | I           | 4             |
| Total   |       |        |       |             | 24            |

# DRAMA 1 (1DRA)



## The Arts

**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course

**Description** This course develops students' understanding of dramatic elements, conventions, skills and processes.

**Assessment** A range of internal assessment tasks will take place during the year. One external Achievement Standard will be assessed in an end of year three hour exam

**Pre-requisites** Successfully completed Year 10 or HOD discretion.

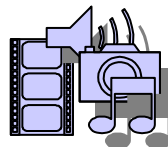
**Leads on to** NCEA Level 2 Drama (2DRA)

**Fees** Nil

### Achievement / Unit Standards Assessed

| Title  | AS/ US | Number | Level | Int or Ext | No of credits |
|--|--------|--------|-------|------------|---------------|
| Use drama techniques                         | AS     | 90006  | 1     | I          | 4             |
| Use elements and conventions to devise drama | AS     | 90007  | 1     | I          | 4             |
| Perform an acting role                       | AS     | 90009  | 1     | I          | 4             |
| Perform a technical or                       | AS     | 90010  | 1     | I          | 4             |
| Understand and reflect on                    | AS     | 90011  | 1     | E          | 5             |
| Total  |        |        |       |            | 21            |

# MAORI PERFORMING ARTS (1MPA)



**Target Year Group** Year 11

**Duration and Timing** One Timetable Block – Full Year Course

## The Arts

**Description** Course includes knowledge of tikanga, performance skills, research and costume ensemble.

**Assessment** Internal assessment during the year

**Pre-requisites** HOD Approval

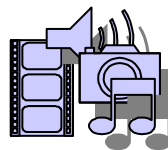
**Leads on to** Level 2 Maori Performing Arts (2MPA)

**Fee** Nil

### Unit Standards Assessed

| Title   | AS/US | Number | Level | Int/Ext | Credit    |
|---|-------|--------|-------|---------|-----------|
| Demonstrate performance components of Maori performing arts           | US    | 22752  | 1     | I       | 3         |
| Demonstrate knowledge of people associated with Maori performing arts | US    | 22753  | 1     | I       | 3         |
| Demonstrate knowledge of the origins of Maori performing arts         | US    | 22754  | 1     | I       | 4         |
| Demonstrate knowledge of a Maori performing arts costume ensemble     | US    | 22755  | 1     | I       | 3         |
| Demonstrate knowledge of whakaraka                                    | US    | 15019  | 2     | I       | 3         |
| <b>Total</b>  |       |        |       |         | <b>16</b> |

# MUSIC 1 (1MUS)



**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course.

**The Arts**

**Description** Course includes Performance, Composition, Aural Skills, and Music Knowledge.

**Assessment** Internal assessment during the year with external assessments at the end of the year.

**Pre-requisites** Ability to perform on a solo instrument (voice is an instrument) at grade 2-3 level or as approved by HOD.

**Leads on to** NCEA Level 2 Music (2MUS).

**Fees** \$50 per year (\$12.50 per term) for those students receiving tuition from itinerant tutors.

## Achievement Standards Assessed

| Title                                | AS/US | Number | Level | Int or Ext | No of credits |
|--------------------------------------|-------|--------|-------|------------|---------------|
| Perform as a Soloist                 | AS    | 90012  | 1     | I          | 6             |
| Perform as a Group                   | AS    | 90013  | 1     | I          | 3             |
| Compose pieces of music              | AS    | 90014  | 1     | I          | 6             |
| Aurally identify musical             | AS    | 90015  | 1     | E          | 3             |
| Demonstrate knowledge of music works | AS    | 90017  | 1     | I          | 4             |
| Total                                |       |        |       |            | 22            |

# ALTERNATIVE ENGLISH (1ENA)



## Languages

|                            |   |
|----------------------------|---|
| <b>Target Year Group</b>   | Year 11   |
| <b>Duration and Timing</b> | One Timetable Block - Full Year Course  |
| <b>Description</b>         | This course offers students the opportunity to improve their understanding of English, meet the Level 1 NCEA literacy requirement, and build practical communications skills. |
| <b>Assessment</b>          | A range of internal assessment tasks will take place during the year. There is no external examination attached to this course.   |
| <b>Pre-requisites</b>      | Student has completed a Year 10 programme or HOD discretion   |
| <b>Leads on to</b>         | NCEA Level 1 English (1ENG) and Level 2 Alternative English (2ENA)  |
| <b>Fees</b>                | Nil   |

### Achievement / Unit Standards Assessed

| Title  | AS/ US | Number | Level | Int or Ext | No of |
|--|--------|--------|-------|------------|-------|
| <i>Produce creative writing</i>  | AS     | 90052  | 1     | I          | 3     |
| Express ideas in own writing and write a short story   | US     | 1273   | 1     | I          | 4     |
| <i>Deliver a speech in a formal situation</i>  | AS     | 90058  | 1     | I          | 3     |
| Independently read texts about life experiences which relate to a personal identified interest | US     | 2970   | 1     | I          | 3     |
| <i>Independently read texts for practical purposes and to gain knowledge</i>                   | US     | 25060  | 1     | I          | 6     |
| <i>Write formal personal correspondence</i>  | US     | 10792  | 1     | I          | 3     |
| Fill in a form   | US     | 3483   | 1     | I          | 2     |
| <i>Produce a media or dramatic presentation</i>  | AS     | 90059  | 1     | I          | 3     |
| <i>Present a static image using verbal and visual features</i>                                 | US     | 12417  | 1     | I          | 2     |
| <i>Read an inclusive range of visual texts</i>   | US     | 8810   | 1     | I          | 2     |
| Total  |        |        |       |            | 31    |

NB: Standards will be offered at the teachers' discretion in accordance with student need. Only standards shown in italics meet the literacy requirement for NCEA.

# ENGLISH 1 (1ENG)



**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course

**Languages**

**Description** This course covers the three strands - Written, and Oral Language - which cover creative and formal writing, reading, exploring, thinking critically using a variety of written, oral and visual texts. Visual

**Assessment** A range of internal assessment tasks will take place during the year. External Achievement Standards will be assessed in an end of year three hour exam

**Pre-requisites** Student has successfully completed a Year 10 programme or HOD discretion

**Leads on to** NCEA Level 2 English (2ENG)

**Fees** Nil

## Achievement / Unit Standards Assessed

| Title                                      | AS/ US | Number | Level | Int or Ext | No of credits |
|--|--------|--------|-------|------------|---------------|
| Produce creative writing                   | AS     | 90052  | 1     | I          | 3             |
| Produce formal writing                     | AS     | 90053  | 1     | E          | 3             |
| Study an extended written text             | AS     | 90054  | 1     | E          | 2             |
| Study a number of short written texts      | AS     | 90055  | 1     | E          | 2             |
| Study and understand a visual or oral text | AS     | 90056  | 1     | E          | 2             |
| Read and understand unfamiliar texts       | AS     | 90057  | 1     | E          | 3             |
| Deliver a speech in a formal situation     | AS     | 90058  | 1     | I          | 3             |
| Produce a media or dramatic presentation   | AS     | 90059  | 1     | I          | 3             |
| Research and present information           | AS     | 90060  | 1     | I          | 3             |
| Read an inclusive range of written texts   | US     | 8808   | 1     | I          | 3             |
| Produce transactional written text         | US     | 8812   | 1     | I          | 4             |
| Think critically about moving images       | US     | 12415  | 1     | I          | 3             |
| Total                                      |        |        |       |            | 33            |

NB: Not all US / AS listed above will offered in any one class in any given year. Standards will be offered at the teacher's discretion, in consultation with the class. The focus of this course is English based standards.

# TE REO MAORI 1 (1MAO)

**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course

**Description** Comprises of internal and external components covering the skills of reading, writing, speaking and listening.

**Assessment** Two internal assessments will take place during the year. External Achievement Standards will be assessed in an end of year three hour exam.

A Unit Standard is also available.

**Pre-requisites** Those students who have successfully completed the Year 10 Te Reo Maori course or HOD approval required.

**Leads on to** NCEA Level 2 Te Reo Maori (2MAO)

**Fees** Nil



**Languages**

## Achievement / Unit Standards Assessed

| Title                         | AS/US | Number | Level | Int or Ext | No of credits |
|-------------------------------|-------|--------|-------|------------|---------------|
| Whakarongo i te reo o tona ao | AS    | 90131  | 1     | I          | 6             |
| Korero i te reo o tona ao     | AS    | 90132  | 1     | I          | 6             |
| Panui ie reo o tona ao        | AS    | 90133  | 1     | E          | 6             |
| Tuhituhi i te reo o tona ao   | AS    | 90134  | 1     | E          | 6             |
| Tohu i nga whakautu           | US    | 7261   | 1     | I          | 3             |
| Total                         |       |        |       |            | 27            |

# OTHER LANGUAGES (1XXX)



## Languages

**Target Year Group** Year 11, 12 and 13

**Duration and Timing** One Timetable Block - Full Course

**Description** Other languages such as Japanese and Spanish are available by correspondence. Students independently work through a series of booklets and return them to the Correspondence School for marking. A high level of interest and motivation is needed in the subject for the student to succeed.

**Assessment** A range of internal assessment tasks will take place during the year. External Achievement Standards will be assessed in an end of year three hour exam

**Pre-requisites** Kaitiaki approval. Mrs. Fraser is the teacher contact for the Correspondence School.

**Leads on to** NCEA Level 2

**Fees** Depends on the course

**Most courses will offer around 20 credits and be a range of internal and external assessments.**

# DRIVER EDUCATION (1DRE)



**Vocational**

**Target Year Group** Year 11

**Duration and Timing** One Timetable Block – Half year course

**Description** Driver Education teaches the skills, knowledge and attitudes to enhance safety and competence of drivers in New Zealand roads.

**Assessment** A range of internal assessment tasks will take place during the year.

**Pre-requisites** A mature attitude and a willingness to participate. Preference will be given to students who are over 15 years 6 months.

**Leads on to** Sitting your driver's licence

**Fees**

## Achievement / Unit Standards Assessed

| Title   | AS/US | Number | Level | Int or Ext | No of credits |
|---|-------|--------|-------|------------|---------------|
| Demonstrate knowledge of traffic law for the purpose of safe driving      | US    | 3462   | 1     | I          | 3             |
| Demonstrate procedures when a light motor vehicle has broken down         | US    | 20969  | 1     | I          | 2             |
| Describe driving hazards and risk reduction responses to driving hazards. | US    | 3465   | 1     | I          | 2             |
| NZ graduated licencing system   | US    | 17563  | 1     | I          | 2             |
| Factors contributing to and   | US    | 3472   | 1     | I          | 3             |
| Light motor vehicle safety  | US    | 17458  | 1     | I          | 1             |
| Safe night driving  | US    | 17677  | 2     | I          | 2             |
| Demonstrate knowledge of stress, health, and fatigue for driving.         | US    | 1734   | 2     | I          | 4             |
| Total   |       |        |       |            | 19            |

# NATIONAL CERTIFICATE IN EMPLOYMENT SKILLS (1CES)



**Target Year Group** Year 11

**Duration and Timing** One Timetable Block – Half year course

**Description** This course aims to provide basic skills required by the NZ employers' federation.

**Assessment** Internal Unit Standards

**Pre-requisites** Teacher in Charge (TiC) or Kaitiaki approval

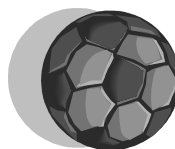
**Leads on to** National Certificate in Employment Skills Level 1

**Fees** Nil

## Achievement / Unit Standards Assessed

| Title  | AS/US | Number | Level | Int or Ext | No of credits |
|--|-------|--------|-------|------------|---------------|
| Identify basic employment rights and responsibilities                              | US    | 1978   | 1     | I          | 2             |
| Demonstrate care and timeliness as an employee                                     | US    | 4249   | 1     | I          | 3             |
| Protect health and safety in the workplace   | US    | 497    | 1     | I          | 3             |
| Describe the requirements and expectations faced by employees with in NZ workplace | US    | 4248   | 1     | I          | 3             |
| Participate in a team or group to complete routine tasks                           | US    | 3503   | 1     | I          | 2             |
| Solve problems which require calculation with whole                                | US    | 8489   | 1     | I          | 2             |
| Solve problems with numbers expressed in different forms                           | US    | 8490   | 1     | I          | 2             |
| Read and interpret information presented in tables and                             | US    | 8491   | 1     | I          | 2             |
| Develop and use keyboarding skills to enter data                                   | US    | 101    | 1     | I          | 3             |
| Total  |       |        |       |            | 22            |

# PHYSICAL EDUCATION (1PED)



## Health and Physical Education

**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course

**Description** Developing foundation knowledge, skills and understanding of Physical Education and Health. Students complete theory and practical units in physical activity and hauora/wellbeing, structure and function of the body, sports education, skill learning and qualities of movement.

**Assessment** A range of theory and practical internal assessment tasks will take place during the year.

**Pre-requisites** Full participation and completion of **all** Year 9 & 10 Physical Education and Health units

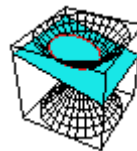
**Leads on to** NCEA Level 2 Physical Education (2PED)

**Fees** Transport and fees for off-site practical assessments to be advised.

### Achievement / Unit Standards Assessed

| Title   | AS/US | Number | Level | Int or Ext | No of credits |
|---|-------|--------|-------|------------|---------------|
| Participate in physical activities and describe how this influences         | AS    | 90067  | 1     | I          | 5             |
| Demonstrate knowledge of body structure and function in a physical activity | AS    | 90068  | 1     | I          | 5             |
| Demonstrate quality of movement in a chosen physical activity               | AS    | 90524  | 1     | I          | 3             |
| Examine quality of movement in physical activity                            | AS    | 90525  | 1     | I          | 3             |
| Interpersonal skills in a group or team activity                            | AS    | 90071  | 1     | 1          | 4             |
| Total   |       |        |       |            | 20            |

# APPLIED MATHEMATICS 1 (1MAP)



## Mathematics

**Target Year Group** Year 11 students who have difficulties with this subject or who have a busy programme and other half year courses.

**Duration and Timing** One Timetable Block - **Half** Year Course

**Description** This half-year course offers at least the 10 Numeracy credits required for the award of NCEA Level 1. These standards cover knowledge and skills in Number, Measurement and basic Statistics.

**Assessment** A range of internal assessment tasks will take place during the course. Evidence will be gathered throughout the half-year course.

**Pre-requisites** None

**Leads on to** This course is a terminating course. Students requiring further Level 1 credits should repeat this course

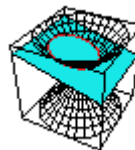
**Fees** \$5.00 – School generated workbook.

### Achievement / Unit Standards Assessed

| Title   | Level | Internal | No of credits |
|---|-------|----------|---------------|
| Number – Use number to solve problems                     | 1     | I        | 4             |
| Measurement – Use measurement to solve problems           | 1     | I        | 3             |
| Statistics – Interpret statistical information in context | 1     | I        | 3             |
| Total   |       |          | 10            |

Further skills and knowledge may be studied if there is time and need.  
The number of extra credits will vary.

# MATHEMATICS 1 (1MAT)



## Mathematics

**Target Year Group** Students who wish to continue with Mathematics for one more year but not necessarily into Year 12 or who need to have 14 Level 1 Mathematics credits for University Entrance.

**Duration and Timing** One Timetable Block - Full Year Course

**Description** This course offers credits from Achievement Standards according to students' understanding and needs.

**Assessment** A range of internal assessment tasks will take place during the year. One or two External Achievement Standards will be assessed in an end of year exam of up to 3 hours.

**Pre-requisites** Students must have an interest in improving mathematical understanding and be willing to commit to a full year course of study. They must also have shown good work habits in Year 10.

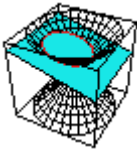
**Leads on to** This is a terminating course unless a student shows a flair for the subject and wishes to follow the academic course in Year 12 or transfer to 1MAX to upgrade the level of study.

**Fees** School generated homework book is prescribed. \$8.00 (approx.)

### Possible Achievement Standards to be assessed

| Title  | AS/US | Number | Level | Int or Ext | No of credits |
|--|-------|--------|-------|------------|---------------|
| Numeracy Standards will be covered in this course.           | US    | TBA    | 1     | I          | 10            |
| Numeric Reasoning  | AS    | 1.1    | 1     | I          | 3             |
| Apply linear algebra to solve problems                       | AS    | 1.4    | 1     | I          | 4             |
| Solve Measurement Problems                                   | AS    | 1.5    | 1     | I          | 2             |
| Apply transformation geometry.                               | AS    | 1.9    | 1     | I          | 3             |
| Use statistical enquiry cycle to investigate bivariate data. | AS    | 1.11   | 1     | I          | 3             |
| Demonstrate understanding of chance and data.                | AS    | 1.12   | 1     | I          | 4             |
| Total will depend on the standards chosen                    |       |        |       |            | 16 – 24       |
| Alternatives are available if there is a need.               |       |        |       |            |               |

# MATHEMATICS 1 (1MAX)



**Mathematics**

**Target Year Group** Year 11 or 12  
 Students who wish to continue with mathematics into the senior school or need 14 Level 1 Mathematics credits for University Entrance.

**Duration and Timing** One Timetable Block - Full Year Course

**Description** This course offers credits from Achievement Standards according to students’ understanding and needs.

**Assessment** A range of internal assessment tasks will take place during the year. The two External Achievement Standards will be assessed in an end of year exam of up to 3 hours.

**Pre-requisites** Students must have demonstrated the understanding and work ethic required for studying at senior level. Entry by HOD invitation

**Leads on to** 2MAX (depending on achievement).

**Fees** Homework Book is prescribed - \$15.00 (approx.)

**Possible Achievement Standards to be assessed**

| Title  | AS/US | Number | Level | I or E | No of credits |
|--|-------|--------|-------|--------|---------------|
| Numeric Reasoning  | AS    | 1.1    | 1     | I      | 4             |
| Algebraic Methods  | AS    | 1.2    | 1     | E      | 4             |
| Solve Measurement Problems   | AS    | 1.5    | 1     | I      | 3             |
| Solve Measurement Problems involving Right-Angled Triangles                    | AS    | 1.7    | 1     | I      | 3             |
| Investigate a given multivariate data set using the statistical enquiry cycle. | AS    | 1.10   | 1     | I      | 4             |
| Demonstrate understanding of chance and data                                   | AS    | 1.12   | 1     | E      | 4             |
|  | AS    | 1.13   | 1     | I      | 3             |
| Total (approximately)  |       |        |       |        | 25            |
| Not all of these standards will be covered in the time available.              |       |        |       |        |               |

# ALTERNATIVE SCIENCE (1SCA)



**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full or Half Year Course **Science**

**Description** This course is for students who wish to complete a science but do not wish to pursue a Level 2 course the following year.

**Assessment** The course is Achievement Standard based and is internally assessed. There is no external exam at the end of the year.

**Pre-requisites** Year 10 Science

**Leads on to** NCEA Level 1 Science (1SCI)

**Fees** Nil

## Achievement / Unit Standards Assessed

| Title  | AS/US | Number | Level | Int or Ext | No of credits |
|--|-------|--------|-------|------------|---------------|
| Standards are yet to be set. They will be chosen in consultation with the class from the new science matrix and will cover topics in Biology, Chemistry, Physics, Geology and Astronomy. |       |        |       |            |               |

# SCIENCE 1 (1SCI)



## Science

**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course

**Description** This course covers aspects of Biology (Living World); Chemistry (Material World); Physics (Physical World); Geology and Astronomy (Planet Earth and Beyond)

**Assessment** External Achievement Standards will be assessed in an end of year three hour exam. Internal Achievement Standards and Unit Standards will be assessed during the year.

**Pre-requisites** Achievement in Year 10 Science or HOD approval

**Leads on to** NCEA Level 2 Biology (2BIO), and/or Level 2 Chemistry (2CHE) and/or Level 2 Physics (2PHY).

**Fees** Course Manual \$20

### Achievement / Unit Standards Assessed

| Title   | AS/US | Number | Level | Int or Ext | No of credits |
|---|-------|--------|-------|------------|---------------|
| Carry out a practical science   | AS    | 90 186 | 1.1   | I          | 4             |
| Process information to describe a use of science knowledge with direction | AS    | 90 187 | 1.2   | I          | 2             |
| Describe aspects of biology   | AS    | 90 188 | 1.3   | E          | 5             |
| Describe aspects of chemistry   | AS    | 90 189 | 1.4   | E          | 5             |
| Describe aspects of geology   | AS    | 90 190 | 1.5   | E          | 3             |
| Describe aspects of physics   | AS    | 90 191 | 1.6   | E          | 5             |
| Describe aspects of astronomy   | AS    | 90 192 | 1.7   | E          | 2             |
| TOTAL   |       |        |       |            | 26            |

# AGRICULTURE 1 (1AGR)



**Target Year Group** Year 11 and 12

**Duration and Timing** One Timetable Block - Full Year Course

**Science**

**Description** This course is a combination of practical and theory Unit Standards that count towards NCEA Level 1 and New Zealand Certificate in Level 2 Agriculture. It includes farm visits, Windows to Dairying, Field Days trip and on site practical courses.

**Assessment** Assessment is internal via an external provider. A range of providers may be used as appropriate, including Taratahi Agricultural Training Centre, Telford Agricultural Training Centre and the BOP Polytechnic. Unit standards will be chosen in conjunction with students and parents.

**Pre-requisites** Students should have successfully completed Year 10 Science and/or Horticulture course. Otherwise HOD approval is required.

**Leads on to** NCEA Level 2 Agriculture (2AGR) and Level 2 New Zealand Certificate in Agriculture.

**Fees** As required for field trips.

**Achievement / Unit Standards Assessed** Note: DKO = Demonstrate Knowledge of

| Title  | AS/US | Number | Level | Int or Ext | No of credits |
|--|-------|--------|-------|------------|---------------|
| Protect health and safety in the work place  | US    | 497    | 1     | I          | 1             |
| DKO soil properties  | US    | 14     | 2     | I          | 4             |
| DKO pasture production   | US    | 16     | 2     | I          | 4             |
| DKO safe handling and health problems of dairy cattle, associated with milking       | US    | 18191  | 2     | I          | 3             |
| DKO how cows milk  | US    | 18192  | 2     | I          | 2             |
| DKO farm dairy design  | US    | 18193  | 2     | I          | 2             |
| Describe the legal requirements and occupational hazards associated with tractor use | US    | 19044  | 2     | I          | 4             |
| DKO the safe operation of a motorcycle & ATV   | US    | 19057  | 2     | I          | 4             |
| DKO non-electric fences and hazards in fencing                                       | US    | 19126  | 2     | I          | 2             |
| Total  |       |        |       |            | 24            |

# ENVIRONMENTAL STUDIES (1EVS)



Science

**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course

**Description** This course studies the diversity, characteristics and management of local biological communities e.g. coastal, bush, wetlands and introduced versus native species.

**Assessment** Students may select from a range of Unit Standards and / or Achievement Standards. All standards are internally assessed.

**Pre-requisites** Teacher in Charge (TIC) approval.

**Leads on to** NCEA Level 2 Environmental Studies (2EVS) and NCEA Level 2 Biology (2BIO)

**Fees** As required for fieldwork and EVS Biozone book and internet access.

## Achievement / Unit Standards Assessed

| Title  | AS/US | Number | Level | Int or Ext | No of credits |
|--|-------|--------|-------|------------|---------------|
| Compare the diversity and organization of different biological communities | US    | 6294   | 1     | I          | 4             |
| Describe methods for the management of introduced species.                 | US    | 6297   | 1     | I          | 4             |
| Describe how people apply biological principles to plant or animal         | US    | 6299   | 1     | I          | 3             |
| Demonstrate knowledge of adaptations and relationships in a biological     | US    | 18970  | 1     | I          | 2             |
| <b>TOTAL</b>   |       |        |       |            | 13            |
| <b>Optional:</b>   |       |        |       |            |               |
| Carry out a practical investigation with direction                         | AS    | 90161  | 1     | I          | 4             |
| Describe ecological characteristics found in two biological communities    | AS    | 90161  | 1     | I          | 3             |

# HORTICULTURE 1 (1HOR)



**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course

**Science**

**Description** Students learn about plant processes, propagation and management. Also the properties and management of soils, the impact of horticultural systems and landscaping are covered.

**Assessment** A range of internal assessment tasks will take place during the year. These include one practical Achievement Standard and Unit Standards. The Unit Standards overlap some of the credits available in the Achievement Standards.  
External Achievement Standards will be assessed in an end of year 3 hour exam. Unit standards will be chosen in conjunction with students and parents.

**Pre-requisites** Those students who have successfully completed the Year 10 Science and/or Horticulture course or HOD approval required.

**Leads on to** NCEA Level 2 Agricultural (2AGR) or NCEA Level 2 Horticultural Science (2HOR).

**Fees** As required for Field Trips.

## Achievement / Unit Standards Assessed

| Title   | AS/US | Number | Level | Int or Ext | No of credits |
|---|-------|--------|-------|------------|---------------|
| Describe properties and management of soils (1.2)                                     | AS    | 90158  | 1     | E          | 4             |
| Describe aspects of primary production in New Zealand (1.3)                           | AS    | 90159  | 1     | E          | 2             |
| Describe the environmental impact of primary production management (1.4)              | AS    | 90160  | 1     | E          | 2             |
| Interpret a landscape plan and redesign it to suit a use and/or the environment (1.5) | AS    | 90175  | 1     | E          | 2             |
| Describe plant propagation methods (1.6)  | AS    | 90745  | 1     | E          | 2             |
| Describe plant structure, function, processes and management (1.7)                    | AS    | 90746  | 1     | E          | 4             |
| Total   |       |        |       |            | 16            |

# HUMAN BIOLOGY 1 (1HBI)



Science

**Target Year Group** Year 11 & 12

**Duration and Timing** One Timetable Block - **Half Year Course**

**Description** This course studies aspects of the human body, organ systems, their functions and environmental effects.

**Assessment** Students may select from a range of Unit Standards all internally assessed. (Optional Achievement Standards which are externally assessed are available).

**Pre-requisites** Open Entry

**Leads on to** NCEA Level 2 Biology (2BIO)

**Fees** As required for fieldwork.

## Achievement / Unit Standards Assessed

| Title   | AS/US | Number | Level | Int or Ext | No of credits |
|---|-------|--------|-------|------------|---------------|
| Describe the structure and function of a selected human organ system                | US    | 6295   | 1     | I          | 5             |
| Describe links between human organ systems  | US    | 6301   | 1     | I          | 4             |
| Discuss the biological effects of food and other activity choices on the human body | US    | 6302   | 1     | I          | 4             |
| Describe and discuss human reproduction   | US    | 6303   | 1     | I          | 4             |
| Total   |       |        |       |            | 17            |
| <b>Optional:</b>  |       |        |       |            |               |
| Describe the functioning of human digestive and skeleton-muscular systems           | AS    | 90166  | 1     | E          | 4             |
| Describe the functioning of the human reproductive system                           | AS    | 90179  | 1     | E          | 3             |
| Describe functioning of human circulatory, respiratory and excretory systems        | AS    | 90178  | 1     | E          | 6             |

# HISTORY 1 (1HIS)



**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course

**Social Sciences**

**Description** An NCEA Level 1 course with 24 credits available (8 credits internally assessed). Course topics are by negotiation to suit the class. The choice is wide and NZ History with Maori perspectives is available. The NZ Curriculum alignment of History topics will be in place.

**Assessment** A range of internal assessment tasks will take place during the year. External Achievement Standards will be assessed in an end of year three hour exam.

**Pre-requisites** Nil

**Leads on to** NCEA Level 2 History (2HIS)

**Fees** Field work

## Achievement / Unit Standards Assessed

| Title  | AS/US | Number | Level | Int or Ext | No of credits |
|--|-------|--------|-------|------------|---------------|
| NZ in the Twentieth Century – Historical Inquiry   | AS    | 90209  | 1     | I          | 4             |
| Demonstrate understanding of an historical event of significance to NZ'ers.                                    | AS    | 90210  | 1     | I          | 4             |
| History Skills   | AS    | 90211  | 1     | E          | 4             |
| Demonstrate understanding of different perspectives of people in an historical event of significance to NZ'ers | AS    | 90212  | 1     | E          | 4             |
| Impact of Development in an Essay  | AS    | 90213  | 1     | E          | 4             |
| NZ Identity  | AS    | 90214  | 1     | E          | 4             |
| Total  |       |        |       |            | 24            |

# GEOGRAPHY 1 (1GEO)



**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course

**Social Sciences**

**Description** There are seven topics in this course with a credit leading to 24 credits, 13 of which are internally assessed. The focus is People in Environments: natural hazards, resource use, skills and population. The NZ curriculum alignment of Geography topics will be in place.

**Assessment** A range of internal assessment tasks will take place during the year. External Achievement Standards will be assessed in an end of year 3 hour exam.

**Pre-requisites** Open Entry

**Leads on to** NCEA Level 2 Geography (2GEO)

**Fees** Field Work

## Achievement / Unit Standards Assessed

| Title  | AS/US | Number | Level | Int or Ext | No of credits |
|--|-------|--------|-------|------------|---------------|
| Natural hazards & Earthquakes,   | AS    | 90202  | 1     | E          | 3             |
| Population Studies   | AS    | 90203  | 1     | E          | 3             |
| Resource use - Dairy, Gold or Coal                                     | AS    | 90204  | 1     | E          | 3             |
| Skills   | AS    | 90205  | 1     | E          | 4             |
| Research Topic   | AS    | 90206  | 1     | I          | 4             |
| Geographic Issues  | AS    | 90207  | 1     | I          | 3             |
| Global Study   | AS    | 90208  | 1     | I          | 3             |
| Apply spatial analysis, with direction to solve a geographical problem | AS    | 90209  | 1     | I          | 3             |
| <b>Total</b>   |       |        |       |            | 26            |

# SOCIAL SCIENCES 1 (1SSS)



**Target Year Group**  
**Duration and Timing**

Year 11  
One Timetable Block - Full Year Course

## Social Sciences

**Description**

The course offers at least 14 internal Achievement Standard credits. The primary emphasis of this course is on developing the skills and dispositions of thinking that active citizens in a global environment will need. Students will consider their participation in the world as informed, critical, and responsible citizens.

**Assessment**

A range of internal assessment Achievement Standard tasks will take place during the year. Students may opt for external assessment. Students will select from a range of Achievement Standards with guidance from the teacher.

**Pre-requisites**

Students must have achieved at least 2 Level 1 Achievement Standards in Year 10. It is expected that these will be in Social Sciences, English and/or Education for Sustainability although other Achievement Standards will be considered at the discretion of the HOD Social Sciences and the course teacher). Students must have internet access at school.

**Leads on to**

Year 12 course with an academic focus on Levels 2 & 3 of the Social Sciences and Education for Sustainability Curriculum. The cross-curricular nature of the course means students will be well-prepared for achievement in a number of subjects at a higher level; e.g. History, Geography, Science, Classics and English.

**Fees**

Field Work

| Title   | AS/US | Number | Level | Int or Ext | No of credits |
|---|-------|--------|-------|------------|---------------|
| <b>Social Studies</b>   |       |        |       |            |               |
| Conduct a Social Studies Inquiry                                  | AS    | 90217  | 1     | I          | 6             |
| Examine differing values positions                                | AS    | 90218  | 1     | I          | 4             |
| Decide on (and take) Social Action                                | AS    | 90219  | 1     | I          | 4             |
| Conduct an advanced Social Inquiry                                | AS    | 90273  | 2     | I          | 6             |
| Plan Social Action in relation to a Social Issue                  | AS    | 90275  | 2     | I          | 4             |
| Describe change in Society  | AS    | 90215  | 1     | E          | 5             |
| Describe people's participation in society                        | AS    | 90216  | 1     | E          | 5             |
| <b>History</b>  |       |        |       |            |               |
| Research Processes  | AS    | 90209  | 1     | I          | 4             |
| Communicate historical ideas                                      | AS    | 90210  | 1     | I          | 4             |
| Perspectives in History   | AS    | 90212  | 1     | E          | 4             |
| NZ Identity   | AS    | 90214  | 1     | E          | 4             |
| <b>Education for Sustainability</b>                               |       |        |       |            |               |
| Personal action contributing towards a sustainable future         | AS    | 90810  | 2     | I          | 6             |
| Consequences of human activity on biophysical environment         | AS    | 90811  | 2     | I          | 4             |
| Values and behaviours in relation to a sustainable future         | AS    | 90813  | 2     | I          | 3             |
| Describe aspects of sustainability                                | AS    | 90814  | 2     | E          | 4             |
| Work cooperatively to develop a strategy or design for the future | AS    | 90815  | 2     | I          | 3             |



**Technology**

# TECHNOLOGY FABRIC 1 (1TCF)

**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course

**Description** At present this course is made up of textiles technology Unit Standards. Projects include simple clothing items, the opportunity to make a textile item for the home (baby's quilt, wall hanging, bean bag). In negotiation with the teacher and depending on skill levels, a ball-gown could be made to fulfill the requirements for a Unit Standard. There is some associated written work but the focus is on acquiring practical skills.

**Assessment** The course is Unit Standard based and is internally assessed.

**Pre-requisites** A pass in Technology Fabric at Year 10 and HOD approval.

**Leads on to** NCEA Level 2 Technology Fabric (2TCF)

**Fees** \$20 per term, Students are expected to provide their own materials personal projects.

**Unit Standards Assessed – These may change with introduction of the new Technology Achievement /Unit Standards.**

| Title  | AS | Number | Level | Int or Ext | No of credit |
|--|----|--------|-------|------------|--------------|
| Describe the purpose and use of information on a pattern envelope. | US | 6678   | 1     | I          | 3            |
| Demonstrate fabric preparation and layout techniques for cutting.  | US | 6680   | 1     | I          | 3            |
| Choose the pattern and fabric for the garment.                     | US | 6682   | 1     | I          | 5            |
| Construct a garment from knit fabric                               | US | 6683   | 1     | I          | 5            |
| Choose woven fabric for a simple textile item.                     | US | 6681   | 1     | I          | 3            |
| Design and make an item for a living environment.                  | US | 6664   | 2     | I          | 6            |
| Total  |    |        |       |            | 25           |

# TECHNOLOGY FOOD AND NUTRITION 1 (1TCN)

(This includes aspects of the Hospitality course).



Technology

**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course

**Description** This course will help you to plan and prepare healthy and nutritious meals and snacks, for people of differing ages and with special needs. The emphasis is on safe and hygienic food practices and making wise consumer decisions.

**Assessment** A range of internal assessment tasks will take place during the year. The course is individualised so students undertake assessments when the necessary pre-learning has taken place.

**Pre-requisites** The successful completion of the Year 10 Technology Food and Nutrition course and HOD approval.

**Leads on to** NCEA Level 2 Technology Food and Nutrition (2TCN)

**Fees** \$20 per term.

## Unit Standards Assessed

| Title   | US | Number | Level | Int or | No of credits |
|---|----|--------|-------|--------|---------------|
| Standards have still to be finalised. The course will have approximately 24 credits available. Included will be 3 Level 1 Hospitality Unit Standards. |    |        |       |        |               |

# TECHNOLOGY GRAPHICS 1 (1GAD)



**Target Year Group** Year 11

**Duration and Timing** One Timetable Block – Full Year Course

**Technology**

**Description** This course develops the student's skill level and understanding of the design process, instrumental drawing, modelling and a range of modes and media techniques used in graphic communication.

**Assessment** A range of internal assessment tasks will take place during the year. External Achievement Standards will be sent off for external moderation at the beginning of Term 4.

**Pre-requisites** Those students who have successfully completed the Year 10 Graphics course and/or with HOD approval.

**Leads on to** NCEA Level 2 Graphics (2GAD)

**Fees** \$10.00 per term

## Achievement / Unit Standards Assessed

| Title   | AS/US | Number | Level | Int or Ext | No of credits |
|---|-------|--------|-------|------------|---------------|
| Produce free hand sketches that Communicate design ideas.   | AS    | 90037  | 1     | E          | 3             |
| Construct and use geometrical shapes and solids to communicate design ideas.                            | AS    | 90038  | 1     | E          | 2             |
| Produce instrumental multi-view drawings to communicate own design ideas.                               | AS    | 90039  | 1     | E          | 3             |
| Produce pictorial drawings using instruments and render these drawings to communicate own design ideas. | AS    | 90040  | 1     | E          | 4             |
| Produce a mock-up and a model.  | AS    | 90041  | 1     | I          | 4             |
| Apply a design process and design principles to identified needs and opportunities.                     | AS    | 90042  | 1     | I          | 5             |
| Present design ideas that show design features and functions.   | AS    | 90044  | 1     | I          | 3             |
| Total   |       |        |       |            | 24            |

# TECHNOLOGY MECHANICAL ENGINEERING 1 (1TME)



**Technology**

**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full year course

**Description** The course is made up of Competenz ITO unit standards in Mechanical Engineering Technology. It encourages students to make design solutions using a variety of skills, materials and projects. It also includes skill building and skill development for careers in general engineering and related industries. This course can lead to a National Certificate in Mechanical Engineering Technology Level 1 if student obtains a total of 16 credits in other approved areas [English, Mathematics, Sciences] making a total of 40 credits.

**Assessment** A range of internal assessment tasks using ITO Unit Standards, will take place during the year.

**Pre-requisites** Those students who have successfully completed the Year 10 Technology Metal course or HOD approval.

**Leads on to** NCEA Level 2 Technology Mechanical Engineering Technology 2 (2MET)

**Fees** \$15 per term

## Achievement / Unit Standards Assessed

| Title  | AS/US | Number | Level | Int or | No of credits |
|--|-------|--------|-------|--------|---------------|
| Measure using non-complex devices in an engineering workshop.  | US    | 4433   | 1     | I      | 2             |
| Demonstrate basic engineering workshop skills  | US    | 22923  | 1     | I      | 12            |
| Develop a simple product.  | US    | 22924  | 1     | I      | 10            |
| Demonstrate knowledge of safety practices  | US    | 22926  | 1     | I      | 2             |
| Total  |       |        |       |        | 26            |
| <b>ADDITIONAL OPTIONS FOR 2011</b>   |       |        |       |        |               |
| Develop an outcome through technological practice to address a given brief (1.1)                             | AS    | 90045  | 1     | I      | 6             |
| Formulate a brief to address a given issue (1.2)   | AS    | 90046  | 1     | I      | 6             |
| Present an outcome developed through technological practice that addresses the requirements of a brief (1.6) | AS    | 90050  | 1     | I      | 4             |

# TECHNOLOGY WOOD 1 (1TCW)



Technology

**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year course

**Description** This course is made up of Unit Standards. It encourages students to make design solutions using a variety of skills, materials and projects. It also includes skill building and skill development for careers in wood related industries. Students will be studying Building, Construction and Allied Trades Skills (BCATS) units of work.

**Assessment** A range of internal assessment tasks using Unit Standards will take place during the year.

**Pre-requisites** Those students who have successfully completed the Year 10 Technology Wood course or HOD approval.

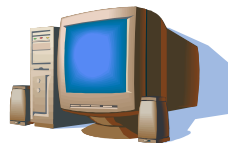
**Leads on to** NCEA Level 2 Technology Wood (2TCW)

**Fees** \$15 per term

## Unit Standards Assessed

| Title  | AS/US | Number | Level | Int or Ext | No of credits |
|--|-------|--------|-------|------------|---------------|
| Identify, select, use and maintain hand tools used for construction. | US    | 12927  | 1     | I          | 6             |
| Knowledge of and apply safe working practices                        | US    | 24352  | 1     | I          | 2             |
| Knowledge of construction and manufacturing materials                | US    | 24355  | 1     | I          | 4             |
| Apply elementary workshop procedures and processes                   | US    | 24356  | 1     | I          | 8             |
| Total  |       |        |       |            | 20            |

# ACCOUNTING 1 (1ACC)



**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full Year Course

**Business Studies**

**Description** To develop students understanding of the role of accounting in society as a financial language for individuals, community organisations and businesses.  
To provide students with knowledge of the principles, processes and systems of accounting.  
To enable students to apply financial knowledge and skills to practical situations.

**Assessment** A range of internal assessment tasks will take place during the year.  
External Achievement Standards will be assessed in an end of year three hour exam.

**Pre-requisites** Nil

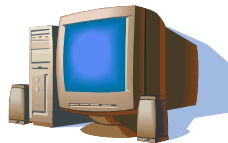
**Leads on to** NCEA Level 2 Accounting (2ACC)

**Fees** \$3.00 per term & Student Workbook

## Achievement / Unit Standards Assessed

| Title  | AS/US | Number | Level | Int or Ext | No of credits |
|--|-------|--------|-------|------------|---------------|
| Demonstrate an understanding of the conceptual basis of accounting (1.1)             | AS    | 90022  | 1     | E          | 3             |
| Describe a method of processing financial information and analyse transactions (1.2) | AS    | 90023  | 1     | E          | 3             |
| Process financial information for a sole proprietor (1.3)                            | AS    | 90024  | 1     | I          | 4             |
| Demonstrate an understanding of accounting systems for entities (1.4)                | AS    | 90025  | 1     | I          | 3             |
| Prepare financial information for sole proprietors (1.5)                             | AS    | 90026  | 1     | E          | 4             |
| Report financial information for individuals and community organisations (1.6)       | AS    | 90027  | 1     | E          | 2             |
| Analyse and explain financial information for a sole proprietor (1.7)                | AS    | 90028  | 1     | E          | 4             |
| Total  |       |        |       |            | 23            |

# DIGITAL TECHNOLOGIES 1 (1DTC)



**Target Year Group** Year 11

**Duration and Timing** One Timetable Block - Full or Half Year Course

**Business Studies**

**Description** This course enables students to achieve Level 1 Achievement Standards credits and obtain a course endorsement in Digital Technologies. The course includes components of Electronics & controls, Programming & software (Computer Science), Business technology (Digital Information), Digital media, Digital environments & systems (Digital infrastructure), Digital society, Digital concepts & tools.

**Assessment** A range of internal assessment tasks will take place during the year. External Achievement Standards will be assessed in an end of year 3 hour exam. **The course is not individualised so students undertake assessments at set times.** This course is designed for Academic Students wishing to further their education in areas of Digital Technology at higher education. Students will be expected to do a minimum of **ONE** external standard.

**Pre-requisites** Nil

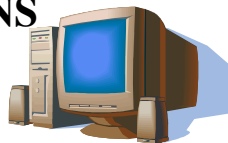
**Leads on to** Level 2 Digital Technologies (2DTC) or Level 2 Information and Communication Technology (2ICT)

**Fees** Printing and Internet connection.

## Achievement / Unit Standards Assessed

| Title  | AS/US | Number  | Level | Int or | No of credits |
|--|-------|---------|-------|--------|---------------|
| Demonstrate understanding of basic concepts of information management                  | AS    | DT 1.27 | 1     | E      | 3             |
| Implement basic procedures to produce a specified digital information outcome          | AS    | DT 1.28 | 1     | I      | 4             |
| Demonstrate understanding of basic concepts of digital media                           | AS    | DT1.29  | 1     | E      | 3             |
| Implement basic procedures to produce a specified digital media outcome                | AS    | DT 1.30 | 1     | I      | 4             |
| Demonstrate understanding of basic concepts from                                       | AS    | DT 1.31 | 1     | E      | 3             |
| Construct an algorithmic structure for a basic task                                    | AS    | DT 1.32 | 1     | I      | 3             |
| Select and use planning tools to guide the use of resources when developing an outcome | AS    | DT 1.2  | 1     | I      | 4             |
| Total  |       |         |       |        | 24            |

# INFORMATION & COMMUNICATIONS TECHNOLOGY 1 (I1CT)



**Target Year Group** Year 11

**Business Studies**

**Duration and Timing** One Timetable Block - Full or Half Year Course

**Description** This course enables students to achieve Level 1 credits and commence the National Certificate in Computing Level 2, (30 credits).  
The course includes simple computer use managing and protecting data, spreadsheets, internet, e-mail and creating and designing web pages. Students wishing to go on to higher education should consider taking Level 1 Digital Technologies (1DTC) instead of this course.

**Assessment** A range of internal assessment tasks will take place during the year. The course is individualised so students undertake assessments when the necessary pre-learning has taken place

**Pre-requisites** Nil

**Leads on to** Level 2 Information and Communication Technology (2ICT) or Digital Technologies (2DTC)

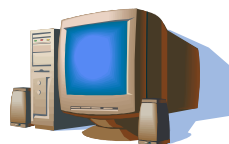
**Fees** Printing and Internet connection.

## Achievement / Unit Standards Assessed

| Title   | AS/US | Number | Level | Int or Ext | No of credits |
|---|-------|--------|-------|------------|---------------|
| Demonstrate and apply knowledge of a personal computer system                   | US    | 2780   | 1     | I          | 3             |
| Produce simple desktop published documents using templates                      | US    | 2792   | 1     | I          | 2             |
| Use computer technology to create and deliver a presentation from given content | US    | 5946   | 1     | I          | 3             |
| Create a web page using a template  | US    | 18734  | 1     | I          | 2             |
| Produce a spreadsheet from instructions using supplied data                     | US    | 18743  | 1     | I          | 2             |
| Find information using the Internet   | US    | 18758  | 1     | I          | 2             |
| Create a web page using a mark-up language with a text editor                   | US    | 25659  | 1     | I          | 2             |
| Total   |       |        |       |            | 16            |

Other units may be available to students who complete this course early.

# CERTIFICATE IN OFFICE ADMINISTRATION (1ADM)



|                            |  |                         |
|----------------------------|--|-------------------------|
| <b>Target Year Group</b>   | Year 11 and 12   | <b>Business Studies</b> |
| <b>Duration and Timing</b> | One Timetable Blocks – Full Year Course  |                         |
| <b>Description</b>         | This course prepares the student for entry into the workforce within an office/administrative environment.     |                         |
| <b>Assessment</b>          | A range of internal assessment tasks will take place during the year.  |                         |
| <b>Leads on to</b>         | Level 2 Certificate in Office Administration (2ADM)<br>National Certificate in Business Administration Level 2 |                         |
| <b>Pre-requisites</b>      | Nil  |                         |
| <b>Fees</b>                | Printing and internet connection   |                         |

## Unit Standards Assessed

| US Number   | Title   | Level                           | No. of credits |
|---|---|---------------------------------|----------------|
| <b>Core Generic</b>                               |   |                                 |                |
| 4249  | Demonstrate care and timeliness as an employee  | 1                               | 3              |
| 10781   | Produce a plan for own future directions  | 2                               | 3              |
| 12349   | Demonstrate time management   | 2                               | 3              |
| <b>Business Administration</b>                    |   |                                 |                |
| 101   | Develop and use keyboarding skills to enter text                                      | 1                               | 3              |
| 111   | Use a word processor to produce documents   | 2                               | 5              |
| 16678   | Key in text at 25 words per minute (wpm)  | 1                               | 1              |
| 327   | Document business transactions  | 2                               | 4              |
| 121   | Use office administration and communication systems                                   | 2                               | 5              |
| <b>Computing / Information Management</b>         |   |                                 |                |
| 2792  | Produce simple desktop published documents using templates                            | 1                               | 2              |
| 18743   | Produce a spreadsheet from instructions using supplied data                           | 1                               | 2              |
| 12883   | Enter and manage text for generic text and information management                     | 1                               | 3              |
| <b>Accounting / Service Sector Skills</b>         |   |                                 |                |
| 7364  | Manage Personal Finances  | 1                               | 3              |
| 7363  | Process financial information using a cash-based system                               | 1                               | 3              |
| 56  | Attend to customer enquiries face-to-face and on the telephone                        | 1                               | 2              |
| 62  | Maintain personal presentation in the workplace                                       | 2                               | 2              |
| 64  | Perform calculations for the workplace  | 1                               | 2              |
| <b>Level 1 total credits 24</b>                   |   | <b>Level 2 total credits 22</b> |                |
| <b>Optional – Business Information Processing</b> |   |                                 |                |
| 115   | Write at 40 words per minute and transcribe notes to produce required information     | 1                               | 10             |
| 116   | Write shorthand at 60 words per minute and transcribe to produce required information | 2                               | 10             |

*Other Unit Standards may be available on request*

**Information Management (TIM) is incorporated into the Certificate in Office Administration**

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### Quick Find – Level 1

**Half-Year Courses** - two half year courses need to be selected for one choice.

- Alternative Science 1 (1SCA)
- Applied Mathematics 1 (1MAP)
- Drivers Education (1DRE)
- Information and Communications Technology (1ICT)
- Human Biology 1 (1HBI)
- National Certificate in Employment Skills (1CES)
- Drama 1 (1DRA)