Curriculum and Assessment Plan: VCE Second Language

Units 1 and 2 (From 2019) Units 3 and 4 (From 2020)

Application Form for Single Study Language Providers (SSLP) applying under the Community Languages Australia non-school senior or foundation secondary education provider.

.

|  |  |  |
| --- | --- | --- |
| Senior secondary education provider details | | |
| Senior secondary education provider name: | |  |
| Submission number: | |  |
| Contact name/s: | |  |
| Contact person’s role: | |  |
| Contact details: | Email |  |
| Telephone |  |
| VCE Second Language applying for: | | Select a language |
| What is the accreditation period and title of the VCE study design being used to complete this document?  ***NOTE:*** *Please ensure that you use the study design that is accredited for the year that you plan to commence delivery* | |  |

Collection Notice

The Victorian Curriculum and Assessment Authority (VCAA) is a statutory authority continued under the Education and Training Reform Act 2006 (Vic). The VCAA collects the information requested in this form, which includes personal information within the meaning of the Privacy and Data Protection Act 2014 (Vic), for the purpose of assessing your institution’s application for recognition as a Senior School Provider.

The personal information collected in this form will be disclosed to and used by relevant VCAA employees and/or contractors for and in connection with the abovementioned purpose. The VCAA may also disclose the personal information collected in this form to organisations such as the Victorian Tertiary Admissions Centre (VTAC) and the Victorian Registration and Qualifications Authority (VRQA) to enable those organisations to contact your institution in relation to their functions. Additionally, in the event that this application is approved, the VCAA will use the personal information provided in this form to communicate with representatives of your institution regarding your institution’s ongoing recognition as a Senior School Provider. The personal information collected will not otherwise be used or disclosed by the VCAA except with the consent of the individual, or if the VCAA is required or otherwise permitted by law to do so. If the requested personal information is not provided, your institution’s application will not be considered by the VCAA. When an individual’s personal information is provided to the VCAA by a third party, the VCAA requests that the individual is made aware that their personal information will be or has been provided to the VCAA, the purpose for which it will be or was provided and to whom it will be or is likely to be disclosed. An individual may request access to personal information the VCAA holds about them and request its correction if inaccurate. Initial enquiries regarding access to personal information held by the VCAA in relation to this application can be made by contacting the VCE Curriculum Unit on [vcaa.permissions@education.vic.gov.au](mailto:vcaa.permissions@education.vic.gov.au).

The VCAA Privacy Policy can be found at [www.vcaa.vic.edu.au/Footer/Pages/Privacy.aspx](file:///\\VCAAFS01\Curriculum$\Shared\Authorisation%20files\2022\Changes%20for%202023\Study%20specific%20templates%20for%202024%20delivery\Business%20and%20Economics%20templates\www.vcaa.vic.edu.au\Footer\Pages\Privacy.aspx).

|  |  |
| --- | --- |
| **Schedule 8 – Minimum standards for registration to provide an accredited senior secondary course (extract):**  **2 Student learning outcomes**  A senior secondary education provider that provides, or proposes to provide, an accredited senior secondary course must—   1. deliver the course to the standards established by the awarding body for the qualification; and 2. ensure that a student who satisfactorily completes all of the course requirements is entitled to be awarded the registered qualification.   **5 Teaching and learning**  A senior secondary education provider must have—   1. processes to ensure the consistent application of assessment criteria and practices; and 2. processes to oversee the conduct of assessments of the course including processes to conduct investigations and hearings and, if necessary, amend or cancel assessments.   *(Education and Training Reform Regulations 2017, Schedule 8.5)* | |
| **Evidence requirement** | Complete this template or provide a comparable curriculum and assessment plan for the VCE Second Language as follows:   * for Units 1 to 4: a curriculum delivery plan identifying how students will meet the requirements of each outcome. * for Units 3 and 4: a School-assessed Coursework (SAC) plan for each assessment task in Units 3 and 4. |
| **What the VCAA is assessing** | A senior secondary education provider must be able to demonstrate that the format and conditions of tasks used for school-based assessment meet the requirements of the relevant VCE study design, the VCE assessment principles and the VCAA’s administrative requirements.  This is an aspect of the process to ensure that:   * the course is being delivered to the standards established by the VCAA * students are able to satisfactorily complete the course * there is consistent application of assessment criteria and practices * there are compliant processes in place to oversee the conduct of assessments. |
| **Compliance is measured against** | * VCE study design applicable for the year of delivery * [VCE assessment principles](https://www.vcaa.vic.edu.au/curriculum/vce/Pages/VCEPoliciesandGuidelines.aspx) * any additional documents as prescribed in the study design and located on the study’s webpage; e.g. VCAA Bulletin items * the VCE Administrative Handbook, particularly the section ‘Scored assessment: School-based Assessment’. |
| **Resources** | * [VCE Language study page](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) * [VCE assessment principles](https://www.vcaa.vic.edu.au/curriculum/vce/Pages/VCEPoliciesandGuidelines.aspx) * [VCE Administrative Handbook](https://www.vcaa.vic.edu.au/administration/vce-handbook/Pages/index.aspx) |

|  |
| --- |
| **Advice on completing these plans**  For Units 1–4: complete the Overview of prescribed themes, topics and suggested subtopics.  A curriculum delivery plan for Units 1 and 2 and Units 3 and 4 must be completed for each unit the senior secondary education provider is applying for permission to deliver. Use the template provided.  For **Units 3 and 4 only**: A School-assessed Coursework (SAC) plan must be completed for each SAC task planned for delivery in Units 3 and 4. If only Units 1 and 2 are being applied for, this plan does not need to be completed.  Senior secondary education providers that have established documentation in place; e.g., assessment tasks, are invited to attach these as appendices. |
| **Checklist**  Prior to submitting this document, ensure the following points are checked:  All the prescribed themes and topics are covered across Units 1–2 and then Units 3–4, as indicated in the tables (below).  In each unit of work, the set work includes examples from all the macro skills: listening, speaking, reading, writing and viewing.  In each unit of work, the set work relates to the key knowledge and the key skills for the outcome.  The set work clearly relates to the assessment task in each outcome.  The set work for each unit of work and outcome match the stated theme, topic and subtopic.  When the outcome task requires students to respond to stimulus text/s, the correct kind of text is indicated.  The correct study design is being used.  ***NOTE:*** *Please ensure that you use the study design that is accredited for the year that you plan to commence delivery.*  The correct outcomes, key knowledge and key skills are being taught and assessed.  Students have opportunity to demonstrate the key knowledge and key skills required to satisfactorily meet the requirements of each outcome within the units.  Assessment task types and requirements reflect the study design.  The conditions under which the task will be run are fair to all students.  Timing of assessment task/s and the time/s allocated to the task/s is fair.  Instructions provided to students about task/s are appropriate and clear.  Authentication management is appropriate. |

Overview of Prescribed Themes and Topics, and selected Subtopics: Units 1 and 2

|  |  |  |  |
| --- | --- | --- | --- |
| Unit and Outcome | Theme | Topic | Subtopic |
| **UNIT 1** | | | |
| Outcome 1 |  |  |  |
| Outcome 2 |  |  |  |
| Outcome 3 |  |  |  |
| **UNIT 2** | | | |
| Outcome 1 |  |  |  |
| Outcome 2 |  |  |  |
| Outcome 3 |  |  |  |

Overview of Prescribed Themes and Topics, and selected Subtopics: Units 3 and 4

**(The overview for Units 3 and 4 must also be completed, even if the submission is only for Units 1 and 2).**

|  |  |  |  |
| --- | --- | --- | --- |
| Unit and Outcome | Theme | Topic | Subtopic |
| **UNIT 3** | | | |
| Outcome 1 |  |  |  |
| Outcome 2 |  |  |  |
| Outcome 3 |  |  |  |
| **UNIT 4** | | | |
| Outcome 1 |  |  |  |
| Outcome 2 |  |  |  |
| Outcome 3 |  |  |  |

Units 1 and 2 Curriculum and Assessment delivery plan

The following curriculum delivery plan must be completed for each unit for which the senior secondary education provider is applying for permission to deliver.

Demonstration of achievement of outcomes and satisfactory completion of a unit are determined by evidence gained through the assessment of a range of set work and assessment tasks. Teachers must develop courses that provide appropriate opportunity for students to demonstrate satisfactory achievement of each outcome. The decision about satisfactory completion of a unit is distinct from the assessment of levels of achievement. Schools will report a student’s result for each unit to the VCAA as S (Satisfactory) or N (Not Satisfactory). In each VCE study, teachers and schools determine the assessment tasks to be used at Units 1 and 2.

|  |  |  |  |
| --- | --- | --- | --- |
| Curriculum and Assessment Plan | | | |
| **Unit 1, Outcome 1:** <insert outcome statement – see the VCE study design> | | | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome:** <insert as appropriate, e.g., The Individual; Aspirations, education and careers; career choices > | | | |
| **Anticipated teaching time allocation:** <insert as appropriate; e.g., Term 1 Week 1 – Term 1 Week 6> | | | |
| **Key knowledge:** <Select as appropriate. See the VCE study design> | **Key skills:** <Select as appropriate. See the VCE study design> | List and describe the set work that will be used to provide appropriate opportunity for students to demonstrate satisfactory achievement of the outcome. Please ensure that the set work covers all of the macro skills: listening, speaking, reading, writing and viewing.  Consider a range of resources when developing appropriate set work, e.g. Support Materials found on the [Languages](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) study page. | List and describe the assessment tasks that will be used to assess students’ level of achievement for this Outcome.  See the VCE study design.  Include an estimate of when each task will occur. E.g. Term 1 Week 6  Ensure that any activities directly sourced from a public resource are suitably modified and contextualised to your school/provider. |
|  |  |  |  |
| **Unit 1, Outcome 2:** <insert outcome statement – see the VCE study design> | | | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome:** <insert as appropriate, e.g., The Individual; Aspirations, education and careers; career choices > | | | |
| **Anticipated teaching time allocation:** <insert as appropriate; e.g., Term 1 Week 1 – Term 1 Week 6> | | | |
| **Key knowledge:** <Select as appropriate. See the VCE study design> | **Key skills:** <Select as appropriate. See the VCE study design> | List and describe the set work that will be used to provide appropriate opportunity for students to demonstrate satisfactory achievement of the outcome. Please ensure that the set work covers all of the macro skills: listening, speaking, reading, writing and viewing.  Consider a range of resources when developing appropriate set work, e.g. Support Materials found on the [Languages](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) study page. | List and describe the assessment tasks that will be used to assess students’ level of achievement for this Outcome.  See the VCE study design.  Include an estimate of when each task will occur. E.g. Term 1 Week 6  Ensure that any activities directly sourced from a public resource are suitably modified and contextualised to your school/provider. |
|  |  |  |  |
| **Unit 1, Outcome 3:** <insert outcome statement – see the VCE study design> | | | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome:** <insert as appropriate, e.g., The Individual; Aspirations, education and careers; career choices > | | | |
| **Anticipated teaching time allocation:** <insert as appropriate; e.g., Term 1 Week 1 – Term 1 Week 6> | | | |
| **Key knowledge:** <Select as appropriate. See the VCE study design> | **Key skills:** <Select as appropriate. See the VCE study design> | List and describe the set work that will be used to provide appropriate opportunity for students to demonstrate satisfactory achievement of the outcome. Please ensure that the set work covers all of the macro skills: listening, speaking, reading, writing and viewing.  Consider a range of resources when developing appropriate set work, e.g. Support Materials found on the [Languages](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) study page. | List and describe the assessment tasks that will be used to assess students’ level of achievement for this Outcome.  See the VCE study design.  Include an estimate of when each task will occur. E.g. Term 1 Week 6  Ensure that any activities directly sourced from a public resource are suitably modified and contextualised to your school/provider. |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Curriculum and Assessment Plan | | | |
| **Unit 2, Outcome 1:** <insert outcome statement – see the VCE study design> | | | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome:** <insert as appropriate, e.g., The Individual; Aspirations, education and careers; career choices > | | | |
| **Anticipated teaching time allocation:** <insert as appropriate; e.g., Term 1 Week 1 – Term 1 Week 6> | | | |
| **Key knowledge:** <Select as appropriate. See the VCE study design> | **Key skills:** <Select as appropriate. See the VCE study design> | List and describe the set work that will be used to provide appropriate opportunity for students to demonstrate satisfactory achievement of the outcome. Please ensure that the set work covers all of the macro skills: listening, speaking, reading, writing and viewing.  Consider a range of resources when developing appropriate set work, e.g. Support Materials found on the [Languages](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) study page. | List and describe the assessment tasks that will be used to assess students’ level of achievement for this Outcome.  See the VCE study design.  Include an estimate of when each task will occur. E.g. Term 1 Week 6  Ensure that any activities directly sourced from a public resource are suitably modified and contextualised to your school/provider. |
|  |  |  |  |
| **Unit 2, Outcome 2:** <insert outcome statement – see the VCE study design> | | | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome:** <insert as appropriate, e.g., The Individual; Aspirations, education and careers; career choices > | | | |
| **Anticipated teaching time allocation:** <insert as appropriate; e.g., Term 1 Week 1 – Term 1 Week 6> | | | |
| **Key knowledge:** <Select as appropriate. See the VCE study design> | **Key skills:** <Select as appropriate. See the VCE study design> | List and describe the set work that will be used to provide appropriate opportunity for students to demonstrate satisfactory achievement of the outcome. Please ensure that the set work covers all of the macro skills: listening, speaking, reading, writing and viewing.  Consider a range of resources when developing appropriate set work, e.g. Support Materials found on the [Languages](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) study page. | List and describe the assessment tasks that will be used to assess students’ level of achievement for this Outcome.  See the VCE study design.  Include an estimate of when each task will occur. E.g. Term 1 Week 6  Ensure that any activities directly sourced from a public resource are suitably modified and contextualised to your school/provider. |
|  |  |  |  |
| **Unit 2, Outcome 3:** <insert outcome statement – see the VCE study design> | | | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome:** <insert as appropriate, e.g., The Individual; Aspirations, education and careers; career choices > | | | |
| **Anticipated teaching time allocation:** <insert as appropriate; e.g., Term 1 Week 1 – Term 1 Week 6> | | | |
| **Key knowledge:** <Select as appropriate. See the VCE study design> | **Key skills:** <Select as appropriate. See the VCE study design> | List and describe the set work that will be used to provide appropriate opportunity for students to demonstrate satisfactory achievement of the outcome. Please ensure that the set work covers all of the macro skills: listening, speaking, reading, writing and viewing.  Consider a range of resources when developing appropriate set work, e.g. Support Materials found on the [Languages](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) study page. | List and describe the assessment tasks that will be used to assess students’ level of achievement for this Outcome.  See the VCE study design.  Include an estimate of when each task will occur. E.g. Term 1 Week 6  Ensure that any activities directly sourced from a public resource are suitably modified and contextualised to your school/provider. |
|  |  |  |  |

Units 3 and 4 Curriculum and Assessment delivery plan

The following curriculum delivery plan must be completed for each unit the senior secondary education provider is applying for permission to deliver.

Demonstration of achievement of outcomes and satisfactory completion of a unit are determined by evidence gained through the assessment of a range of set work and assessment tasks. Teachers must develop courses that provide appropriate opportunity for students to demonstrate satisfactory achievement of each outcome. The decision about satisfactory completion of a unit is distinct from the assessment of levels of achievement. Schools will report a student’s result for each unit to the VCAA as S (Satisfactory) or N (Not Satisfactory).

|  |  |  |  |
| --- | --- | --- | --- |
| Curriculum and Assessment Plan | | | |
| **Unit 3, Outcome 1:** <insert outcome statement – see the VCE study design> | | | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome:** <insert as appropriate, e.g., The Individual; Aspirations, education and careers; career choices > | | | |
| **Anticipated teaching time allocation:** <insert as appropriate; e.g., Term 1 Week 1 – Term 1 Week 6> | | | |
| **Key knowledge:** <Select as appropriate. See the VCE study design> | **Key skills:** <Select as appropriate. See the VCE study design> | List and describe the set work that will be used to provide appropriate opportunity for students to demonstrate satisfactory achievement of the outcome. Please ensure that the set work covers all of the macro skills: listening, speaking, reading, writing and viewing.  Consider a range of resources when developing appropriate set work, e.g. Support Materials found on the [Languages](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) study page. | List and describe the assessment tasks that will be used to assess students’ level of achievement for this Outcome.  See the VCE study design.  Include an estimate of when each task will occur. E.g. Term 1 Week 6  Ensure that any activities directly sourced from a public resource are suitably modified and contextualised to your school/provider. |
|  |  |  |  |
| **Unit 3, Outcome 2:** <insert outcome statement – see the VCE study design> | | | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome:** <insert as appropriate, e.g., The Individual; Aspirations, education and careers; career choices > | | | |
| **Anticipated teaching time allocation:** <insert as appropriate; e.g., Term 1 Week 1 – Term 1 Week 6> | | | |
| **Key knowledge:** <Select as appropriate. See the VCE study design> | **Key skills:** <Select as appropriate. See the VCE study design> | List and describe the set work that will be used to provide appropriate opportunity for students to demonstrate satisfactory achievement of the outcome. Please ensure that the set work covers all of the macro skills: listening, speaking, reading, writing and viewing.  Consider a range of resources when developing appropriate set work, e.g. Support Materials found on the [Languages](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) study page. | List and describe the assessment tasks that will be used to assess students’ level of achievement for this Outcome.  See the VCE study design.  Include an estimate of when each task will occur. E.g. Term 1 Week 6  Ensure that any activities directly sourced from a public resource are suitably modified and contextualised to your school/provider. |
|  |  |  |  |
| **Unit 3, Outcome 3:** <insert outcome statement – see the VCE study design> | | | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome:** <insert as appropriate, e.g., The Individual; Aspirations, education and careers; career choices > | | | |
| **Anticipated teaching time allocation:** <insert as appropriate; e.g., Term 1 Week 1 – Term 1 Week 6> | | | |
| **Key knowledge:** <Select as appropriate. See the VCE study design> | **Key skills:** <Select as appropriate. See the VCE study design> | List and describe the set work that will be used to provide appropriate opportunity for students to demonstrate satisfactory achievement of the outcome. Please ensure that the set work covers all of the macro skills: listening, speaking, reading, writing and viewing.  Consider a range of resources when developing appropriate set work, e.g. Support Materials found on the [Languages](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) study page. | List and describe the assessment tasks that will be used to assess students’ level of achievement for this Outcome.  See the VCE study design.  Include an estimate of when each task will occur. E.g. Term 1 Week 6  Ensure that any activities directly sourced from a public resource are suitably modified and contextualised to your school/provider. |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Curriculum and Assessment Plan | | | |
| **Unit 4, Outcome 1:** <insert outcome statement – see the VCE study design> | | | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome:** <insert as appropriate, e.g., The Individual; Aspirations, education and careers; career choices > | | | |
| **Anticipated teaching time allocation:** <insert as appropriate; e.g., Term 1 Week 1 – Term 1 Week 6> | | | |
| **Key knowledge:** <Select as appropriate. See the VCE study design> | **Key skills:** <Select as appropriate. See the VCE study design> | List and describe the set work that will be used to provide appropriate opportunity for students to demonstrate satisfactory achievement of the outcome. Please ensure that the set work covers all of the macro skills: listening, speaking, reading, writing and viewing.  Consider a range of resources when developing appropriate set work, e.g. Support Materials found on the [Languages](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) study page. | List and describe the assessment tasks that will be used to assess students’ level of achievement for this Outcome.  See the VCE study design.  Include an estimate of when each task will occur. E.g. Term 1 Week 6  Ensure that any activities directly sourced from a public resource are suitably modified and contextualised to your school/provider. |
|  |  |  |  |
| **Unit 4, Outcome 2:** <insert outcome statement – see the VCE study design> | | | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome:** <insert as appropriate, e.g., The Individual; Aspirations, education and careers; career choices > | | | |
| **Anticipated teaching time allocation:** <insert as appropriate; e.g., Term 1 Week 1 – Term 1 Week 6> | | | |
| **Key knowledge:** <Select as appropriate. See the VCE study design> | **Key skills:** <Select as appropriate. See the VCE study design> | List and describe the set work that will be used to provide appropriate opportunity for students to demonstrate satisfactory achievement of the outcome. Please ensure that the set work covers all of the macro skills: listening, speaking, reading, writing and viewing.  Consider a range of resources when developing appropriate set work, e.g. Support Materials found on the [Languages](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) study page. | List and describe the assessment tasks that will be used to assess students’ level of achievement for this Outcome.  See the VCE study design.  Include an estimate of when each task will occur. E.g. Term 1 Week 6  Ensure that any activities directly sourced from a public resource are suitably modified and contextualised to your school/provider. |
|  |  |  |  |
| **Unit 4, Outcome 3:** <insert outcome statement – see the VCE study design> | | | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome:** <insert as appropriate, e.g., The Individual; Aspirations, education and careers; career choices > | | | |
| **Anticipated teaching time allocation:** <insert as appropriate; e.g., Term 1 Week 1 – Term 1 Week 6> | | | |
| **Key knowledge:** <Select as appropriate. See the VCE study design> | **Key skills:** <Select as appropriate. See the VCE study design> | List and describe the set work that will be used to provide appropriate opportunity for students to demonstrate satisfactory achievement of the outcome. Please ensure that the set work covers all of the macro skills: listening, speaking, reading, writing and viewing.  Consider a range of resources when developing appropriate set work, e.g. Support Materials found on the [Languages](https://www.vcaa.vic.edu.au/curriculum/vce/vce-study-designs/Pages/languages.aspx) study page. | List and describe the assessment tasks that will be used to assess students’ level of achievement for this Outcome.  See the VCE study design.  Include an estimate of when each task will occur. E.g. Term 1 Week 6  Ensure that any activities directly sourced from a public resource are suitably modified and contextualised to your school/provider. |
|  |  |  |  |

Units 3 and 4 School-assessed Coursework (SAC) plan

School-based assessment tasks must be those set out in the relevant VCE study design. The specified school-based assessment tasks in Units 3 and 4 VCE Second Language studies are SAC tasks.

|  |  |  |
| --- | --- | --- |
| **Unit /Title** | **Unit 3: Area of Study 1** | |
| **Outcome statement** |  | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome** |  | |
| **List the specific key knowledge and key skills being assessed by this SAC task** | **Key Knowledge:** | **Key Skills:** |
| **Approximate timing of assessment**  *(E.g., Term 1, Week 4)* |  | |
| **Assessment Task**  *Refer to the VCE study design for details of the prescribed assessment task for this outcome* |  | |
| **Assessment Task Description**  *Briefly describe how the task will be structured and administered*   * *How will the task be constructed? E.g., the task will be constructed as a set of x number of short and x number of extended response questions.* * *How will the task be designed? What stimulus materials will be used? E.g., students respond to stimulus materials based on contemporary material.* * *How will the task cater for a range of high, medium and low responses? E.g., use of command terms that require a range of lower to higher order thinking* |  | |
| **Assessment Task Instructions and Conditions**  *Provide details of what instructions will be given to students about the SAC task (for example, what is printed on the SAC cover sheet), including:*   * *the conditions under which the SAC will be run* * *time allocation (reading time, writing time length in minutes)* * *the permitted materials.* |  | |
| **Adherence to the** [**VCE assessment principles**](https://www.vcaa.vic.edu.au/Documents/vce/VCE_assessment_principles.docx)  *Provide details of how the task plans to adhere to the* [*VCE assessment principle*](https://www.vcaa.vic.edu.au/Documents/vce/VCE_assessment_principles.docx)*s.*  *For example,*   * *how the SAC task is valid and reasonable* * *how the SAC task is equitable* * *how the SAC task is balanced* * *how the SAC task is efficient* |  | |
| **Authentication measures:**  How will it be ensured that student work can be authenticated for this task?  *For example,*   * *how the school will ensure that all student work is the work of the student* * *what measures are in place related to use of notes, cue cards, drafts created during class time, dictionaries, or other materials,* * *whether and how students are supervised before and during a role play task to ensure that students who have completed the task are not able to assist students who are yet to complete the task.*   If there will be multiple classes of this study, include information on how authentication of student work will be managed.  If materials available in the public domain will be used to create assessment tasks (e.g. commercially produced tasks or past VCAA papers), explain how the materials will be modified to ensure student work can be authenticated. |  | |
| **Assessment Tools**  ***Example****: VCAA performance descriptors, modified VCAA performance descriptors, commercially developed marking guide, school-developed marking guide.* |  | |

Units 3 and 4 School-assessed Coursework (SAC) plan

School-based assessment tasks must be those set out in the relevant VCE study design. The specified school-based assessment tasks in Units 3 and 4 VCE Second Language studies are SAC tasks.

|  |  |  |
| --- | --- | --- |
| **Unit /Title** | **Unit 3: Area of Study 2** | |
| **Outcome statement** |  | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome** |  | |
| **List the specific key knowledge and key skills being assessed by this SAC task** | **Key Knowledge:** | **Key Skills:** |
| **Approximate timing of assessment:**  *(E.g., Term 1, Week 4)* |  | |
| **Assessment Task**  *Refer to the VCE study design for details of the prescribed assessment task for this outcome* |  | |
| **Assessment Task Description**  *Briefly describe how the task will be structured and administered*   * *How will the task be constructed? E.g., the task will be constructed as a set of x number of short and x number of extended response questions.* * *How will the task be designed? What stimulus materials will be used? E.g., students respond to stimulus materials based on contemporary material.* * *How will the task cater for a range of high, medium and low responses? E.g., use of command terms that require a range of lower to higher order thinking* |  | |
| **Assessment Task Instructions and Conditions**  *Provide details of what instructions will be given to students about the SAC task (for example, what is printed on the SAC cover sheet), including:*   * *the conditions under which the SAC will be run* * *time allocation (reading time, writing time length in minutes)* * *the permitted materials.* |  | |
| **Adherence to the VCE Assessment Principles**  *Provide details of how the task plans to adhere to the* [*VCE assessment principles.*](https://www.vcaa.vic.edu.au/curriculum/vce/Pages/VCEPoliciesandGuidelines.aspx)  *For example,*   * *how the SAC task is valid and reasonable* * *how the SAC task is equitable* * *how the SAC task is balanced* * *how the SAC task is efficient* |  | |
| **Authentication measures:**  How will it be ensured that student work can be authenticated for this task?  *For example,*   * *how the school will ensure that all student work is the work of the student* * *what measures are in place related to use of notes, cue cards, drafts created during class time, dictionaries, or other materials,* * *whether and how students are supervised before and during a role play task to ensure that students who have completed the task are not able to assist students who are yet to complete the task.*   If there will be multiple classes of this study, include information on how authentication of student work will be managed.  If materials available in the public domain will be used to create assessment tasks (e.g. commercially produced tasks or past VCAA papers), explain how the materials will be modified to ensure student work can be authenticated. |  | |
| **Assessment Tools**  ***Example****: VCAA performance descriptors, modified VCAA performance descriptors, commercially developed marking guide, school-developed marking guide.* |  | |

Units 3 and 4 School-assessed Coursework (SAC) plan

School-based assessment tasks must be those set out in the relevant VCE study design. The specified school-based assessment tasks in Units 3 and 4 VCE Second Language studies are SAC tasks.

|  |  |  |
| --- | --- | --- |
| **Unit /Title** | **Unit 3: Area of Study 3** | |
| **Outcome statement** |  | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome** |  | |
| **List the specific key knowledge and key skills being assessed by this SAC task** | **Key Knowledge:** | **Key Skills:** |
| **Approximate timing of assessment:**  *(E.g., Term 1, Week 4)* |  | |
| **Assessment Task**  *Refer to the VCE study design for details of the prescribed assessment task for this outcome* |  | |
| **Assessment Task Description**  *Briefly describe how the task will be structured and administered*   * *How will the task be constructed? E.g., the task will be constructed as a set of x number of short and x number of extended response questions.* * *How will the task be designed? What stimulus materials will be used? E.g., students respond to stimulus materials based on contemporary material.* * *How will the task cater for a range of high, medium and low responses? E.g., use of command terms that require a range of lower to higher order thinking* |  | |
| **Assessment Task Instructions and Conditions**  *Provide details of what instructions will be given to students about the SAC task (for example, what is printed on the SAC cover sheet), including:*   * *the conditions under which the SAC will be run* * *time allocation (reading time, writing time length in minutes)* * *the permitted materials.* |  | |
| **Adherence to the VCE Assessment Principles**  *Provide details of how the task plans to adhere to the* [*VCE assessment principles.*](https://www.vcaa.vic.edu.au/curriculum/vce/Pages/VCEPoliciesandGuidelines.aspx)  *For example,*   * *how the SAC task is valid and reasonable* * *how the SAC task is equitable* * *how the SAC task is balanced* * *how the SAC task is efficient* |  | |
| **Authentication measures:**  How will it be ensured that student work can be authenticated for this task?  *For example,*   * *how the school will ensure that all student work is the work of the student* * *what measures are in place related to use of notes, cue cards, drafts created during class time, dictionaries or other materials,* * *whether and how students are supervised before and during a role play task to ensure that students who have completed the task are not able to assist students who are yet to complete the task.*   If there will be multiple classes of this study, include information on how authentication of student work will be managed.  If materials available in the public domain will be used to create assessment tasks (e.g. commercially produced tasks or past VCAA papers), explain how the materials will be modified to ensure student work can be authenticated. |  | |
| **Assessment Tools**  ***Example****: VCAA performance descriptors, modified VCAA performance descriptors, commercially developed marking guide, school-developed marking guide.* |  | |

Units 3 and 4 School-assessed Coursework (SAC) plan

School-based assessment tasks must be those set out in the relevant VCE study design. The specified school-based assessment tasks in Units 3 and 4 VCE Second Language studies are SAC tasks.

|  |  |  |
| --- | --- | --- |
| **Unit /Title** | **Unit 4: Area of Study 1** | |
| **Outcome statement** |  | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome** |  | |
| **List the specific key knowledge and key skills being assessed by this SAC task** | **Key Knowledge:** | **Key Skills:** |
| **Approximate timing of assessment:**  *(E.g., Term 1, Week 4)* |  | |
| **Assessment Task**  *Refer to the VCE study design for details of the prescribed assessment task for this outcome* |  | |
| **Assessment Task Description**  *Briefly describe how the task will be structured and administered*   * *How will the task be constructed? E.g., the task will be constructed as a set of x number of short and x number of extended response questions.* * *How will the task be designed? What stimulus materials will be used? E.g., students respond to stimulus materials based on contemporary material.* * *How will the task cater for a range of high, medium and low responses? E.g., use of command terms that require a range of lower to higher order thinking* |  | |
| **Assessment Task Instructions and Conditions**  *Provide details of what instructions will be given to students about the SAC task (for example, what is printed on the SAC cover sheet), including:*   * *the conditions under which the SAC will be run* * *time allocation (reading time, writing time length in minutes)* * *the permitted materials.* |  | |
| **Adherence to the VCE Assessment Principles**  *Provide details of how the task plans to adhere to the* [*VCE assessment principles.*](https://www.vcaa.vic.edu.au/curriculum/vce/Pages/VCEPoliciesandGuidelines.aspx)  *For example,*   * *how the SAC task is valid and reasonable* * *how the SAC task is equitable* * *how the SAC task is balanced* * *how the SAC task is efficient* |  | |
| **Authentication measures:**  How will it be ensured that student work can be authenticated for this task?  *For example,*   * *how the school will ensure that all student work is the work of the student* * *what measures are in place related to use of notes, cue cards, drafts created during class time, dictionaries, or other materials,* * *whether and how students are supervised before and during a role play task to ensure that students who have completed the task are not able to assist students who are yet to complete the task.*   If there will be multiple classes of this study, include information on how authentication of student work will be managed.  If materials available in the public domain will be used to create assessment tasks (e.g. commercially produced tasks or past VCAA papers), explain how the materials will be modified to ensure student work can be authenticated. |  | |
| **Assessment Tools**  ***Example****: VCAA performance descriptors, modified VCAA performance descriptors, commercially developed marking guide, school-developed marking guide.* |  | |

Units 3 and 4 School-assessed Coursework (SAC) plan

School-based assessment tasks must be those set out in the relevant VCE study design. The specified school-based assessment tasks in Units 3 and 4 VCE Second Language studies are SAC tasks.

|  |  |  |
| --- | --- | --- |
| **Unit /Title** | **Unit 4: Area of Study 2** | |
| **Outcome statement** |  | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome** |  | |
| **List the specific key knowledge and key skills being assessed by this SAC task** | **Key Knowledge:** | **Key Skills:** |
| **Approximate timing of assessment:**  *(E.g., Term 1, Week 4)* |  | |
| **Assessment Task**  *Refer to the VCE study design for details of the prescribed assessment task for this outcome* |  | |
| **Assessment Task Description**  *Briefly describe how the task will be structured and administered*   * *How will the task be constructed? E.g., the task will be constructed as a set of x number of short and x number of extended response questions.* * *How will the task be designed? What stimulus materials will be used? E.g., students respond to stimulus materials based on contemporary material.* * *How will the task cater for a range of high, medium and low responses? E.g., use of command terms that require a range of lower to higher order thinking* |  | |
| **Assessment Task Instructions and Conditions**  *Provide details of what instructions will be given to students about the SAC task (for example, what is printed on the SAC cover sheet), including:*   * *the conditions under which the SAC will be run* * *time allocation (reading time, writing time length in minutes)* * *the permitted materials.* |  | |
| **Adherence to the VCE Assessment Principles**  *Provide details of how the task plans to adhere to the* [*VCE assessment principles.*](https://www.vcaa.vic.edu.au/curriculum/vce/Pages/VCEPoliciesandGuidelines.aspx)  *For example,*   * *how the SAC task is valid and reasonable* * *how the SAC task is equitable* * *how the SAC task is balanced* * *how the SAC task is efficient* |  | |
| **Authentication measures:**  How will it be ensured that student work can be authenticated for this task?  *For example,*   * *how the school will ensure that all student work is the work of the student* * *what measures are in place related to use of notes, cue cards, drafts created during class time, dictionaries, or other materials,* * *whether and how students are supervised before and during a role play task to ensure that students who have completed the task are not able to assist students who are yet to complete the task.*   If there will be multiple classes of this study, include information on how authentication of student work will be managed.  If materials available in the public domain will be used to create assessment tasks (e.g. commercially produced tasks or past VCAA papers), explain how the materials will be modified to ensure student work can be authenticated. |  | |
| **Assessment Tools**  ***Example****: VCAA performance descriptors, modified VCAA performance descriptors, commercially developed marking guide, school-developed marking guide.* |  | |

Units 3 and 4 School-assessed Coursework (SAC) plan

School-based assessment tasks must be those set out in the relevant VCE study design. The specified school-based assessment tasks in Units 3 and 4 VCE Second Language studies are SAC tasks.

|  |  |  |
| --- | --- | --- |
| **Unit /Title** | **Unit 4: Area of Study 3** | |
| **Outcome statement** |  | |
| **Theme, topic and subtopic selected for teaching and assessing this Outcome** |  | |
| **List the specific key knowledge and key skills being assessed by this SAC task** | **Key Knowledge:** | **Key Skills:** |
| **Approximate timing of assessment:**  *(E.g., Term 1, Week 4)* |  | |
| **Assessment Task**  *Refer to the VCE study design for details of the prescribed assessment task for this outcome* |  | |
| **Assessment Task Description**  *Briefly describe how the task will be structured and administered*   * *How will the task be constructed? E.g., the task will be constructed as a set of x number of short and x number of extended response questions.* * *How will the task be designed? What stimulus materials will be used? E.g., students respond to stimulus materials based on contemporary material.* * *How will the task cater for a range of high, medium and low responses? E.g., use of command terms that require a range of lower to higher order thinking* |  | |
| **Assessment Task Instructions and Conditions**  *Provide details of what instructions will be given to students about the SAC task (for example, what is printed on the SAC cover sheet), including:*   * *the conditions under which the SAC will be run* * *time allocation (reading time, writing time length in minutes)* * *the permitted materials.* |  | |
| **Adherence to the VCE Assessment Principles**  *Provide details of how the task plans to adhere to the* [*VCE assessment principles.*](https://www.vcaa.vic.edu.au/curriculum/vce/Pages/VCEPoliciesandGuidelines.aspx)  *For example,*   * *how the SAC task is valid and reasonable* * *how the SAC task is equitable* * *how the SAC task is balanced* * *how the SAC task is efficient* |  | |
| **Authentication measures:**  How will it be ensured that student work can be authenticated for this task?  *For example,*   * *how the school will ensure that all student work is the work of the student* * *what measures are in place related to use of notes, cue cards, drafts created during class time, dictionaries, or other materials,* * *whether and how students are supervised before and during a role play task to ensure that students who have completed the task are not able to assist students who are yet to complete the task.*   If there will be multiple classes of this study, include information on how authentication of student work will be managed.  If materials available in the public domain will be used to create assessment tasks (e.g. commercially produced tasks or past VCAA papers), explain how the materials will be modified to ensure student work can be authenticated. |  | |
| **Assessment Tools**  ***Example****: VCAA performance descriptors, modified VCAA performance descriptors, commercially developed marking guide, school-developed marking guide.* |  | |