Workplace Learning Record

VCE VET Dance



CUA20113 Certificate II in Dance

**Student name**:

Modification history

|  |  |  |  |
| --- | --- | --- | --- |
| Version | Status | Release Date | Comments |
| 1.0 | Current | January 2020 | Original document with minor updates |

Authorised and published by the Victorian Curriculum and Assessment Authority  
Level 7, 2 Lonsdale Street  
Melbourne VIC 3000

ISBN: 978-1-925676-49-5

© Victorian Curriculum and Assessment Authority 2017

No part of this publication may be reproduced except as specified under the *Copyright Act 1968* or by permission from the VCAA. Excepting third-party elements, schools may use this resource in accordance with the [VCAA educational allowance](https://www.vcaa.vic.edu.au/Footer/Pages/Copyright.aspx#schools). For more information go to: [www.vcaa.vic.edu.au/Footer/Pages/Copyright.aspx](https://www.vcaa.vic.edu.au/Footer/Pages/Copyright.aspx).

The VCAA provides the only official, up-to-date versions of VCAA publications. Details of updates can be found on the VCAA website: [www.vcaa.vic.edu.au](https://www.vcaa.vic.edu.au/Pages/HomePage.aspx).

This publication may contain copyright material belonging to a third party. Every effort has been made to contact all copyright owners. If you believe that material in this publication is an infringement of your copyright, please email the Copyright Officer: [vcaa.copyright@edumail.vic.gov.au](mailto:vcaa.copyright@edumail.vic.gov.au)

Copyright in materials appearing at any sites linked to this document rests with the copyright owner/s of those materials, subject to the Copyright Act. The VCAA recommends you refer to copyright statements at linked sites before using such materials.

The VCAA logo is a registered trademark of the Victorian Curriculum and Assessment Authority.

SWL Recognition

Structured Workplace Learning (SWL) recognition provides you with the opportunity to gain credit into your VCE or VCAL for undertaking SWL that matches your VCE VET program.

To receive recognition and credit, you will be required to reflect on your experience in the workplace and how this relates to your VET course. Your reflections are to be recorded in the three sections of this Workplace Learning Record (WLR).

About this workplace learning record

This WLR helps you gather evidence for assessment and is part of the requirement for obtaining SWL recognition.

To be eligible for one unit of credit towards your VCE or VCAL, you must:

* be enrolled in a minimum of 180 nominal hours of units of competency (UoCs) from the CUA20113 Certificate II in Dance
* undertake a minimum of 80 hours (equivalent to 10 days of work) in a dance industry placement
* reflect on a minimum of six UoCs from your program including the WHS UoC (CUAWHS101 — see page 8).

VCE VET Dance

CUA20113 Certificate II in Dance

The VCE VET Dance program is drawn from a national training package and offers portable qualifications which are recognised throughout Australia. These qualifications provide students with a broad range of skills and knowledge to pursue a career or further training in sectors of the entertainment industry.

The CUA20113 Certificate II in Dance, with selected units of competency from the CUA30113 Certificate III in Dance, is a preparatory qualification that allows learners to develop basic technical skills and knowledge to prepare for work in the live performance industry.

Specifically a graduate of this course may learn the skills needed for:

* developing dance technique
* preparing for performance
* developing physical conditioning for dance performance
* sustainable work practices
* working effectively with others.

Job roles may include:

* trainee dancer (contemporary)
* trainee dancer (musical theatre)
* trainee indigenous dancer
* entertainer.

Workplace Learning Record

The WLR is divided into three sections.

**Section 1**: Learner profile

**Section 2**: Learning about VET UoCs in the workplace

**Section 3**: Post-placement reflections

Please complete the details of your workplace.

|  |  |
| --- | --- |
| Employer/Company/Business |  |
| Supervisor name |  |
| Contact phone number |  |

|  |  |
| --- | --- |
| Employer/Company/Business |  |
| Supervisor name |  |
| Contact phone number |  |

|  |  |
| --- | --- |
| Employer/Company/Business |  |
| Supervisor name |  |
| Contact phone number |  |

Section 1: Learner profile

Complete the Learner profile and discuss this with your host employer on or before your first day of placement.

|  |  |
| --- | --- |
| **Name** |  |
| **School** |  |
| **Contact information** |  |

Within your VCE/VCAL why did you undertake this VET course?

|  |
| --- |
|  |

What VCE/VCAL subjects are you also undertaking?

|  |
| --- |
|  |

Why have you chosen this overall VCE/VCAL program?

|  |
| --- |
|  |

Program outline

CUA20113 Certificate II in Dance

UoCs included in this program are listed below. There are compulsory UoCs, along with a selection of electives. You can make a note of any UoC that relates to your experiences in the workplace. Indicate the year you are undertaking each UoC.

|  |  |  |  |
| --- | --- | --- | --- |
| Unit code | Unit of Competency | Year | Page |
| **VCE VET Units 1–2** | | | |
| **Compulsory** | | | |
| CUAWHS101 | Follow safe dance practices |  | 8 |
| BSBWOR203 | Work effectively with others |  | 9 |
| CUADAN201 | Develop basic dance techniques |  | 10 |
| CUAWHS201 | Develop a basic level of physical condition for dance performance |  | 11 |
| **Electives** | | | |
| CUADAN203 | Perform basic jazz dance technique |  | 12 |
| CUADAN206 | Perform basic ballet technique |  | 13 |
| **VCE VET Units 3–4** | | | |
| **Compulsory** | | | |
| CUAPRF201 | Prepare for performances |  | 14 |
| CUADAN202 | Incorporate artistic expression into basic dance performances |  | 15 |
| CUAIND201 | Develop and apply creative arts industry knowledge |  | 16 |
| CUAPRF304 | Develop audition techniques |  | 17 |
| **Electives** | | | |
| CUADAN305 | Increase depth of jazz dance technique |  | 18 |
| CUADAN306 | Increase depth of ballet dance technique |  | 19 |

List any other units you are undertaking and include comments regarding additional units on page 20.

What interests you about the industry?

|  |
| --- |
|  |

What is your planned career path or future career aspiration?

|  |
| --- |
|  |

Describe any workplace skills you have developed through previous work experience, SWL or part time employment?

|  |
| --- |
|  |

Section 2: Learning about VET units of competency in the workplace

This workplace learning record contains three key questions per UoC designed to draw out related experiences you may be exposed to in an entertainment industry workplace.

This does not cover all the elements or performance criteria within the units and is not designed as a UoC assessment tool.

You should comment on the units you’ve experienced in the workplace, and reflect on actual observations or activities that you have been exposed to. Your observations will:

* reinforce the training you have undertaken
* identify differences in practice or equipment
* identify areas requiring further training or practical experience.

You are encouraged to take photos and/or video where appropriate to showcase learning in the workplace. Evidence you collect can include:

* observations
* descriptions of activities and tasks
* conversations with employers and other staff
* participation in meetings
* workplace documents
* research in the workplace
* photos of equipment/processes/events
* video of workplace activities.

**Note**: please speak to your host employer before taking photos or video. This record does not require identifying actual people or events, as this may breach confidentiality.

VCE VET units of competency

CUAWHS101 Follow safe dance practices

This unit describes the performance outcomes, skills and knowledge required to build a safe and healthy career in the live performance industry. At this level individuals are learning about and applying safe dance practice in classes, rehearsals and performances under the supervision of experienced dancers and dance teachers.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| Describe the warm-up and warm-down exercises observed in the workplace. |  |
| Describe a common safety hazard observed in a dance performance area or space/venue, and how the hazards was reported. |  |
| Identify the cause of common dance injuries and the assistance available to overcome injuries provided in the workplace. |  |

BSBWOR203 Work effectively with others

This unit describes the skills and knowledge required to work cooperatively with others and deal effectively with issues, problems and conflict.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| How did you develop effective workplace relationships? |  |
| How did you support team members to ensure that the workplace goals were met? |  |
| In your observations, how were issues problems and conflicts dealt with in the workplace? |  |

CUADAN201 Develop basic dance practices

This unit describes the performance outcomes, skills and knowledge required to develop basic dance techniques for a limited range of styles under the supervision of a teacher.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| Describe the appropriate practice clothing and footwear worn in the workplace. |  |
| How did you seek feedback in the workplace on basic dance techniques, and ways to improve your dance techniques? |  |
| Describe the warm-down exercises after dance activities. |  |

CUAWHS201 Develop a basic level of physical condition for dance performance

This unit describes the performance outcomes, skills and knowledge required by dancers and dance students to plan and implement a basic fitness regime. Training to build strength, flexibility and stamina is a vital aspect of a dancer’s daily routine. At this level, exercises are usually undertaken with supervision and guidance in dance or fitness studios, or gyms.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| What was the process in the workplace for reviewing and adjusting a dancer’s fitness regime? |  |
| What exercises did you observe in the workplace for improving muscular flexibility? |  |
| Describe the nutrition principles you observed in the workplace. |  |

CUADAN203 Perform basic jazz technique

This unit describes the performance outcomes, skills and knowledge required to review jazz dance as an art form and to perform basic jazz dance techniques for small audiences. At this level basic jazz dance techniques are applied under the supervision of experienced dancers and dance teachers.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| What directions did you follow in the workplace relating to performing short dance routines? |  |
| Outline some jazz dance terminology that you observed in the workplace. |  |
| Describe how you received feedback on your own performance and how you responded to the feedback. |  |

CUADAN206 Perform basic ballet technique

This unit describes the performance outcomes, skills and knowledge to review ballet as an art form and to perform basic ballet techniques for small audiences. At this level basic ballet techniques are applied under the supervision of experienced dancers and dance teachers.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| What common terminology was used in the workplace to describe ballet movements and exercises? |  |
| Describe the safe dance practices followed in the workplace to prevent injury to self and others. |  |
| Describe how props were used effectively in the workplace. |  |

CUAPRF201 Prepare for performances

This unit describes the performance outcomes, skills and knowledge required to prepare to perform at a basic level before audiences in contexts as varied as small and large entertainment venues, street festivals, corporate functions and community events.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| Describe the causes of performance anxiety observed in the workplace, and a strategy used to overcome performance anxiety. |  |
| Describe the methods used in the workplace to maintain physical and psychological conditioning for performances. |  |
| In the workplace how did you communicate effectively with others about practice sessions and rehearsals? |  |

CUADAN202 Incorporate artistic expression into basic dance performances

This unit describes the performance outcomes, skills and knowledge required to incorporate artistic expression into basic dance performances under the supervision of experienced dancers and dance teachers. This unit applies to persons with some practical experience dancing with a partner or as members of a group in any dance style or genre. Performances would usually be for small audiences.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| How did you demonstrate elements of dance sequences when rehearsing for performances? |  |
| How did you manage to maintain concentration and focus during performances? |  |
| Describe how you were able to obtain feedback from others about ways to improve artistic expression in the dance performances. |  |

CUAIND201 Develop and apply creative arts industry knowledge

This unit describes the skills and knowledge required to develop and apply basic creative arts industry knowledge to industry practices, including industry structures and operations, employment obligations and opportunities, the impact of new technology, and identification of industry laws and regulations.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| Describe how technology was used in the workplace.  Describe how you were able to keep informed on emerging technologies. |  |
| Outline the range of occupations observed in the workplace. |  |
| In the workplace, describe two laws relating to the industry that you were made aware of or observed. |  |

CUAPRF304 Develop audition techniques

This unit describes the performance outcomes, skills and knowledge required to develop and apply an understanding of the audition process in the live performance industry.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| What audition process and requirements did you observe in the workplace? |  |
| How was the outcome/result of the audition communicated in the workplace? |  |
| What relaxation techniques did you use/observe to overcome performance anxiety? |  |

CUADAN305 Increase depth of jazz dance technique

This unit describes the performance outcomes, skills and knowledge required to consolidate basic jazz dance technique to achieve a greater depth of expression in performances.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| Describe conditioning goals set to improve own dance technique. |  |
| Outline the main warm-up and warm-down activities observed. |  |
| In the workplace how were musicality, rhythm and timing incorporated in a basic jazz technique? |  |

CUADAN306 Increase depth of ballet dance technique

This unit describes the performance outcomes, skills and knowledge required to consolidate basic ballet dance technique to achieve a greater depth of expression in performances.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| Describe a range of techniques observed to improve stamina, strength and flexibility. |  |
| Outline the spatial awareness in basic ballet dance movements observed in the workplace. |  |
| In the workplace how do dancers maintain up to date knowledge of ballet history and dance terminology? |  |

Comments/observations on any other unit(s) of competency not listed

|  |  |
| --- | --- |
| **Unit(s)** | **Comments/observations** |
|  |  |

Section 3: Student post-placement reflection

Employability skills are a set of eight skills we use every day in the workplace.

1. Communication
2. Team work
3. Problem solving
4. Self-management
5. Planning and organising
6. Technology
7. Learning
8. Initiative and enterprise

When you are on work placement, you will be using employability skills in many different ways.

This record will assist you when applying for jobs and in interviews. The skills you are developing may be transferred to a range of occupations. Assessment of SWL recognition is based on a discussion of each of the sections from this booklet with a school representative.

In Section 3, identify the employability skills you have used and how you have demonstrated them in the workplace. Identify how the skills you have acquired and used during your 80 hours of SWL might assist you in the future.

List of employability skills

How did you demonstrate **communication skills**? For example, by listening and understanding, speaking clearly and directly or reading and writing.

|  |
| --- |
|  |

How did you demonstrate **team work**? For example, by working as part of a team or sharing ideas and resources with co-workers.

|  |
| --- |
|  |

How did you demonstrate **problem solving**? For example, by identifying problems or developing solutions to workplace issues.

|  |
| --- |
|  |

How did you demonstrate **self-management**? For example, by taking responsibility, managing time and tasks effectively, monitoring your own performance or having the ability to work unsupervised.

|  |
| --- |
|  |

How did you demonstrate **planning and organising**? For example, by time management, setting priorities, making decisions, setting goals, collecting or analysing and organising information.

|  |
| --- |
|  |

How did you demonstrate the use of **technology**? For example, by being prepared to use a range of technology systems, IT skills (typing or data entry) or being able to learn new skills from the technology used in this industry.

|  |
| --- |
|  |

How did you demonstrate **learning**? For example, by being willing to learn new things, being open to new ideas or adapting to change.

|  |
| --- |
|  |

How did you demonstrate **initiative and enterprise**? For example, being creative, adapting to new situations, turning ideas into actions, coming up with a variety of options.

|  |
| --- |
|  |

Summary of industry learning

At the conclusion of your SWL for this VET Qualification, think about the experiences you have had in the workplace, your reflection of learning against the UoCs and the employability skills you have developed.

How will these learnings assist you in your pathway to employment or further training in this industry?

|  |
| --- |
|  |

Student declaration

I confirm that I have undertaken work placement with:

|  |  |
| --- | --- |
| **Employer/Company/Business name** | **Total hours of placement** |
|  |  |
|  |  |
|  |  |
| **TOTAL** |  |

I have completed the reflections and evidence submitted in this WLR and they are from my own experiences.

**Signed** (Student)

**Name** (Block letters)

**Date**