



SAMPLE ASSESSMENT TASKS

ENGLISH
PRELIMINARY UNIT 3 AND UNIT 4

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Any resources such as texts, websites and so on that may be referred to in this document are provided as examples of resources that teachers can use to support their learning programs. Their inclusion does not imply that they are mandatory or that they are the only resources relevant to the course.

Sample assessment task

English – Preliminary

Task 3 – Unit 3

Conditions

Period allowed for completion of the task: 4 weeks

Due Semester 1 Week 15

Task 3: Role play

You will participate in a range of role plays based on job-readiness scenarios such as consequences of being late, missing work or calling in sick as an excuse; avoiding non-work talk or dealing with personal business at work. You are presented with different situations to develop a course of action: ‘What would you do in this situation?’ You need to consider whether your decision would be the most appropriate course of action. You will also complete a peer evaluation sheet.

For this task you will need to:

- use appropriate vocabulary, facial expressions and body language in the role plays
- create, interpret and respond to questions in role play
- adapt communication to suit audiences
- retell ideas or information
- reflect on oral performance.

Your progress in this task will be documented in the following ways:

- brainstorming worksheet on selected scenarios
- teacher observations on language and expressive skills during role plays
- video of the role play
- peer evaluation sheet completed in oral or written form.

Task 3 – Completion checklist

Unit outcome: using language in a variety of forms and situations, depending on individual needs and capabilities

Description of evidence to be collected by teacher	Date evidence collected	Level of support comments
Brainstorming worksheet on selected scenarios		
Teacher observations on language and expressive skills during role plays		
Video of the role play		
Peer evaluation sheet completed in oral or written form		

Unit outcome: developing expressive skills which can include writing, speaking, acting, signing, gesturing and/or creating multimodal texts

Description of evidence to be collected by teacher	Date evidence collected	Level of support comments
Brainstorming worksheet on selected scenarios		
Teacher observations on language and expressive skills during role plays		
Video of the role play		

Sample assessment task

English – Preliminary

Task 6 – Unit 4

Conditions

Period allowed for completion of the task: 5 weeks

Due Semester 2 Week 13

Task 6: Conduct a mock job interview on your chosen career

You will watch job interview clips to discuss techniques used by the interviewer to elicit the required information. Then you will construct a set of **five to ten** open-ended questions to be asked in the course of the interview.

You will also practise role playing interviews in class – constructing questions, contributing to discussion, offering opinions, conducting interviews and recording information.

After mock interviews, you will be asked to complete a self-reflection on the strategies used in the interview process.

For this task you will need to:

- use appropriate vocabulary when developing your interview questions
- before conducting the interviews, practise speaking and listening skills (including developing turn-taking techniques) with a sense of purpose and for a particular audience
- learn social interaction conventions for your interview
- interpret responses from your questions
- create familiar texts (in this case, cue cards and notes) using correct layout and approaches.

Your progress in this task will be documented in the following ways:

- brainstorming worksheets on interview techniques and interview tips (e.g. grooming, what to wear, first impression, arriving on time)
- your final list of questions for the interviews
- teacher observation notes of your preparation and practice runs for your interviews
- a video of the job interview
- an audio recording of your interpretation of the responses to the job interview questions.

Task 6 – Completion checklist

Unit outcome: developing receptive skills which can include reading, comprehending, listening and/or viewing

Description of evidence to be collected by teacher	Date evidence collected	Level of support comments
Brainstorming worksheets on interview techniques and interview tips		
Final list of questions for the interviews		
Teacher observation notes of your preparation and practice runs for your interviews		

Unit outcome: developing expressive skills which can include writing, speaking, acting, signing, gesturing and/or creating multimodal texts

Description of evidence to be collected by teacher	Date evidence collected	Level of support comments
Brainstorming worksheet on selected scenarios		
Teacher observations on language and expressive skills during mock interviews		
Video of the job interview		
Audio recording of student interpretation of the responses to the job interview questions		