



SAMPLE ASSESSMENT TASKS

CAREER AND ENTERPRISE
ATAR YEAR 11

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Sample assessment task

Career and Enterprise – ATAR Year 11

Task 1 – Unit 1

Assessment type: Response

Conditions:

Time for the task: 45 minutes

Other conditions: In-class – extended answer, under test conditions

Task weighting

10% of the school mark for this pair of units

- a) Explain, using **six (6)** points, the basis of Holland’s Theory of Career Choice (1985). (6 marks)
- b) Describe each of the **six (6)** personality types, the work activities that match each personality type, and a career choice that would suit each. (18 marks)
- c) Identify your personality type and explain how this is linked to your planned career pathway. (4 marks)

Total = 28 marks

Marking key for sample assessment task 1 – Unit 1

a) Explain, using **six (6)** points, the basis of Holland’s Theory of Career Choice (1985).

Description	Marks
Provides a comprehensive explanation of Holland’s Theory of Career Choice (1985) that outlines six points	5–6
Provides an explanation of Holland’s Theory of Career Choice (1985) that outlines at least four points	3–4
Provides a description of Holland’s Theory of Career Choice (1985) that outlines at least one point	1–2
Subtotal	/6
Answer could include, but is not limited to:	
<ul style="list-style-type: none"> • Most people are one of six personality types • People of the same personality type working together in one work environment change the workplace into that type of environment • There are six types of work environments that match the six personality types • People look for a work environment that matches their personality type • People who work in an environment that matches their personality type are more likely to be successful • How you act and feel at work is largely linked to the workplace environment 	

b) Describe each of the **six (6)** personality types, the work activities that match each personality type, and a career choice that would suit each.

Realistic personality type

Description	Marks
Describes the personality type, lists possible work activities to match that personality and a career choice that would suit	3
Describes the personality type and lists possible work activities to match that personality or a career choice that would suit	2
Describes the personality type	1
Answer could include, but is not limited to:	
<ul style="list-style-type: none"> • Realistic personality types are generally practical people • Possible activities include working with animals, machinery and/or tools • Career choices could include a trade, farming or engineering 	

Investigative personality type

Description	Marks
Describes the personality type, lists possible work activities to match that personality and a career choice that would suit	3
Describes the personality type and lists possible work activities to match that personality or a career choice that would suit	2
Describes the personality type	1
Answer could include, but is not limited to:	
<ul style="list-style-type: none"> • Investigative personality types like to solve problems and apply logic • Possible activities include working with information or abstract ideas • Career choices could include a chemist or a mathematician 	

Artistic personality type

Description	Marks
Describes the personality type, lists possible work activities to match that personality and a career choice that would suit	3
Describes the personality type and lists possible work activities to match that personality or a career choice that would suit	2
Describes the personality type	1
Answer could include, but is not limited to:	
<ul style="list-style-type: none"> • Artistic personality types are creative and like to be original • Possible activities include working on creating things or performing • Career choices could include acting, dancing, writing 	

Social personality type

Description	Marks
Describes the personality type, lists possible work activities to match that personality and a career choice that would suit	3
Describes the personality type and lists possible work activities to match that personality or a career choice that would suit	2
Describes the personality type	1
Answer could include, but is not limited to:	
<ul style="list-style-type: none"> • Social personality types are friendly and like to help people • Possible activities include speaking to people, assisting in social situations • Career choices could include nursing, teaching, social work 	

Enterprising personality type

Description	Marks
Describes the personality type, lists possible work activities to match that personality and a career choice that would suit	3
Describes the personality type and lists possible work activities to match that personality or a career choice that would suit	2
Describes the personality type	1
Answer could include, but is not limited to:	
<ul style="list-style-type: none"> • Enterprising personality types are generally sociable, energetic and ambitious • Possible activities include leading groups and discussions • Career choices could include a sales representative or a lawyer 	

Conventional personality type

Description	Marks
Describes the personality type, lists possible work activities to match that personality and a career choice that would suit	3
Describes the personality type and lists possible work activities to match that personality or a career choice that would suit	2
Describes the personality type	1
Subtotal	/18
Answer could include, but is not limited to:	
<ul style="list-style-type: none"> • Conventional personality types are good at following a plan and generally like order • Possible activities include organising data, arranging sequences of activities • Career choices could include a bank teller or an accountant 	

- c) Identify your personality type and explain how this is linked to your planned career pathway.

Description	Marks
Justifies how a selected personality type applies to them and how it could be linked to their own planned career pathway, using examples	3–4
Shows limited understanding of the selected personality type and the how it could be linked to their own planned career pathway	1–2
Subtotal	/4
Total	/28

Acknowledgements

- Question (a)** Adapted from: Career Key. (n.d.). *Holland's theory of career choice and you*. Retrieved May, 2014, from www.careerkey.org/choose-a-career/hollands-theory-of-career-choice.html

Sample assessment task

Career and Enterprise – ATAR Year 11

Task 2 – Unit 1

Assessment type: Investigation

Conditions:

Period allowed for completion of the task: One week to investigate and one period in class to write the report

Task weighting:

10% of the school mark for this pair of units

Investigate **two (2)** global trends that can impact on the workforce. Prepare a written report for **both** of these trends.

In your report you are required to:

- describe each trend
- explain the influence of the trend on workplace requirements
- explain the impact of the trend on an individual's career development.

Total = 20 marks

Marking key for sample assessment task 2 – Unit 1

Investigate **two (2)** global trends that can impact on the workforce. Prepare a written report for **both** of these trends.

Description	Marks
Global trend one	
Comprehensively describes the trend investigated and explains the influence on the workforce and the impact on the individual's career development	7–8
Describes the trend investigated and explains the influence on the workforce and/or the impact on the individual's career development	5–6
Briefly describes the trend investigated and identifies the influence on the workforce and/or the impact on the individual's career development	3–4
Provides a limited description of the trend they investigated	1–2
Subtotal	/8
Global trend two	
Comprehensively describes the trend investigated and explains the influence on the workforce and the impact on the individual's career development	7–8
Describes the trend investigated and explains the influence on the workforce and/or the impact on the individual's career development	5–6
Briefly describes the trend investigated and identifies the influence on the workforce and/or the impact on the individual's career development	3–4
Provides a limited description of the trend they investigated	1–2
Subtotal	/8
Answer could include, but is not limited to:	
<ul style="list-style-type: none"> Global trends investigated could include: more mobile population, ageing workforce, and/or changing roles of family members <p>Example: More mobile population Globally there is increasing acceptance of travel for work purposes. (1) One example of this increased mobile population is demonstrated through the increase in the number of FIFO workers. (1) The influence of a more mobile population for the workplace includes the need for increased logistics (1) and managing of an employee's productivity in terms of travel time and work output (1). It also sees an additional expense of travel costs for the workplace. (1) The impact of a more mobile population on an individual's career development can address issues such as work/life balance (1), changing roles in the family (1), and individual efficiency. (1)</p>	
Written report	
Report is written in an organised way to industry standard and includes correct spelling and grammar Accurately uses career-related terminology appropriate for the context, making reference to a range of relevant examples	3–4
Report is written with some organisation and includes mostly correct spelling and grammar Uses some career-related terminology, making occasional reference to example	1–2
Subtotal	/4
Total	/20

Sample assessment task

Career and Enterprise – ATAR Year 11

Task 3 – Unit 1

Assessment type: Production/performance

Conditions:

Period allowed for completion of the task: 1 week

Other conditions: In-class assessment

Task weighting:

5% of the school mark for this pair of units

Select a job that interests you. Produce a multimedia presentation to promote yourself to a potential employer.

The presentation should use examples to explain how your personal profile matches the selected job. In your presentation you are required to:

- a) identify and match **four (4)** personal and/or professional skills and/or attributes to the job
(12 marks)

- b) identify and match **two (2)** other skills that can be used to connect with and work with others.
(6 marks)

Total = 18 marks

Marking key for sample assessment task 3 – Unit 1

a) Identify and match **four (4)** personal and/or professional skills and/or attributes to the job.

Description	Marks
Personal/professional skill/attribute 1	
Provides, using examples, an explanation of how the skill/attribute matches to the job they are interested in	3
Describes the skill/attribute they possess and the selected job	2
Identifies a personal skill/attribute	1
Subtotal	/3
Personal/professional skill/attribute 2	
Provides, using examples, an explanation of how the skill/attribute matches to the job they are interested in	3
Describes the skill/attribute they possess and the selected job	2
Identifies a personal skill/attribute	1
Subtotal	/3
Personal/professional skill/attribute 3	
Provides, using examples, an explanation of how the skill/attribute matches to the job they are interested in	3
Describes the skill/attribute they possess and the selected job	2
Identifies a personal skill/attribute	1
Subtotal	/3
Personal/professional skill/attribute 4	
Provides, using examples, an explanation of how the skill/attribute matches to the job they are interested in	3
Describes the skill/attribute they possess and the selected job	2
Identifies a personal skill/attribute	1
Subtotal	/3

b) Identify and match **two (2)** other skills that can be used to connect with and work with others.

Skill to connect with and work with others 1	
Provides, using examples, an explanation of how the skill can be used to connect with and work with others	3
Describes an example to demonstrate the skill they possess	2
Identifies a personal skill	1
Subtotal	/3
Skill to connect with and work with others 2	
Provides, using examples, an explanation of how the skill can be used to connect with and work with others	3
Describes an example to demonstrate the skill they possess	2
Identifies a personal skill	1
Subtotal	/3
Total	/18
Answer could include, but is not limited to:	
<ul style="list-style-type: none"> • Personal skills/attributes could include time management, planning, or organisation • Professional skills/attributes could include critical thinking, problem solving, or people management • Skills to connect and work with others could include communication skills, recognising and adjusting to diversity, or teamwork skills 	

Sample assessment task

Career and Enterprise – ATAR Year 11

Task 10 – Unit 2

Assessment type: Individual pathway plan/career portfolio

Conditions:

Period allowed for completion of the task: 2 weeks

Other conditions: Out-of-class assessment with some class time provided

Task weighting:

5% of the school mark for this pair of units

An electronic career portfolio is a big picture document from which you can select relevant materials for various career-related uses. Create or update your personal electronic career portfolio. This should be constructed using information relevant to a job which interests you.

Your electronic career portfolio should include the following components:

- a) an electronic Individual Pathway Plan (updated from Task 5), including:
- personal and professional skills and attributes
 - short-term goals and long-term goals
 - any other appropriate career-related information. (4 marks)
- b) a resume, including:
- personal details
 - education and training
 - achievements
 - work history
 - references and/or other evidence of good character
 - sporting associations, club membership, community associations, special interests
 - any other appropriate career-related information
 - any additional documentation that you consider appropriate. (16 marks)

Total = 20 marks

Marking key for sample assessment task 10 – Unit 2

a) Electronic Individual Pathway Plan (IPP)

Description	Marks
Provides a detailed IPP that is up-to-date and which outlines a clear and detailed career vision	4
Provides an IPP that is up-to-date and which outlines a career vision	3
Provides an IPP that is up-to-date but does not outline a possible career pathway	2
Provides a limited/basic/incomplete IPP	1
Subtotal	/4
Answer could include, but is not limited to:	
<ul style="list-style-type: none"> personal and professional skills and attitudes personal learning styles personal and professional networks short and long-term goals with specific plans of how to achieve them 	

b) Resume

Description	Marks
Provides a detailed resume, including all required sections, presented to industry standard, including correct spelling and grammar	13–16
Provides a resume, including most required sections, presented to industry standard, including correct spelling and grammar	9–12
Provides a resume, including most required sections, presented to a reasonable standard	5–8
Provides a limited/basic/incomplete resume	1–4
Subtotal	/16
Total	/20
Answer could include, but is not limited to:	
<ul style="list-style-type: none"> personal details education and training achievements work history references and/or other evidence of good character sporting associations, club membership, community associations, special interests 	