



## SAMPLE ASSESSMENT OUTLINE

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CAREER AND ENTERPRISE  
FOUNDATION YEAR 11

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## Sample assessment outline

### Career and Enterprise – Foundation Year 11

#### Unit 1 and Unit 2

| Assessment type (from the syllabus)            | Assessment type weighting (from the syllabus) | Assessment task weighting | When/start and submission date | Assessment task  |
|--|---|---------------------------|--------------------------------|--|
| Investigation                                  | 30%   | 15%                       | Semester 1<br>Week 11          | <b>Task 4:</b> Personal organisation self-reflection and audit – the characteristics of an organised person, and produce a written report on their personal organisation and identify some strategies that could be used to improve personal organisation. |
|  |   | 15%                       | Semester 2<br>Week 9           | <b>Task 6:</b> Gaining work – investigate the work search tools, resources and organisations used to gain work and present findings on the usefulness of each in the form of a PMI.  |
| Production/<br>performance                     | 20%   | 10%                       | Semester 1<br>Week 7           | <b>Task 3:</b> Types of work – define the different types of work and work settings and perform an oral presentation explaining these and outlining personal preference.   |
|  |   | 10%                       | Semester 2<br>Week 5           | <b>Task 5:</b> Diversity in the workplace – work in a group of four to produce a multimedia presentation on the issue of diversity in the workplace.   |
| Individual pathway<br>plan/career<br>portfolio | 30%   | 10%                       | Semester 1<br>Week 4           | <b>Task 1:</b> Individual pathway plan – create or update own IPP including personal skills, attributes, values and interests.   |
|  |   | 20%                       | Semester 2<br>Week 14          | <b>Task 8:</b> Career portfolio – create/review own career portfolio.  |
| Response                                       | 20%   | 10%                       | Semester 1<br>Week 15          | <b>Task 2:</b> Worksafe SmartMove General module – complete the Worksafe SmartMove General module from the WorkSafe SmartMove website.   |
|  |   | 10%                       | Semester 2<br>Week 11          | <b>Task 7:</b> Pay calculations – a series of questions based on stimulus material.  |
| <b>Total</b>                                   | <b>100%</b>                                   | <b>100%</b>               |                                |  |