



SAMPLE ASSESSMENT OUTLINE

CAREERS AND EMPLOYABILITY

GENERAL YEAR 12

Acknowledgement of Country

Kaya. The School Curriculum and Standards Authority (the Authority) acknowledges that our offices are on Whadjuk Noongar boodjar and that we deliver our services on the country of many traditional custodians and language groups throughout Western Australia. The Authority acknowledges the traditional custodians throughout Western Australia and their continuing connection to land, waters and community. We offer our respect to Elders past and present.

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Disclaimer

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. Teachers must exercise their professional judgement as to the appropriateness of any they may wish to use.

Sample assessment outline

Careers and Employability General – Year 12

Unit 3 and Unit 4

Assessment type	Assessment type weighting	Assessment task weighting	Start and submission date	Assessment task
Investigation	45%	15%	Semester 1 Weeks 1–4	Task 1: A group activity which involves researching megatrends and their impact on the future of work. Findings are to be presented in a multimedia slideshow. This task will include an in-class validation based on unseen questions, directly related to the content of the investigation. Includes assessment of communication skills, digital literacy skills and teamwork skills.
		15%	Semester 2 Weeks 4–6	Task 6: Research government legislation and industry awards relating to employment. Findings are to be presented in a written report. This task will include an in-class validation based on unseen questions, directly related to the content of the investigation. Includes assessment of communication skills, digital literacy skills and critical thinking skills.
		15%	Semester 2 Weeks 10–12	Task 8: Research rights and protocols or grievance procedures and processes in the workplace. Findings are to be presented in a series of three posters. Includes assessment of communication skills, digital literacy skills and critical thinking skills.
Job application and interview	20%	10%	Semester 1 Weeks 9–11	Task 3: A job application in response to a job advertisement. The application must include a cover letter, addressing the specified selection criteria, and any other documents specified in the advertisement; for example, a résumé. Includes assessment of communication skills and digital literacy skills.
		10%	Semester 2 Weeks 1–3	Task 5: A mock interview in response to a job advertisement. The format for the interview will be face-to-face. Includes assessment of communication skills and problem-solving skills.
Response	20%	10%	Semester 1 Week 8	Task 2: Short answer questions based on personal management. Includes assessment of communication skills.
		10%	Semester 2 Week 8	Task 7: An extended answer question based on enterprising behaviours. Includes assessment of communication skills.
Externally set task	15%	15%	Semester 1 Weeks 14–15	Task 4: A written task of 50 minutes duration developed by the School Curriculum and Standards Authority and administered by the school.
Total	100%	100%		