

**UNIT OUTLINE**

**Metal Project - A**

**TACA**

**SEMESTER 2 2020**

<b>Course Title</b>	Metal Products	<b>Course code</b>	8608
<b>Semester Unit Name</b> <b>1.0 Value</b>	Metal Project	<b>Unit Code</b>	88302
<b>Term 1 Unit Name</b> <b>0.5 Value</b>	Metal Project (a)	<b>Unit Code</b>	88303
<b>Term 2 Unit Name</b> <b>0.5 Value</b>	Metal Project (b)	<b>Unit Code</b>	88304
<b>Google Classroom code</b>	<i>zrv3wej</i>		
<b>Classroom Teacher/s</b>	Jaron Worsley	<b>SLC</b>	Clinton Codey

**UNIT GOALS**

The specific goals of this unit are for students to:

- analyse and apply workshop organisation and procedures including the safety risks and hazards associated with the project
- develop project management skills manufacture a project from a design brief to meet a particular need
- explore and apply communication skills including interpretation of information workshop engineering drawings

**CONTENT SUMMARY**

This unit is designed to develop project management skills. Students create a project from a design brief or modify an existing design to meet a particular need, using skills such as machining and welding. They consider the choice of appropriate materials and techniques, the project timeline and the economic use of materials. They learn communication skills such as following instructions, seeking help and recording processes as well as strategies to solve problems.

**COST OF MATERIALS**

There are costs associated with this unit of study, and they are as follows:

**\$30.00 per term**, \$60.00 for the semester. This covers consumables such as metal, gas and welding supplies and workshop consumables (hacksaw blades, grinding discs, abrasive paper, etc).

## ASSESSMENT

TASK	WEIGHTING	DUE DATE
<i>Safety assignment</i>	5%	<i>Week 2, Fri 31 Jul</i>
<i>Project 1</i>	30%	<i>Week 8, Thu 8 Sep</i>
<i>Portfolio 1</i>	20%	<i>Week 8, Thu 8 Sep</i>
<i>*Project 2 (negotiated)</i>	30%	<i>Week 15, Nov 12</i>
<i>*Portfolio 2 (negotiated)</i>	15%	<i>Week 15, Nov 12</i>

\*Depending on the size and complexity of project 1, this has the opportunity to be extended into project 2 – the same applies for the portfolios, through negotiation with the teacher.

### Prerequisites, Specific Entry & Exit Requirements for Term Units

There are no prerequisites for this course

It is possible to enter this course at Term 3 however, entry into this course for Term 4 is by negotiation with the Executive teacher.

To exit at the end of Term 3 you must complete the Safety assignment and the Sheet metal project.

### ASSESSMENT CRITERIA FOR ASSESSMENT AND REPORTING OF STUDENT ACHIEVEMENT

The following assessment criteria are a focus for assessment and reporting in this unit. Criteria are the essential qualities that teachers look for in student work. These criteria must be used by teachers to assess student's performance, however not all of them need to be used on each task. Assessment criteria are to be used holistically on a given task and in determining the unit grade and whether a student is deemed competent or not yet competent.

Students will be assessed on the degree to which they demonstrate:

- knowledge and understanding
- skills.

Teachers will consider, when allocating grades & competencies, the degree to which students demonstrate their ability to complete and submit tasks within a specified time frame.

### DELIVERY PLAN

Week	Content	Assessment/Tasks
1	Introduction to unit and safety	Safety tests, safety assignment
2	Unit safety Project 1 Portfolio1	Safety assignment due July 31 Project 1 and Portfolio (ongoing)
3 - 8	Project 1 Portfolio1	Project 1 and Portfolio 1 (ongoing) Project 1 due September 8
9 - 15	Project 2 Portfolio 2	Project 2 and Portfolio 2 (ongoing) Project 2 due November 12 Portfolio 2 due November 12

## **ASSESSMENT POLICIES**

(Further information on assessment policies can be found on the BSSS website

<http://www.bsss.act.edu.au/>)

### **Late Submission of Work**

In accordance with BSSS guidelines work submitted late will be penalised at the rate of 5% (of possible total marks) per calendar day late (including weekends and public holidays) to a maximum of 35% of the total available marks. Any submission after the 7<sup>th</sup> late day will be awarded a notional zero. A notional zero is a mark calculated at the end of the unit in accordance with BSSS policy at the time and will be lower than the lowest real score.

If a student is unable to hand in work on time, due to illness or misadventure, satisfactory documentation must be provided to support a request for extension to the due date (special consideration). Requests for an extension should be made to the class teacher in advance. If a student knows in advance and for good reason she/he will be unable to be present for an assessment item the class teacher must be informed as soon as possible to arrange an alternative date or assessment item.

### **Assessment Tasks**

If absence from an assessment task is known in advance and unavoidable, the teacher should be told prior to the task being due. Absence from a test requires the presentation of a medical certificate or other explanation acceptable to the college. Tests must be taken on the scheduled day except in the case of illness or other extenuating circumstances, where the student is required to supply a letter from a parent/ guardian or a medical certificate.

### **Completion of Assessment**

A student will be awarded a V grade in a unit where they, fail to submit items of assessment worth at least 70% of the assessable work without acceptable and documented explanation.

### **Class Attendance and V grade Policy**

It is expected that students will attend all scheduled classes/contact time/ structured learning activities for the units in which they are enrolled, unless acceptable documentary evidence is provided. A student may be awarded a V grade in a unit where she/he has unacceptable absences in more than 10% of scheduled classes in a semester or term unit.

**Plagiarism, (the copying of work in any form without acknowledgement of sources)** is a serious offence, and

it is the responsibility of students to ensure that they do not commit this breach of discipline intentionally or otherwise. Students may be required to substantiate the authenticity or integrity of completed assignments, reports, etc. Students are advised to keep all material used in preparing their submitted work such as notes, references, photocopied material, and drafts until the end of the semester.

(Refer to the BSSS Policy Booklet, "What's Plagiarism?")

[http://www.bsss.act.edu.au/information\\_for\\_students/whats\\_plagiarism\\_how\\_to\\_avoid\\_it](http://www.bsss.act.edu.au/information_for_students/whats_plagiarism_how_to_avoid_it)

### **Unit Grades**

Grade descriptors provide a guide for teacher judgement of students' achievement over a unit of work in this subject. Grades are organized on an A-E basis and represent the standard at which students have worked. A-E grades are awarded when assessment and attendance requirements have been met.

### **Appeals and Special Consideration**

When an assessment item is returned, the student should check the marking. If a student wishes to have the marking of an item reviewed, she/he must firstly discuss the matter with the class teacher, who may speak to other teachers if marking was shared. If the review is unsatisfactory to the student, he/she should then approach the relevant faculty head. If, after these two steps, the student remains unsatisfied with the outcome, she/he can consider a formal appeal. This should be lodged with the Deputy Principal. A deadline for appeals may be advertised. Further advice is available from Student Services.

If matters beyond a student's control have seriously affected marks (extended illness or serious family upsets) special consideration may be requested. Workloads in other subjects or difficulties with the English language are not a cause for special consideration. Evidence will be required for a claim for special consideration. Application for special consideration should be made to the head of Student Services.

## **GENERAL MODERATION PROCEDURES**

Throughout the semester, moderation in the form of common marking schemes, cross marking and joint marking occurs across all units in the Moderation Group to ensure comparability of standards. Moderation is a process whereby student's work is compared so that student performance can be assessed fairly and consistently. Moderation takes some time, and so students may not receive their work back until ACT wide moderation of results across all colleges has occurred.

## GRADE DESCRIPTORS

### Achievement Standards Industry & Services - Metal Products A Course Year 11

	<i>A student who achieves an A grade typically</i>	<i>A student who achieves a B grade typically</i>	<i>A student who achieves a C grade typically</i>	<i>A student who achieves a D grade typically</i>	<i>A student who achieves an E grade typically</i>
<b>Knowledge and understanding</b>	<ul style="list-style-type: none"> <li>analyses work practices, processes and procedures</li> <li>analyses technical information and specifications</li> <li>evaluates work, health and safety practices</li> </ul>	<ul style="list-style-type: none"> <li>explains work practices, processes and procedures</li> <li>explains technical information and specifications</li> <li>analyses work, health and safety practices</li> </ul>	<ul style="list-style-type: none"> <li>describes work practices, processes and procedures</li> <li>describes technical information and specifications</li> <li>describes work, health and safety practices</li> </ul>	<ul style="list-style-type: none"> <li>identifies work practices, processes and procedures</li> <li>identifies technical information</li> <li>identifies work, health and safety practices</li> </ul>	<ul style="list-style-type: none"> <li>identifies some work practices, processes and procedures</li> <li>identifies some technical information</li> <li>identifies some work, health and safety practices</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>applies with high proficiency, industry practices, processes and procedures to deliver a service and/or create a product</li> <li>applies with high proficiency, technical information and specifications to create high quality products and/or services</li> <li>solves problems, proposes solutions and justifies decisions in completing a task</li> <li>demonstrates with high proficiency, industry specific literacy and numeracy skills to a range of tasks</li> <li>demonstrates highly developed behaviours and attitudes and contributes positively to learning and work</li> <li>reflects with insight on own learning processes</li> <li>communicates with high proficiency, using a range of modes and medium using industry terminology and effectively organises materials and resources</li> </ul>	<ul style="list-style-type: none"> <li>applies with proficiency, industry practices, processes and procedures to deliver a service and/or create a product</li> <li>applies with proficiency, technical information and specifications to create quality products and/or services</li> <li>solves problems, proposes solutions and explains decisions in completing a task</li> <li>demonstrates with proficiency, industry specific literacy and numeracy skills to a range of tasks</li> <li>demonstrates developed behaviours and attitudes and contributes positively to learning and work</li> <li>explains own learning processes</li> <li>communicates with proficiency, using industry terminology and competently organises materials and resources</li> </ul>	<ul style="list-style-type: none"> <li>applies effectively industry practices, processes and procedures to deliver a service and/or create a product</li> <li>applies effectively technical information and specifications to create quality products and/or services</li> <li>solves problems, proposes solutions and describes decisions in completing a task</li> <li>demonstrates effectively industry specific literacy and numeracy skills to tasks</li> <li>demonstrates appropriate behaviours and attitudes and contributes positively to learning and work</li> <li>describes own learning processes</li> <li>communicates effectively, using industry terminology and organises materials and resources</li> </ul>	<ul style="list-style-type: none"> <li>applies some industry practices, processes and procedures to deliver a service and/or create a product</li> <li>applies some technical information and specifications to create products and/or services</li> <li>follows instructions, guidelines and procedures</li> <li>demonstrates some industry specific literacy and numeracy skills to tasks</li> <li>demonstrates some appropriate behaviours and attitudes and mainly contributes positively to learning and work</li> <li>describes some learning processes</li> <li>communicates using some industry terminology and demonstrates some ability to organise materials and resources</li> </ul>	<ul style="list-style-type: none"> <li>applies little or no industry practices, processes and procedures to deliver a service and/or create a product</li> <li>applies little or no technical information and specifications to create products and/or services</li> <li>follows simple instructions, guidelines and procedures</li> <li>demonstrates little or no industry specific literacy and numeracy skills to tasks</li> <li>demonstrates limited appropriate behaviours and attitudes</li> <li>describes limited learning processes</li> <li>communicates using little or no industry terminology and demonstrates little or no ability to organise materials and resources</li> </ul>

