

**OTUMOETAI COLLEGE**  
**NCEA TECHNICAL SKILLS LEVEL 3 – (L3TESK) 2018**

TECHNICAL SKILLS – L3TESK					
<i>Course Relationship to the National Vocational Pathways</i>					
<b>Construction &amp; Infrastructure</b>  <b>22</b>	<b>Manufacturing &amp; Technology</b>  <b>22</b>	<b>Primary Industries</b>  <b>12</b>	<b>Services Industries</b>  <b>0</b>	<b>Social &amp; Community Services</b>  <b>0</b>	<b>Creative Industries</b>  <b>22</b>
<i>Course Entry</i>	Open				
<i>Course Overview</i>	For students who are yet to decide upon a career path involving university education, trade, apprenticeship or a possible course of study at a Polytechnic. This course will be skills based in the Wood Materials Technology workshop and will focus on developing determination and a positive attitude to hard work. It will include machine competency, hand tool efficiency, technical drawing and production line work. It will be linked to work experience programmes and guest speaker visits. Strict compliances with industry work standards and workplace safety will be expected. Projects for the students to take home will be wooden furniture items directed by the teacher.				
<i>Assessment</i>	This course will be assessed to a selection of internally assessed <b>Achievement Standards</b> at Level 3. Students will have the opportunity to gain up to 9 Level 3 credits of a mainly practical nature and a further 10 Level 3 credits should they elect to complete an individual design portfolio of drawings, photographs and theory work. It is potentially a 19 credit internally assessed Achievement Standard course.				
<i>Cost Materials</i>	<b>\$130.00</b>				

Achievement Standard	Credits	Assessment Mode	Title of Standard
US12349	3	Internal	Demonstrate knowledge of time management
US9681	3	Internal	Contribute within a team or group which has an objective
AS91620	6	Internal	Implement advanced procedures to integrate parts using resistant materials to make a specified product
AS91623	4	Internal	Implement complex procedures to create an applied design for a specified product

# SENIOR ASSESSMENT PROCEDURES

## Legitimate Absences

(e.g., official interschool exchanges, official work experience, and explained absences).

The teacher may choose to:

- Allow for such circumstances by scheduling tests to days not affected by such approved absences.
- Give an equivalent test to the student(s) concerned on the student'(s)' return to school following an approved absence (providing reasonable notice is given).

## Assessment Opportunity

Students are expected to complete assessment activities on or before the date they are due. A further assessment opportunity will only be offered to classes where practicable. The final decision for this rests with the Head of Department. In some instances, the on-going collection of evidence by the teacher of the students' knowledge or skills may provide sufficient evidence. Such evidence, for example, may be collected by the teacher in conferencing with individual students.

## Derived Grades

These are only available for external standards and will depend on evidence available from practice examinations and other assessed work completed in class that is related to the same learning outcomes.

## Work Deadlines and Lateness

Teachers will set a date by which all internally assessed qualification tasks must be completed and handed to the teacher. Late work will not be accepted. Any extension must be negotiated 48 hours before the due date for the completion of the work. You will require evidence to support your request for extra time. The classroom teacher will only grant an extension in the case of genuine illness or other exceptional circumstances.

## How to Appeal a Grade

Appeals against internally assessed grades awarded should be made following the procedure outlined in the school policy on appeals. Students wishing to appeal a grade must do so within 48 hours of receiving notification of their assessed grade.

## Storage of Student Work

The Technology Department will retain all student assessment material until it is no longer required by NZQA for moderation purposes.

## Authenticity

Except where specified for some group tasks, all work is to be your own work and all assessment tasks will require a signed statement of authenticity from students.

## Marking and Moderation

Students' work will be marked by their subject teacher following NCEA assessment schedules. For marking consistency, some assessment tasks may be marked by the same teacher for all classes, or two or more teachers may be given a different section of the assessment to mark for all students. Moderation will take place at the beginning and end of each assessment as per Otumoetai College specification.

## Resources and Texts

Generally, all text resources, and practical equipment will be supplied by the Technology/Hard Materials Department. If students wish to use additional texts, resources or equipment, this is permissible.

**Welcome to the Technology Department. We have a large range of courses for students to pursue and a dedicated team of supportive, expert teachers to guide you.**