



English

**EW1201 Assessment Statement 2021**

Year : 12

Course : English - Workplace Literacy

Ms A Titter

Total Credits : 17

Students in this course will work through a range of internally assessed communications unit standards in an English context. Individual classes will co-construct a programme of learning and an assessment timeline once the year has commenced.

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	9677	10	2	3		Communicate in a team or group which has an objective	Assignment	1	TBC		
2	3488	6	2	3		Write business correspondence for a workplace	Assignment	1	TBC		
3	2989	6	2	3		Select, read, and assess texts on a topic	Assignment	1	TBC		
4	1280	7	2	2		Use graphics in communication	Assignment	1	TBC		
5	3492	7	2	3		Write a short report	Assignment	2	TBC		
6	25073	3	2	3		Read texts to recognise differing points of view on a topic	Assignment	1	TBC		

School Assessment Procedures - You can view your rights and obligations under the school's assessment procedures on the schools intranet.

Qualifications - You can see what qualifications the school offers and what qualification(s) this course leads towards on the schools Intranet. Also you can see the courses, pathways, requirements for certificate endorsement, exclusion list of standards, and details on credit inclusion.

NZQA - For a range of information on the National Certificate of Educational Achievement, University Entrance, and Scholarship go to <http://www.nzqa.govt.nz/ncea/index.html>

Assessment Opportunities Offered - In addition to what is listed above, other authentic standard specific evidence may be used instead of a formal assessment event. See your teacher for details.

Record your internal grades on this sheet and ask your teacher to sign it off as correct. You can then use this as evidence of your achievement.