



**St Mary's College, Wellington**

**2020 COURSE OUTLINE**

**English**

**Word Up!**

**NCEA Level Two**

## Course Information

Course name	12 English - Word Up!
Course code	12ENU
NQF Level	Two
Credits	23
Pre-requisites	11 English - World of Words or 11 English - Word Power
Course description	This course is designed to encourage you to develop your confidence with your response to literature. It will prepare you for the Achievement Standards that are part of the NCEA Level Two programme.

## Internally assessed standards:

Standard	Version Number	Topic/Title	Level	Credits	Num/ Lit (R/W)	Timing of summative assessment:
AS91101	2	2.4 Produce a selection of crafted and controlled writing	Two	6	UE Lit W	W3, T4
AS91107	2	2.10 Analyse aspects of visual and/or oral text(s) through close viewing and/or listening, supported by evidence	Two	3	Lit 1	W11, T1
AS91104	2	2.7 Analyse significant connections across texts, supported by evidence	Two	4	Lit 1	W6, T3
AS91105	2	2.8 Use information literacy skills to form developed conclusion(s)	Two	4	UE Lit R	W10, T2
AS91204 <i>(Classics)</i>	2	2.5 Demonstrate understanding of the relationship between aspects of the classical world and aspects of other cultures	Two	6	UE Lit R	W10, T2

***This is a project-based learning course where one project is used for three different assessments.***

## Assessment policy and procedures

In accordance with NZQA regulations and school policy, the [insert learning area] Learning Area will operate the following policies:

### Authenticity:

Assessment work handed in to the teacher must be your own work. You will be expected to sign authenticity statements to declare this in writing.

For research projects, you may also be required to hand in draft work and raw data collected.

If evidence suggests that a student presents work which is not their own, then school plagiarism policy will be followed. (The student will not achieve the assessment task.)

You will be taught how to correctly include quotations from other sources in your work, and how to put ideas into your own words, in order to avoid plagiarising material (thus creating an authenticity problem.)

### Reassessment opportunities:

Under NZQA guidelines, where manageable, and after further learning has taken place, students may be offered a maximum of one further opportunity for assessment against an assessment standard within a year. This is at HOLA discretion and not always possible. A re-assessment requires a new assessment task which must then be offered to all students entered in the standard.

### Resubmission:

A resubmission is different from a further assessment opportunity. A resubmission may be offered when you could achieve a better grade if you correct errors or omissions in your work in a short period of time. It is undertaken as part of the marking process, **before** grades are released.

Teachers can specify the question requiring amendment but are not able to re-teach the material.

### Appeals:

When your internally assessed work for tests and assignments is returned, and you are unhappy with either your grade or with the testing process, you will have the opportunity to appeal the grade.

If you wish to appeal the grade given, you will need to complete the [STMW Appeal Application Form](#) within two school days of receiving your assessed marked work from the teacher. This online form is available at <http://bit.ly/stmwappeal>

Where a grade is appealed, school policy will be followed.

### Derived Grades for External Examinations:

If you are prevented from sitting NCEA examinations or consider that your performance is seriously impaired because of exceptional circumstances beyond your control, you may apply to NZQA through the school for a derived grade.

The application must be submitted to the Principal's Nominee by due date with the relevant evidence eg a medical certificate, order of service for a bereavement.

School practice assessments/derived grade exams are used to generate a derived grade.

The derived grade information for candidates can be found on the NZQA website. Application forms and

due dates can be found on this page.

<https://www.nzqa.govt.nz/providers-partners/assessment-and-moderation-of-standards/managing-national-assessment-in-schools/derived-grades/information-for-candidates/>

**Late work:**

It is important to understand that the deadline set for internal standards must be met. Late work will only be accepted if an extension has been requested and approved by the Principal's Nominee. You can request an extension through the online form at <http://bit.ly/stmwextension>

*Talk to your teachers before the deadline if there are issues around handing in work on time.*

**Retention of student work at school:**

Your internal assessment work will be kept until it is no longer required for moderation purposes. (NZQA may wish to see the work, in order to check the quality of the assessment task and marking.)