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www.vcaa.vic.edu.au

VCE Achievers

Achievement in the VCE usually means academic success but for 15 years the VCAA has been rewarding VCE students who achieve in a very different way. The VCE Achiever awards recognise leadership and community involvement during VCE years.

During 2011, eight senior students were selected as VCE Achievers and the overall achiever was Patrick Clark from Bendigo Senior Secondary College.

'This is an incredible shock and a great honour,' said 18-year old Patrick who thanked his teachers for supporting him throughout the busy VCE years. During that time he not only kept up with his studies but also used his leadership skills to advocate for social justice within the community.

The Hon Martin Dixon, Minister for Education, spoke of the power of education to change people's lives. Patrick feels that he was able to do this when he helped raise money for a Ugandan school and organised donations of surplus school supplies to be sent to an Eritrean refugee camp.

The environment was high on the list of issues that concern these passionate young achievers. Jacob Chacko from FCJ College, Benalla; Jordan Brown, who attended Belmont High School in Geelong; Kimberley Pellosis from Frankston High School; and Sienna Harris from Timboon P-12 College were all commended for their efforts to raise awareness in their school and local communities about environmental issues.

Mikaela Christie from Birchip P-12 School took a leading role in encouraging the young people of her home town to get involved in sport; Angus Pritchard from Plenty Valley Christian College, worked with young Afghan boys in a detention centre; and James Smoley from Melbourne High School was committed to improving the sexual and mental health of young people.

Lenovo Australia, long-time sponsor of the VCE Achiever Awards, generously donated computer tablets to the eight students and an X220 ThinkPad to Patrick Clark. The Herald Sun newspaper gave them all three-month subscriptions to the newspaper and the VCAA provided trophies and certificates.

In 2012, teachers are invited to nominate worthy VCE students for an award. This year they will be renamed the **VCE Leadership Awards** – a new name but the same purpose: to publicly acknowledge students who find the time and energy to improve the lives of others during their VCE years.

For more information and nomination forms visit:

www.vcaa.vic.edu.au/excellenceawards/vceleadership/index.html



Front row: (L to R) Jacob Chacko, Patrick Clark, Mikaela Christie. **Centre row:** (L to R) Kimberley Pellosis, Richard Bolt (Secretary, DEECD), The Hon Martin Dixon, Prof. Adam Shoemaker (Chair, VCAA), James Soley. **Back row:** (L to R) Jordan Brown, Angus Pritchard, Mike Perry (Lenovo Australia), Sienna Harris.



L to R: Meredith Fetting (Assistant Principal, Bendigo Senior Secondary College), The Hon Martin Dixon, Patrick Clark, Annemarie Burgess (Student Coordinator, Bendigo Senior Secondary College).

Important administrative dates

Full details of dates appear in Supplement 1 to the November 2011 VCAA Bulletin VCE, VCAL and VET No. 93.

V = VASS critical date

2012

| | |
|-----------------------------|---|
| Wednesday 1 February | Start of school year for government schools. |
| Friday 17 February | Final day for: <ul style="list-style-type: none"> • principals to lodge requests for Confirmation of Grades for examinations held in October/November 2011 • students to lodge requests to inspect scripts for examinations held in October/November 2011 • students to lodge, without a late fee, applications for Statements of Marks for all examinations held in 2011. |
| Monday 27 February | ENROLMENT 1 |
| V | It is imperative that schools enter as much of the following enrolment data as possible by this date: <ul style="list-style-type: none"> • VCE Units 1 to 4 • VCAL Certificates and units • VET Certificates and units of competency/modules • Registration of IB students (Years 11 and 12). <p>ENROLMENT 1 data is used for initial planning associated with the June and October/November examinations and to determine the School Coursework Audit. Schools are still able to modify enrolment data after this date.</p> |
| Friday 2 March | Final day for: <ul style="list-style-type: none"> • schools to lodge requests for 2012 to: <ul style="list-style-type: none"> – continue being a written examination centre – create a new written examination centre – combine with another school for written examinations – request for individual students to sit at centres other than their home school • schools to nominate supervisors for the 2012 GAT and VCE examinations • principals to lodge the 2012 VCE Written Examination Centre Agreement form • schools to lodge the following applications: <ul style="list-style-type: none"> – Special Examination Arrangements for June, October and November examinations – Alternative Instruments and Alternative Works in Music Performance • notifying the VCAA of alterations to unit results and initial school-based assessments for 2011 (after this date a late fee will be charged) • students to lodge, with a late fee, applications for Statements of Marks for 2011 examinations. |
| Friday 16 March | Final day for principals to lodge applications for Student Examination Reassessment for examinations held in 2011. |

CEO's column



Welcome back for 2012. I trust you have all had a refreshing break and are ready for the challenges and opportunities of the coming year. The VCE end-of-year examinations were conducted very successfully leading to the timely and accurate release of results for students on 16 December. This is a huge exercise involving thousands of teachers and our own dedicated staff. It is easy to take for granted that it will always happen. However, I can assure you that we never take a single of the many steps involved for granted and I wish to thank all VCE and VCAL providers again for your wonderful commitment to ensuring that Victoria's graduating school students gain the benefit of a comprehensive, high quality curriculum and assessment program.

We continue to develop and improve our offerings and, if necessary, learn from our mistakes. The VCE English examination was a very fair and successful assessment instrument; however, we failed in an important responsibility as a publisher to an author. VCE English papers will use exclusively original text in Section C from now on.

We have revised our use of copyright material for all exams and received updated independent legal advice to ensure that our use of such material is fully compliant with copyright law, including author's moral rights.

In December, we announced that mid-year examinations for the six VCE studies that currently have them will finish in 2012. This Bulletin contains information about the consequential minor changes proposed for the study designs and opportunities for your feedback.

The key reason for this change is to provide a more common assessment timetable across all VCE studies. This in turn will provide much greater flexibility for schools to schedule their teaching programs. Year 11 and 12 students currently experience substantial disruption as some students prepare for and take their mid-year exams. This effectively takes two weeks out of a crowded schedule for all students, many of whom don't have a mid-year exam. Moreover, all other VCE studies have an end-of-year exam which covers key elements of the year's work, as is appropriate for a summative assessment leading to the award of the certificate. We see this as a relatively small

change. It will provide fairer treatment across all subjects, more teaching time and less time taken out of the school year purely for assessment.

At the same time we are preparing for an extensive consultation process about the Australian curriculum for senior secondary studies. Revised drafts are being finalised by ACARA for 14 courses in English, Maths, Sciences and History.

The VCAA will organise consultative forums to discuss the drafts. We will also explore with you how Australian senior secondary curriculum would be used in VCE and VCAL. What would Australian curriculum mean for our assessment and reporting arrangements? Greater national consistency is clearly an intended outcome – this is part of the context for regularising our examination schedules. But what degree of consistency is appropriate, both in the nature of assessment, reporting scales and the extent of curriculum specificity required from subject to subject? These are some of the questions we will be discussing with you.

At the same time, the Minister's keynote speech, *Victoria as a Learning Community*, sets out clear directions for continuing development and reform of our VCE and VCAL credentials in an international environment, as detailed in the CEO's Column in the Special Edition December 2011 Bulletin:

<http://www.vcaa.vic.edu.au/correspondence/bulletins/2011/December/DecSpecBull.pdf>

Our continued expansion of the VCE into China provides us with a whole new perspective on what is unique and internationally valued about VCE and what should be the focus of continuing improvement.

The year 2012 will provide a demanding and dynamic environment. We will be working closely with schools as we develop our responses to the Australian curriculum and the exciting additional elements of the VCE.

A handwritten signature in black ink that reads "John Firth". The signature is written in a cursive, flowing style.

John Firth
Chief Executive Officer
February 2012

2012 Final year of VCE mid-year examinations

As advised in the Special Edition December 2011 VCAA Bulletin VCE, VCAL and VET, VCE mid-year examinations in **Accounting, Biology, Chemistry, Environmental Science, Physics and Psychology** will be held for the last time in 2012.

From 2013, VCE mid-year examinations will no longer be offered.

A decision on the timing of the 2013 General Achievement Test (GAT) is yet to be made.

The process for transition to the new arrangements for 2013 is outlined below.

1. Consultation with teachers on proposed amendments to study designs

Amendments have been proposed to VCE study designs for studies that currently have mid-year examinations. The proposed amendments are confined to Units 3 and 4 and are made primarily to accommodate changes to the assessment structures in each of the studies.

The VCAA is currently conducting a focused consultation until 15 February 2012 on the proposed changes to study designs.

The VCAA seeks comment on:

- the revised specifications for School-assessed Coursework
- the proposed weightings of School-assessed Coursework and the single end of year examination in each study

The amended study designs and online questionnaires are now available for consultation on the VCAA website. Interested teachers and stakeholders are invited to comment on the proposed amendments by accessing the relevant study questionnaire. The VCAA Board will consider the consultation feedback at its meeting on 29 February, prior to approval of the revised study designs.

The VCAA is also seeking feedback on the timing of the GAT in 2013. In the online consultation there is a separate question about the timing of the GAT. School leaders in particular are asked to respond to this question.

Teachers and school leaders can access amended study designs, online consultation questionnaires for VCE studies with mid-year examinations and the GAT question from the following webpage: www.vcaa.vic.edu.au/vce/vceconsult/vceamend.html

Consultation closes on **15 February 2012**.

2. Briefings and online Collaborate sessions for revised study designs

The VCAA will conduct briefings for each of the six studies in Term 3 2012. Alternatively, teachers have the option to participate in an online Collaborate session to be conducted in Term 3. Teachers are invited to attend *either* a briefing or to participate in an online Collaborate session. Teachers are not required to attend both.

The briefings and Collaborate sessions will highlight the amendments to each study design and provide detailed information about revised examination structures for 2013.

Details about the briefings, online Collaborate sessions and registration information will be provided early in Term 2.

For further information regarding the briefings and/or Collaborate sessions, please contact Peter Fisher on (03) 9651 4511 or email: fisher.peter.p@edumail.vic.gov.au

VCE
GENERAL
ADVICE

Professional development for school leaders

The VCAA invites members of your school's VCE leadership team, including new VCE coordinators, to attend two important professional development opportunities that will be offered across the state through February and March.

VCE School Leaders briefings

These briefings are intended to give VCE School Leaders, including new VCE Coordinators, an overview of current VCE issues. Areas covered in these briefings will include:

- enrolment
- school assessment, including 'S' and 'N' decisions
- a curriculum update
- special provision
- exam conduct and supervision
- statistical moderation
- study scores.

Please note that these briefings do *not* replace the training provided for VASS, the VCE Data Service and the VCE Exam Results Service.

Analysing your school's VCE results

Sessions on analysing your school's 2011 VCE results will cover both the VCE Data Service (VCEDS) and VCE Examination Results Service (VCEERS).

VCEDS and VCEERS provide schools with valuable information on the performance of their VCE students. This information can be used to:

- identify strengths and weaknesses in your school's VCE performance against particular curricula
- inform professional learning discussions with fellow teachers around improving student performance.

This hands-on training covers how to use VCEDS and VCEERS and strategies for getting the best out of the two services in 2012. It is designed to be informative and practical for both new and experienced VCEDS and VCEERS users. Participants will be given an opportunity to analyse their own school's VCE results in the training room.

Where possible, schools are encouraged to send two staff members to a session; participants find it beneficial to discuss findings from their analyses with colleagues during the training.

Please note that, due to the number of PCs available in the rooms used for this training, places for each session are limited.

Session Schedule

For the benefit of staff from more remote schools and providers, regional sessions for both professional development opportunities have been scheduled to coincide. Those attending both sessions will need to register separately for each.

**VCE
GENERAL
ADVICE**

| Date | Region | Venue | Session 1 (9.30 am to midday) | Session 2 (1.00 to 3.30 pm) |
|---------------------------|-----------------------|--|---|---|
| Monday 13 February 2012 | Northern Metropolitan | VCAA Assessment Centre, Coburg | VCE School Leaders | |
| Tuesday 14 February 2012 | Northern Metropolitan | Catholic Ladies College, Eltham | VCE School Leaders | |
| Thursday 16 February 2012 | Western Metropolitan | St Bernards College, Essendon | VCE School Leaders | |
| Friday 17 February 2012 | Western Metropolitan | Emmanuel College, Altona North | VCE School Leaders | |
| Monday 20 February 2012 | Eastern Metropolitan | Ringwood Secondary College | VCE School Leaders | |
| Tuesday 21 February 2012 | Eastern Metropolitan | Genazzano FCJ College, Kew | VCE School Leaders | |
| Thursday 23 February 2012 | Southern Metropolitan | Cheltenham Secondary College | VCE School Leaders | |
| Friday 24 February 2012 | Southern Metropolitan | Dandenong High School | VCE School Leaders | |
| Thursday 1 March 2012 | Gippsland | Bairnsdale Community College | VCE School Leaders | Analysing your school's VCE results |
| Friday 2 March 2012 | Gippsland | Lowanna College, Moe | Analysing your school's VCE results | VCE School Leaders |
| Tuesday 6 March 2012 | Barwon South West | Oberon Primary School Geelong | VCE School Leaders Analysing your school's VCE results | Analysing your school's VCE results VCE School Leaders |
| Wednesday 7 March 2012 | Barwon South West | Warrnambool College | VCE School Leaders | Analysing your school's VCE results |
| Thursday 8 March 2012 | Grampians | Horsham Primary School (Rasmussen Road Campus) | VCE School Leaders | Analysing your school's VCE results |
| Friday 9 March 2012 | Grampians | Macarthur Street Primary School | Analysing your school's VCE results | Analysing your school's VCE results |
| | | DEECD Grampians Regional Office Ballarat | VCE School Leaders | VCE School Leaders |
| Wednesday 14 March 2012 | Hume | Wangaratta High School | VCE School Leaders | Analysing your school's VCE results |
| Thursday 15 March 2012 | Hume | Wanganui Park Secondary College, Shepparton | VCE School Leaders | Analysing your school's VCE results |
| Friday 16 March 2012 | Loddon Mallee | CTRC Bendigo | VCE School Leaders Analysing your school's VCE results | Analysing your school's VCE results VCE School Leaders |
| Monday 19 March 2012 | Northern Metropolitan | VCAA Assessment Centre, Coburg | Analysing your school's VCE results | Analysing your school's VCE results |
| Tuesday 20 March 2012 | Northern Metropolitan | VCAA Assessment Centre, Coburg | Analysing your school's VCE results | Analysing your school's VCE results |
| Wednesday 21 March 2012 | Western Metropolitan | Aberfeldie Primary School, Essendon | Analysing your school's VCE results | Analysing your school's VCE results |
| Thursday 22 March 2012 | Western Metropolitan | Aberfeldie Primary School, Essendon | Analysing your school's VCE results | Analysing your school's VCE results |
| Friday 23 March 2012 | Eastern Metropolitan | Parkmore Primary School, Forest Hill | Analysing your school's VCE results | Analysing your school's VCE results |

| Date | Region | Venue | Session 1 (9.30 am to midday) | Session 2 (1.00 to 3.30 pm) |
|-------------------------|-----------------------|---|--|--|
| Monday 26 March 2012 | Eastern Metropolitan | Parkmore Primary School, Forest Hill | Analysing your school's VCE results | Analysing your school's VCE results |
| Tuesday 27 March 2012 | Eastern Metropolitan | Parkmore Primary School, Forest Hill | Analysing your school's VCE results | Analysing your school's VCE results |
| Wednesday 28 March 2012 | Southern Metropolitan | Cheltenham Secondary College | Analysing your school's VCE results | Analysing your school's VCE results |
| Thursday 29 March 2012 | Southern Metropolitan | Dandenong High School | Analysing your school's VCE results | Analysing your school's VCE results |

Registration

To register for VCE Leaders briefings and training in analysing your school's VCE results, visit the professional development page on the VCAA website: www.vcaa.vic.edu.au/career/profdev.html. Detailed instructions are provided. Enquiries regarding these sessions can be directed to Anton Bouwer, Student Records and Results on (03) 9651 4447 or email: bouwer.anton.p@edumail.vic.gov.au

NOTE: Reimbursement of travel and accommodation expenses and funding of staff replacement for staff attending these sessions are not available.

Student Records and Results

Important administrative dates 2012

Errata

Pages 5 and 6

Under Wednesday 20 June, 'SIAR 1 scores for VCE Studio Arts School-assessed Task 1' has been removed.

The statement under Monday 30 July has been revised. It now reads SIAR scores for VCE Unit 3 School-assessed Coursework and VCE Studio Arts School-assessed Task 1'.

Please note that these changes also apply to the 2012 VCAA *Calendar for Secondary Schools and VCE and VCAL Providers*.

Outcomes from Small Group Partnerships Audit 2011

In 2011, as part of the VCAA ongoing monitoring and evaluation of current administrative procedures for the VCE, the Student Records and Results Unit conducted an audit of the procedures followed by schools for the formation and continuing management of Small Group Partnerships.

The audit was used to establish whether schools are following best practice procedures when administering their partnerships (refer to section 4.5.1 of the *VCE and VCAL Administrative Handbook 2012*) and to assist with planning for future collegial support for those schools involved in Small Group Partnerships.

The audit included 303 schools and 541 partnerships, representing a substantial sample size across metropolitan and country schools in the Independent, Catholic and Government sectors. Of the partnerships involved in the audit, 34 per cent submitted all requested documentation, 40 per cent submitted incomplete documentation and 26 per cent did not respond. Approximately two-thirds of schools did not follow the VCAA guidelines for conducting and managing Small Group Partnerships during 2011.

The VCAA requires schools with classes of fewer than five enrolments in any VCE Unit 3 and 4 study to form partnerships to enhance the curriculum and assessment arrangements for students. The audit found that a significant number of participants could not demonstrate sufficiently that their administration of Small Group Partnerships followed the published VCAA guidelines. The VCAA therefore request that each school that was engaged in a Small Group Partnership in 2011 complete an Application for Small Group Partnership Funding pro forma available on VASS before the payment will be processed.

For further clarification of the VCAA rules and rationale regarding Small Group Partnerships please refer to the *VCE and VCAL Administrative Handbook 2012*, Sections 4.5, 4.5.1, and Section 12.2.1, or the VCAA website:

www.vcaa.vic.edu.au/vce/exams/statisticalmoderation/partnerships.html#H2N400077

Contacts

Any queries regarding the partnership audit should be directed to the **Student Records and Results Unit** on (03) 9651 4434, fax (03) 9651 4470 or email: student.records@edumail.vic.gov.au

VCE Review and Implementation

Victorian student number (VSN)

Victorian student number (VSN) for students enrolled in VCE VET programs

All students participating in a VET in schools program will be required to supply their Victorian Student Number (VSN) to the VET provider at the point of enrolment. Registered Training Organisations (RTOs) and Technical and Further Education (TAFE) have a legislated responsibility to collect existing VSNs. In assisting students to complete their enrolment process with a VET provider, schools must:

- provide each student with written notification of their unique VSN
- inform students and parents of the importance of knowing and using this VSN when they enroll in training.

Enrolling new students

When a new student arrives at your school there are three possible values that can be entered in the VSN field.

1. For students transferring from another Victorian school
 - the actual VSN
 - ‘U’ if the student has a VSN but the VSN is **unknown**.
2. For students recently arrived from Interstate or Overseas enter ‘N’ for new.

A downloadable and printable brochure *VSN for parents* is available on the VCAA website:

www.vcaa.vic.edu.au/schooladmin/vsn/parents/VSN_parent_brochure.pdf

Please print off as many copies as you need and distribute to the parents of your students transferring from interstate or overseas.

Contacting the VSN operations team

If you have any questions regarding the VSN, please contact the VSN Operations team:

- ring the hotline on 1800 822 635
- email victorian.student.register@edumail.vic.gov.au
- fax 03 9651 0218.

VCAA forms for 2012

Forms for internal school use are available as VASS downloads; all other VCAA forms are available from the VCAA website: www.vcaa.vic.edu.au/schooladmin/forms/index.html

Where providers have multiple sites and campuses or students who attend a separate Satellite or Community VCAL provider, VASS Administrators are expected to distribute copies of VASS forms accordingly.

As the fee increase process has not yet been concluded, fees and charges included in the 2012 forms maintain 2011 levels.

Implementation briefings

Systems Engineering and Visual Communication Design

During 2012, the VCAA will conduct statewide implementation briefings for teachers of the revised VCE studies to be implemented in 2013. These studies are Systems Engineering and Visual Communication Design.

Full details of the briefings will be provided in the VCAA Bulletin VCE, VCAL and VET and Notices to Schools during Term 1.

For general enquiries related to the implementation briefings, please contact:

Robyn Douglass
VCE Implementation Manager
Victorian Curriculum and Assessment Authority
Ph: (03) 9651 4369
Email: douglass.robyn.f@edumail.vic.gov.au

Higher Education Studies in the VCE

Schools were advised in the September 2010 Bulletin of changes to the Extension studies program. Schools are reminded that from 2012 the former Extension Studies program is replaced with the restructured and renamed **Higher Education Studies in the VCE**.

Prior to 2012, an Extension study (university study) did not contribute towards satisfactory completion of the VCE.

From 2012, a Higher Education study will be able to contribute towards satisfactory completion of the VCE, as a Units 3 and 4 sequence without a study score.

Studies available in the Higher Education Studies program are approved by the VCAA on the grounds that the individual study does not duplicate any current VCE study and that it offers a clear extension on a linked VCE study, or offers a curriculum area that is not covered in any VCE study.

Information about the Higher Education Studies in the VCE program for 2012, including a complete list of participating universities and studies offered, is available on the VCAA website from the following page: www.vcaa.vic.edu.au/vce/studies/studiesextension.html

For information on how the Victorian Tertiary Admissions Centre will treat a higher education study for ATAR purposes in 2012, schools are referred to the recently published *VICTER 2013*: www.vtac.edu.au/pdf/publications/victer2013.pdf

VCE Review and Accreditation

Review of VCE Philosophy in 2012

The VCAA would like to thank the many teachers who expressed interest in nominating for membership of the VCE Philosophy Review Panel. When determining the membership of review panels, the VCAA takes into account the overall representation of teachers, industry, training and university sectors, gender balance as well as rural and regional representation. Panel members are appointed by the VCAA for their capacity as individuals to make expert contributions to the work of the panel for the duration of the review.

The Terms of Reference for this VCE Review Panel together with the *VCAA Principles and guidelines for the development and review of VCE studies* are available on the VCE Philosophy study page at:

www.vcaa.vic.edu.au/vce/studies/philosophy/philosophyindex.html

Enquiries about the review of this study should be directed to Monica Bini on (03) 9651 4575.

Review of VCE Studies in 2012

As advised in the December 2011 VCAA Bulletin, the following studies will undergo minor reviews in 2012:

- Dance
- Drama
- Theatre Studies
- Health and Human Development

Accreditation periods for VCE studies: effective 1 January 2012

As advised in the November 2011 VCAA Bulletin VCE, VET and VCAL No. 94, the 2012 accreditation schedule for VCE studies has been endorsed by the VCAA Board.

A summary of the accreditation periods for VCE studies can be found on [page 9](#).

An electronic copy of each currently accredited study design is available on the VCAA website from each study page at: www.vcaa.vic.edu.au/vce/studies/index.html

It is essential that teachers use the currently accredited study design as the basis for all course development and assessment of VCE studies. The VCAA remains the official source of advice for all VCE studies.

Schools will receive hard copies of the 2012 VCE Study Designs wall chart early in Term 1. This provides VCE co-ordinators, teachers and librarians with a quick visual reference to the entire collection of currently accredited VCE Study Designs for 2012.

Examinations

Examination specifications for revised studies

Examination specifications, advice and sample materials for the following revised VCE studies and VCE VET programs will be published on the VCAA website in February:

Accounting exam 1 and exam 2, Australian Politics, English Language, Global Politics, Industry and Enterprise, Media, Outdoor and Environmental Studies, Product Design and Technology, Sociology, VET Integrated Technology, VET Laboratory Skills, VET Music (Tech Production).

Teachers can download these materials from the examination page for the relevant study:

www.vcaa.vic.edu.au/vce/exams/examsassessreports.html

Any queries about these examinations should be directed to the VCE Examinations Unit on (03) 9225 2349 or email: examinations.vcaa@edumail.vic.gov.au

Accreditation periods for VCE studies: effective 1 January 2012

A summary of accreditation periods for VCE studies as approved by the Board of the VCAA is provided below.

| Accreditation period expires December 2012 | Accreditation period expires December 2013 | Accreditation period expires December 2014 | Accreditation period expires December 2015 | Accreditation period expires December 2016 |
|---|--|---|---|---|
| Systems Engineering Visual Communication and Design | Health and Human Development Philosophy | Art Biology Business Management Chemistry Classical Studies Dance Drama Economics English/ESL Environmental Science Foundation English Geography History Information Technology Literature Mathematics Physical Education Psychology Studio Arts Texts and Traditions Theatre Studies Languages: Arabic, Chinese FL, Classical Greek, Chinese SL, Chinese SLA, Classical Hebrew, French, German, Greek, Indigenous Languages of Victoria, Indonesian FL, Indonesian SL, Italian, Japanese FL, Japanese SL, Korean FL, Korean SL, Latin, Persian, Spanish, Vietnamese. Languages CCAFL: Albanian, Armenian, Auslan, Bosnian, Croatian, Dutch, Filipino, Hebrew, Hindi, Hungarian, Khmer, Macedonian, Maltese, Polish, Portuguese, Punjabi, Romanian, Russian, Serbian, Sinhala, Swedish, Tamil, Turkish, Ukrainian, Yiddish | Agricultural and Horticultural Studies Food and Technology Legal Studies Music Religion and Society | Accounting Australian and Global Politics English Language Industry and Enterprise Media Outdoor and Environmental Studies Product Design and Technology Sociology |
| <p>Languages Other than English (LOTE)</p> <ul style="list-style-type: none"> The accreditation period for all LOTEs is subject to VCAA and ACACA accreditation guidelines being met for minimum enrolments. FL: First Language, SL: Second Language, SLA: Second Language Advanced. | | | | |

Note: As of 2013 there will be some changes to the CCAFL written examinations. A notice explaining these changes will be published in the April edition of the VCAA Bulletin VCE, VCAL and VET.

VCE Chemistry Examination Data Book

Some minor amendments have been made to the data book provided to students in VCE Chemistry examinations. The atomic masses in the periodic table have been updated. There are a few minor adjustments to information in other tables. A copy of the data book is available from the VCAA website: www.vcaa.vic.edu.au/vce/studies/chemistry/exams.html

VET Interactive Digital Media

The supported operating systems and approved software to be used in the practical component of the 2012 VCE VET Interactive Digital Media examination are outlined below and are also available from the VCAA website: www.vcaa.vic.edu.au/vet/programs/multimedia/exams.html

There are no changes from 2011.

Supported operating systems

In 2012, the following operating systems will be supported:
Windows 2000, XP, Vista
Mac OSX, Mac/Intel OSX or Windows 7

Approved software programs

In 2012 the following software applications are approved for use in the practical component:

| Function | Software program |
|---------------------------------|---|
| Animation | Flash 8.0 |
| Write content | Notepad/TextEdit |
| Graphics editing | Photoshop CS or Corel Photo-Paint 12 or Fireworks 8.0 |
| Authoring Interactive Sequences | Dreamweaver 8.0 |
| Video | Will not be assessed in the practical component |

More recent versions of these software programs will also be acceptable.

Any queries about the VCE VET Interactive Digital Media examination should be addressed to Simona Wengritzky in the VCE Examinations Unit on (03) 9225 2357 or email: examinations.vcaa@edumail.vic.gov.au

Any training providers not using the supported operating systems or who are unable to provide the approved software to all students in the examination, should contact the VCE Examinations Unit as soon as possible.

Applications to Assess 2012 Examinations

Applications to assess the 2012 VCE written, performance and language oral examinations and the General Achievement Test (GAT) are now open. Applications can be lodged at:

www.ssms.vic.edu.au/public/home

Please note that different closing dates apply depending on the study. Closing dates are indicated on the application site.

Specific questions about assessing should be directed to the VCE Examinations Unit on (03) 9225 2349.

General information about assessing VCE examinations is available from the VCAA website:

www.vcaa.vic.edu.au/vce/exams/vceassessor.html

Agricultural and Horticultural Studies

2012 Prescribed list of pests and diseases

The 2012 Prescribed list of pests and diseases was published in the October 2011 VCAA Bulletin VCE, VCAL and VET No. 92.

Teachers should note the following amendments:

- that the correct scientific name of grass tetany is *Hypomagnesemia*.
- the more common pathogens **that cause** mastitis in Australian dairy herds include, but are not restricted to, *Streptococcus uberis*, *Staphylococcus aureus* and *Streptococcus agalactiae*.

The online version of the prescribed list has been amended and is available from the VCE Agricultural and Horticultural Study page:

www.vcaa.vic.edu.au/vce/studies/agrihorculture/agrihorindex.html

Dance

VCE Dance Study Design 2007–2014

Teachers are reminded that amendments have been made to the *VCE Dance Study Design*, effective 1 January 2012.

Unit 4, Area of Study 1, Dance Perspectives, Outcome 1:

Analyse cultural influences on, and the use of, group structures and the elements of spatial organisation to communicate the expressive intention in prescribed group dance works.

is replaced with

Analyse cultural influences on, and the use of, group structures and the elements of spatial organisation to communicate the expressive intention in a prescribed group dance **work**.

This amendment addresses concerns regarding workload which have been expressed by teachers through study monitoring focus groups.

Other amendments are made to align all documentation with this revised requirement:

- Unit 4 Outcome 1, key knowledge, dot points 1–3 will conclude ‘in a selected group dance work’
- Unit 4 Outcome 1, key skills, dot points 1–3 will conclude ‘in a selected group dance work’.

School-assessed Coursework, Unit 4 assessment tasks

Page 37, Outcome 1: Analysis of a work selected from the Prescribed List of Dance Works for Unit 4 in any one or a combination of the following formats:

- a written report
- an essay
- an annotated visual report.

The key knowledge and skills for the outcome are also amended accordingly.

In the *VCE Dance Assessment Handbook 2011* online edition the amendments are:

- page 11, Description of task, Analysis of a **work** ...
- page 12, Performance descriptors, ‘Sophisticated and very detailed analysis of ways in which group structures and all elements of spatial organisation are manipulated to communicate the expressive intention of a selected group dance **work**’.

Teachers should mark these changes on print copies of the study design and make appropriate changes to resources and materials including School-assessed Coursework tasks.

The online version of the VCE Dance Study Design and the written examination specifications have been amended to incorporate these changes.

Further questions should be addressed to Helen Champion, Curriculum Manager, Performing Arts, email: champion.helen.h@edumail.vic.gov.au

Text advisory panel 2012

Applications for membership of the VCE Dance Prescribed list of works text advisory panel are now being taken through the VCAA Sessional Staff Management System (SSMS). The panel will consist of teachers, academics and industry representatives and will propose dance works for study in 2013. It is expected that the bulk of work of the panel will take place between June and September. Panel members may be teaching Units 3 and 4 of the study and will be appointed by June 2012. The closing date for applications is **Friday 29 March 2012**.

For further information contact Helen Champion, Curriculum Manager, Performing Arts on (03) 9651 4668 or email: champion.helen.h@edumail.vic.gov.au

VCE Drama Study Design 2007–2014

As advised in the Special Edition December 2011 VCAA Bulletin, a change has been made to the *VCE Drama Study Design*. This change is outlined below.

Unit 3, Outcome 1 Assessment Task:

Presentation of character/s within an ensemble performance.

is replaced with

Development and presentation of character/s within an ensemble performance.

The Assessment task has been amended to incorporate both developmental work *and* performance, bringing the task into alignment with the area of study descriptor and the outcome statement.

The performance descriptors for this task have been amended in Section 2 of the VCE Drama Assessment Handbook: www.vcaa.vic.edu.au/vce/studies/drama/DramaHB_2007.doc. A revised marking scheme is also provided in Section 3 of the handbook.

The October 2011 VCAA Bulletin VCE, VCAL and VET No. 92 available on the VCAA website has been updated to reflect this change.

This change is effective from 1 January 2012. Enquiries about the *VCE Drama Study Design 2017–2014* can be directed to Helen Champion, Curriculum Manager, Performing Arts on (03) 9651 4668.

Schools will be asked to submit a Principal's Declaration early in 2012, attesting that this information has been received by the relevant staff.

2012 Playlist

The Unit 3 Playlist is available in Supplement 2 of this Bulletin. Note that information regarding some plays on the list has altered since the list was initially published in December 2011.

Playlist advisory panel 2012

Applications for membership of the VCE Drama and Theatre Studies Playlist advisory panel are now being taken through the VCAA SSMS. The panel will consist of teachers, academics and industry representatives and will propose plays for the 2013 Playlist. It is expected that the bulk of work of the panel will take place between August and November. Panel members may be teaching Units 3 and 4 of the study and will be appointed by June 2012. The closing date for applications is **Friday 29 March 2012**.

For further information contact Helen Champion, Curriculum Manager, Performing Arts on (03) 9651 4668 or email: champion.helen.h@edumail.vic.gov.au

Clarification about the Human Development Index

The following clarification has been provided in response to enquiries about VCE Health and Human Development Unit 4 Area of Study 1 key knowledge:

- definitions of sustainability and human development according to the UN, including the human development index.

It should be noted that the United Nations Development Programme (UNDP) has changed the data used to determine the Human Development Index (HDI). The UNDP now identifies components of the HDI as three dimensions with four indicators as described in the table below.

| | Dimensions | Indicators |
|-------------------------|------------------|----------------------------------|
| Human Development Index | Health | Life expectancy at birth |
| | Education | Mean years of schooling |
| | | Expected years of schooling |
| | Living Standards | Gross national income per capita |

The changed data does not have any impact on the definition of the HDI, as outlined in the glossary on page 35 of the *VCE Health and Human Development Study Design 2010–2013*.

The VCAA requires this change to the calculation of the HDI to be incorporated into the teaching of Unit 4 of VCE Health and Human Development for 2012 and for the remainder of the accreditation period of the study design (2010–2013).

More information on the HDI can be accessed from the UNDP website at: www.hdr.undp.org/en/statistics/hdi/

VCE Health and Human Development Study Design 2010–2013

As previously notified in the June 2011 VCAA Bulletin VCE, VCAL and VET No. 88, teachers are reminded of the following change to the *VCE Health and Human Development Study Design 2010–2013*: On page 24 in Unit 3, Area of Study 2: Promoting Health in Australia, the word 'values' should be deleted and replaced with the word 'mission' in the following points of key knowledge and key skills.

Key knowledge

- the role of VicHealth in promoting health including its **mission**, priorities and how it reflects the social model of health

Key skills

- describe the role, **mission** and priorities of VicHealth and the potential health outcomes of a VicHealth funded project for promoting health

These changes took effect in 2011.

Enquires about the *VCE Health and Human Development Study Design* can be directed to Nerida Matthews, Curriculum Manager, Health and Physical Education on (03) 9651 4444.

Music

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Latin

VCE Latin Study Design 2005–2014

Teachers are reminded that amendments have been made to the *VCE Latin Study Design 2005–2014*, effective 1 January 2012. The amendments are in relation to Units 1-4: Common areas of study. These amendments were detailed in a VCAA Bulletin lift-out as part of the September 2011 VCAA Bulletin, VCE, VCAL and VET No. 91 and are available via the following link: www.vcaa.vic.edu.au/correspondence/bulletins/2011/September/2011SEPTLIFT.pdf

Media

VCE Media Study Design 2012–2016

Schools are reminded that the weightings for contribution to final assessment for School-assessed Coursework in Unit 3 and the School-assessed Task in the hard copy version of the *VCE Media Study Design 2012–2016* are incorrect. The weightings have been updated in the online study design.

The corrections are:

On page 11, percentage contributions to the study score in VCE Media are as follows:

| | |
|----------------------|-------------|
| Unit 3 SAC | 6 per cent |
| Unit 4 SAC | 12 per cent |
| School-assessed Task | 37 per cent |
| Examination | 45 per cent |

On page 25 of the *VCE Media Study Design 2012–2016* under the heading ‘School-assessed Coursework’, the contribution of Unit 3 School-assessed Coursework should be six per cent.

On page 29, under the heading ‘Contribution to final assessment’, the percentage contribution for the School-assessed Task should be 37 per cent.

The amended weightings have been included in the online version of the *VCE Media Study Design 2012–2016* at: www.vcaa.vic.edu.au/vce/studies/media/mediaindex.html

VCE Music Investigation

Enrolment focus codes

Focus codes are used to identify whether students have selected to present their end-of-year performance examination program as a member of a group or as a soloist. Students performing as a member of a group should be enrolled using the code for group (GR), NOT the code for the instrument/s they play. VCAA will contact schools regarding the type of group and for other details.

Students who will perform on one instrument as a soloist should enrol using the code for that instrument.

Focus Area approval

The Focus Area approval process allows VCAA to confirm that each student enrolled in VCE Music Investigation Units 3 and 4 has selected a Focus Area of appropriate depth and breadth and that this Focus Area has appropriate links to a work selected from a VCE Music prescribed list.

Information on the approval form should include:

- Focus Area title
- name of work selected from a prescribed list that will underpin the Focus Area and be performed in the end-of-year performance examination
- a short list (3–5) of works that will be studied in the ‘sample of works’ for Unit 3 Outcome 1
- a proposed performance examination program (note, this program may vary without further approval)
- an explanation of how the prescribed work is characteristic of the Focus Area and brief information about performance techniques, conventions, composers/performers and music styles that will be studied. A timeframe for the Focus Area should also be identified. Information about influences on the Focus Area and/or issues relevant to performance of works may also be included. This information may be presented in dot points or prose and may include links to relevant websites, video or sound files. This explanation should be written from a performance perspective.

An approval form must be completed for each student undertaking VCE Music Investigation Units 3 and 4 in 2012. As required, applications for approval of alternative works should also be submitted. Those forms can be downloaded from the Music Investigation index page:

www.vcaa.vic.edu.au/vce/studies/music/musicinvestigateunits3-4/musicinvestigateindex.html

The forms should be emailed to school.assessment.vcaa@edumail.vic.gov.au. The forms for each student in a class may be submitted individually or combined in a single document or folder and submitted together. Forms may be submitted as a Word document or converted to PDF. Schools are not required to submit sheet music or audio files at this stage. During the approval process, VCAA may contact schools and request

copies of sheet music for a prescribed work and/or an audio recording of that work.

Approval forms must be received at VCAA on or before 5:00 pm **Friday 2 March**. Approval will be sent to the person nominated as ‘School Contact’ as soon as possible after receipt of the application. If a student wishes to change an approved Focus Area, the school should contact VCAA before approving the change. Approval is not required for minor variations to an approved Focus Area. Approval of the Focus Area is a separate process from the School-assessed Coursework audit.

Enquiries regarding this form and the approval process should be directed to Helen Champion, Curriculum manager, Performing Arts, (03) 9651 4668 or email: champion.helen.h@edumail.vic.gov.au

VCE Music Performance

Enrolment focus codes

Focus codes are used to identify whether students have selected to present their end-of-year performance examination program as a member of a group or as a soloist. Students performing as a member of a group should be enrolled using the code for group (GR), NOT the code for the instrument/s they play. VCAA will then contact schools regarding the type of group and for further details. Students who will perform on one instrument as a soloist should enrol using the code for that instrument.

VCE Music prescribed lists

The same lists are used for Units 3 and 4 Music Investigation and Music Performance. Information about study specific requirements is provided on the lists.

Alternative works and alternative instruments

Guidelines and application forms for approval of alternative works and/or alternative instruments for solo performance are available on the VCE Music Investigation index page:

www.vcaa.vic.edu.au/vce/studies/music/musicinvestigateunits3-4/musicinvestigateindex.html.

Note that separate guidelines and application forms are provided for Music Investigation and for Music Performance.

These forms must be received at VCAA on or before 5:00 pm **Friday 24 February 2012**.

Group list

The 2012 group list of works is available for download on the VCE Music Investigation index page:

www.vcaa.vic.edu.au/vce/studies/music/musicinvestigateunits3-4/musicinvestigateindex.html

and the VCE Music Performance index page:

www.vcaa.vic.edu.au/vce/studies/music/musicperformunits3-4/musicperformunits3-4index.html

The Introduction has been updated from 2011 and includes information about requirements for each study. Works have been added to Section A and Section B, and works deleted from Section A are also identified. If students wish to perform a work that has been deleted as a ‘prescribed work’ they must seek approval to do so through the alternative works approval process.

Solo lists

For 2012, all works on the 2011 lists have been retained. Some works have been added to specific instrument lists. A ‘2012 update’ is included in the introduction to the list for each instrument. The update includes information about additions to the list, works that will be deleted from 2013, and/or other information such as notes about accompaniments or the categorisation of works. Note that for most works on the lists the editions listed are recommended only. Other equivalent editions may also be used without seeking approval from VCAA. Where a work is a specific arrangement or transcription, it is generally only published in the listed edition. It is the responsibility of schools to ensure that students perform only listed works or approved alternative works.

VCE Music Style and Composition

Authentication Record for the Externally-assessed Task

Students must ensure that all unacknowledged work submitted for assessment is genuinely his/her own. For the Externally-assessed Task, teachers must monitor and record each student’s development of work, from planning and drafting through to completion, in the Authentication Record form for Music Style and Composition. This requires regular sightings of the work by the teacher.

Observations of individual work done in class should be recorded. The teacher and student must sign each recorded observation. For each student, teachers should complete an *Authentication Record for the Externally-assessed Task*, available from the VCE Music Style and Composition index page:

www.vcaa.vic.edu.au/vce/studies/music/musicstylecompunits1-4/musicstylecompindex.html.

This record should be submitted with the task.

Task Specifications and Marking Guide

For 2012, some modifications have been made to the requirements and the weighting of each section of the task. The updated requirements and marking form can be downloaded from the VCE Music Style and Composition index page:

www.vcaa.vic.edu.au/vce/studies/music/musicstylecompunits1-4/musicstylecompindex.html

Prescribed list of group works advisory panel 2012

Applications for membership of the VCE Music Prescribed list of group works panel are now being taken through the VCAA SSMS. This list is used by VCE Music Investigation and VCE Music Performance. The panel will consist of teachers, academics and industry representatives and will propose works for performance in 2013. It is expected that the bulk of work of the panel will take place between June and October. Panel members may be teaching Units 3 and 4 of the study and will

be appointed by June 2012. The closing date for applications is **Friday 29 March 2012**.

For further information contact Helen Champion, Curriculum Manager, Performing Arts on (03) 9651 4668 or email: champion.helen.h@edumail.vic.gov.au

Systems Engineering

Amendment to formula sheet

Teachers of VCE Systems Engineering should note three minor changes to the *Mechanical Systems formula and Electrotechnology Systems formula and data sheet* originally published in the February 2010 VCAA Bulletin VCE, VCAL and VET No. 78.

1. The position of the % in the efficiency formula (formula number 8), has been altered.
2. The silver tolerance for the resistor colour code has been removed (number 23 of the formula and data sheet).
3. The truth table for the NAND logic gate has been amended. The last line of the truth table is Input A – 1, Input B – 1 and Output Q – 0 (number 24 of the formula and data sheet).

The February 2010 VCAA Bulletin VCE, VCAL and VET No. 78 available on the VCAA website has been updated to reflect these changes.

Theatre Studies

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2012 Playlist

The Unit 3 and Unit 4 Playlists are available in Supplement 2 of this Bulletin. Note that information regarding some plays on the list has altered since the list was initially published in December 2012.

Playlist advisory panel 2012

Applications for membership of the VCE Drama and Theatre Studies Playlist advisory panel are now being taken through the VCAA SSMS. The panel will consist of teachers, academics and industry representatives and will propose plays for the 2013 Playlist. It is expected that the bulk of work of the panel will take place between August and November. Panel members may be teaching Units 3 and 4 of the study and will be appointed by June 2012. The closing date for applications is **Friday 29 March 2012**.

For further information contact Helen Champion, Curriculum Manager, Performing Arts on (03) 9651 4668 or email: champion.helen.h@edumail.vic.gov.au

Changes to VCE VET Programs for 2012

As outlined at the 2011 VCAA VET, VCAL and DEECD Statewide Briefings and in the November 2011 VCAA Bulletin VCE, VCAL and VET No. 93, there have been a number of changes to qualifications which make up some of the VCE VET programs. To reflect these changes accurately, the following VCE VET programs now have revised program structures available on their program specific pages on the VCAA website. Schools and RTOs are advised to replace the programs structures in their current Program Booklets as per the advice provided.

| VCE VET Program | Changes for 2012 | Further information |
|--|---|--|
| Applied Fashion Design and Technology | Unit of competency added to Units 3 and 4: MSAENV272B Participate in environmentally sustainable work practices (30 hours). Units 3 and 4 elective bank reduced to a selection of 90 nominal hours. | www.vcaa.vic.edu.au/vet/programs/appliedfashion/appliedfashion.html |
| Business | Program 1: Unit of competency changed in Elective bank of Units 1 and 2: FNSICGEN305B replaced with FNSACC301A Process financial transactions and extract interim reports. Program 2: Unit of competency removed from Units 3 and 4: FNSICGEN305A Maintain daily financial/ business records. Units 3 and 4 total reduced to 180 hours | www.vcaa.vic.edu.au/vet/programs/business/business.html |
| Community Services | Changes to unit of competency codes in Units 1–4. | www.vcaa.vic.edu.au/vet/programs/community/commservice.html |
| Desktop Publishing and Printing | No new enrolments from 2012. New qualifications will be available for students under Block Credit arrangements. | |
| Financial Services | No new enrolments from 2012. New qualifications will be available for students under Block Credit arrangements. | |
| Food Processing (Wine) | No new enrolments from 2012. New qualifications will be available for students under Block Credit arrangements. | |
| Furnishing | Units of competency added to compulsory units in Units 1 and 2: MSAPMOPS101A Make measurements MSACMT251A Apply quality standards LMFFM2005B Join solid timber. Units of competency added to elective bank of Units 1 and 2: CPCCOHS1001A Work safely in the construction industry LMFFM1001B Construct a basic timber furnishing product. Total nominal hours for Units 1 and 2 changed. For students undertaking Units 3 and 4 in 2013, a revised Units 3 and 4 program structure will be released at the end of 2012. | www.vcaa.vic.edu.au/vet/programs/furnishing/furnish.html |
| Hospitality and Hospitality (Kitchen Operations) | Changes to codes and nominal hours of compulsory and elective units of competency in Units 1–4 of Program 1: Hospitality and Program 2: Hospitality (Kitchen Operations). | www.vcaa.vic.edu.au/vet/programs/hospitality/hospitality.html |
| Information Technology | Changes to units of competency codes in Units 1–4. | www.vcaa.vic.edu.au/vet/programs/infotech/infotech.html |
| Interactive Digital Media | Units of competency changed in Units 1 and 2 of CUF20107 and CUF30107: Core unit: BSBOHS201A replaced with CUSOHS301A Follow OHS procedures. Elective units of competency changed in Units 1 and 2 of CUF20107: CUSOU04A replaced with CUSOU201A Assist with sound recordings, and CUSOU09A replaced with CUSOU202A Mix sound in a broadcasting environment. | www.vcaa.vic.edu.au/vet/programs/interactivedigital/interactivedigital.html |
| Music | Units of competency added to Units 1 and 2 Elective bank of CUS20109 and CUS30109: CUSMLT302A Develop and apply aural-perception skills CUSMPF203A Develop ensemble skills for playing or singing music CUSMPF302A Prepare for performances. Unit of competency added to Units 1 and 2 Elective bank of CUS30209: CUFLGT303A Install and operate follow spots. Units of competency changed in Units 3 and 4 of CUS30109: Units removed: CUSMPF302A, CUSMLT302A, CUSMPF203A. Elective units of competency added: CUSMPF402A Develop and maintain stagecraft skills CUSMPF404A Perform music as part of a group, or CUSMPF406A Perform music as a soloist. Units 3 and 4 total increased to 235 hours | www.vcaa.vic.edu.au/vet/programs/music/music.html |

A full list of VCE VET programs available for 2012 is on the VCAA website: www.vcaa.vic.edu.au/vcaa/vet/VCAA-SB-VCEVETPrgList2012changesnotify.pdf

VCE VET Information Technology

The VCE VET Information Technology published in 2006 and drawn from the ICA05 Training Package will continue for 2012. Schools and RTOs wishing to deliver this program will need to deliver training in line with the current *VCE VET Information Technology Program Booklet* and program structures available on the following page:

www.vcaa.vic.edu.au/vet/programs/infotech/infotech.html

A revised VCE VET Information Technology program will be developed early in 2012 for implementation from 2013.

VCE VET Engineering

As outlined in the October 2011 VCAA Bulletin VCE, VCAL and VET No. 92, the current VCE VET Engineering Studies program is undergoing review and re-accreditation. This process has not been finalised, therefore there will be no change to this program for 2012.

VASS Enrolment advice for VCE VET Furnishing Units 3 and 4

As notified in the October 2011 VCAA Bulletin VCE, VCAL and VET No. 92 there will be changes to the VCE VET Furnishing program from 2012. These changes were published in the revised program structure on the VCAA website in December 2011. Students undertaking Units 1 and 2 in 2012 are to be enrolled as per the revised program structure available on the VCAA website. Students undertaking Units 3 and 4 in 2012 are to be enrolled as per the program structure published in the *VCE VET Furnishing Program Booklet November 2010* available at:

www.vcaa.vic.edu.au/vcaa/vet/programs/furnishing/publications/VCEVETFurnishProgramBooklet.pdf

For 2012 only, the following VASS enrolments are to be made for students undertaking Units 3 and 4. Please note the amended certificate code LMF20309-2012, and unit code MSACMT251A-1 for the unit of competency *Apply quality standards*.

Certificate Code: *LMF20309-2012*

Certificate II in Furnishing

| | | |
|--------------|--|----|
| LMFFM3002B | Construct furniture using leg and rail method | 64 |
| LMFFM3012B | Prepare cutting list from plans and job specifications | 16 |
| LMFGN3001B | Read and interpret work documents | 24 |
| LMFFM2002B | Assemble furnishing components | 20 |
| MSACMT251A-1 | Apply quality standards | 30 |
| LMFCR0003B | Carry out measurements and calculations | 20 |
| LMFFM2001B | Use furniture making hand and power tools | 40 |

VCE VET Sport and Recreation Program

The revised VCE VET Sport and Recreation program is sourced from the SIS10 Training Package. Due to continuous improvement and the updating of imported units, this package has already undergone changes. The following units of competency have been included in the elective groups outlined in the SIS20210 Certificate II in Outdoor Recreation:

Group J: Fishing – Tackle and Bait now includes *SISOFSH201A Catch and handle fish*

Group O: Mountain Biking now includes *SISOCYT202A Demonstrate basic cycling skills*.

The unit of competency *ICAU2006B Operate computing packages* (60 hours) has been updated to an equivalent unit from the ICA11 Training Package, *ICAICT203A Operate application software packages* (60 hours). This unit will replace ICAU2006B in Units 1 and 2 of both SIS20310 Certificate II Sport and Recreation and SIS30510 Certificate III in Sport and Recreation.

These changes will be reflected in the hardcopy version of the *VCE VET Sport and Recreation Program Booklet* sent to schools in Term 1 and will be updated in the electronic version on the program specific page on the VCAA website at:

www.vcaa.vic.edu.au/vet/programs/sportrecreation/VCEVETSportRecPrgBooklet.pdf

VCE VET Business Program 2

FNSICGEN305B Maintain daily financial/business records (20 hours) has been removed from the Units 3 and 4 of the VCE VET Business program. Due to continuous improvement this unit has been replaced in the BSB07 training package with a non-equivalent unit *FNSACC301A Process financial transaction and extract interim reports* (60 hours). It has been deemed that this new non-equivalent unit is not appropriate for inclusion in the Units 3 and 4 sequence.

The following units will comprise the Units 3 and 4 program for 2012:

| | | |
|------------|---|----|
| BSBWOR301A | Organise personal work priorities and development | 30 |
| BSBINM301A | Organise workplace information | 30 |
| BSBITU306A | Design and produce business documents | 80 |
| BSBINN301A | Promote innovation in a team environment | 40 |

The VCE VET Business examination specification and assessment plan have been updated to reflect the change and will be available on the VCAA website in February.

Reference groups for VCE VET programs under review in 2012

It is anticipated that the following VCE VET programs will be revised in 2012 for implementation in 2013:

- Dance
- Information Technology.

The VET Unit would like to hear from experienced teachers/trainers interested in being a member of these Reference Groups. If you would like to be involved in this process, please contact the VET Unit on (03) 9651 4458 or email: tripp.meredith.m@edumail.vic.gov.au

Schools and RTOs should note that other training packages may undergo significant review during 2012. Notification of other VCE VET program redevelopments will be published in the VCAA Bulletin VCE, VCAL and VET dependent upon endorsement of the relevant training package or curriculum documents.

Duplication between VCE Languages and VET Language Qualifications

The following policy has been developed by the VCAA to recognise duplication between VCE Languages and VET Language qualifications. VET Language qualifications include:

- ACT Language Certificates I – IV
- 22149VIC Certificate II in Applied Language
- 22150VIC Certificate III in Applied Language
- 22151VIC Certificate IV in Applied Language

For the purposes of credit in the VCE, equivalence has been established between all VCE Languages and both the ACT specific language qualifications and all the certificates in Applied Language where the language is the same. The following policy will apply:

- A student may be enrolled in a VCE Language study and a qualification in Applied Language, or ACT Language qualification in the same language either simultaneously or sequentially, but in that case will receive credit in the VCE for the VCE Language study only.
- Where a student has not received credit for a VCE Language study, nor is enrolled in a VCE Language study, credit for any VET Language certificate will be awarded according to Block Credit Recognition rules and arrangements.

This policy will affect any student wishing to receive credit towards the VCE by undertaking study or training in a language from 2012 onwards. The intention of this policy will apply to any updates or revisions to the VET qualifications listed.

VCE VET Scored Assessment Workshops – Notice to Schools

A series of professional development workshops for assessors of scored programs (school and RTO based) will be held in March 2012. The workshops will consist of activities relating to the design and development of scored assessment tasks in each scored VCE VET program. There will be the opportunity for sharing tasks and networking whilst preparing tasks for 2012.

A Notice to Schools with further information and registration details will be sent to schools in February. For further information please go to the VET page on the VCAA website:

www.vcaa.vic.edu.au/vet/index.html

Schools are urged to pass on this information to their RTO partners. For further information please contact the VET Unit: (03) 9651 4458.

Scored assessment advice for 2012

The following programs were revised in 2010:

- Furnishing
- Integrated Technologies
- Laboratory Skills
- Music (Programs 2 and 3).

Units 1 and 2 were implemented for the first time in 2011, with the first year of the revised scored assessment being 2012. Specific scored assessment advice has been published in Supplement 5 to this Bulletin and should be read in conjunction with the VCE VET Assessment Guide. The Assessment Guide and the *VCE VET Scored Assessment Supplement 2012* will be available for download from the following link:

www.vcaa.vic.edu.au/vet/programs/scoredasses.html

Sample examination questions will be available on the VCAA website for Integrated Technologies, Music (Program 3: Technical Production) and Laboratory Skills. Please note that sample questions will not be provided for Furnishing as the only change is the removal of LMFFM2007A from the units being examined in 2012. Examination specifications will be published in February and can be found under specific program areas at: www.vcaa.vic.edu.au/vce/exams/examsassessreports.html

RTO Scope of Registration – Reminder to Schools

Schools are reminded to check the Scope of Registration of an RTO before entering into training arrangements. RTOs must be able to demonstrate they have a qualification/s on their Scope of Registration before they are allowed to deliver training to students or before they can be listed as a training provider on VASS. An RTO's Scope of Registration can be viewed at the following websites:

www.training.gov.au/Search/SearchOrganisation
www.vrqa.vic.gov.au/StateRegister/Search

VCE VET Coursework Audit

VCE VET Coursework Audit results and feedback from 2011 will be sent to Principals in February. Teachers of programs are encouraged to ensure they receive the outcome of their audit from their Principal. Where training and assessment is conducted externally within a cluster or at an RTO, schools are reminded to forward the audit results to these trainers and assessors.

Notification of schools to be audited in 2012 will be made in late August.

2012 State Reviewers

Applications are invited for the position of VCE VET State Reviewer for 2012 for the following programs:

- Business
- Dance
- Equine Industry
- Hospitality
- Information Technology
- Interactive Digital Media
- Music
- Community Services
- Engineering Studies
- Furnishing
- Hospitality (Kitchen Operations)
- Integrated Technologies
- Laboratory Skills
- Sport and Recreation

State Reviewers can be teachers of the program at Units 3 and 4 levels. The VCE VET State Reviewer is a paid position and those appointed are required to undertake a range of activities including participating in VCAA professional development, providing feedback and advice to schools/RTOs, assisting in the preparation of published advice, conducting

coursework audits and preparing feedback as a result of the coursework audits.

Applications are open from 1 February until 14 February 2012. For more information and to apply please go to SSMS: www.ssms.vic.edu.au/public/home/

For further information, please telephone the VET Unit on (03) 9651 4458 or email: tripp.meredith.m@edumail.vic.gov.au

Presentation material from November Statewide Briefings

This information is now available on the VCAA Website at the following address:

<http://www.vcaa.vic.edu.au/vet/index.html#H3N1005F>

Maintaining Your Trainer and Assessor Currency - IBSA Professional Development

This workshop has been designed by the Innovation and Business Skills Australia Industry Skills Council (IBSA) and VELG to assist trainers in maintaining the currency of their training and assessor competence and will run in Melbourne on 28 February 2012. For more information go to:

www.ibsa.org.au/products-and-services/workshops-and-events.aspx

Training and Assessment competencies to be held by Trainers and Assessors

The National Skills Standards Council (NSSC) met in December 2011. One of the key outcomes from this meeting was the new determination for training and assessment competencies to be held by trainers and assessors. For further information please go to the following link to review the NSSC Communiqué 3 – December 2011 which outlines the new arrangements effective from July 2013:

www.nssc.natase.gov.au/news_and_events

VCAL Update

VCAL Quality Assurance Exemplars

Each year the VCAL quality assurance panels recommend a number of VCAL providers' templates as exemplars. The following exemplar templates have now been published on the VCAA website:

www.vcaa.vic.edu.au/vcal/providers/quality/index.html

| Strand | Unit | Provider | Teacher |
|--|--|--------------------------|------------------------------------|
| Numeracy Skills | Numeracy Skills Foundation | Lara Secondary College | Helen Brunacci and Belinda Cauberg |
| Numeracy Skills | Numeracy Skills Foundation | Nhill College | Michele Schwarz |
| Literacy Skills | Reading and Writing Intermediate | Bayview College Portland | Anthony Kelly |
| Literacy Skills, Personal Development Skills*, Numeracy Skills (Integrated activity) | Reading and Writing, Oral Communication, Numeracy Skills and Personal Development Skills* Foundation | Covenant College Geelong | Bruce Horman |

*Providers please note the learning outcomes in this exemplar are the old Personal Development Skills (PDS) learning outcomes. The revised PDS learning outcomes are to be delivered from 2012.

The VCAA would like to thank Helen Brunacci, Belinda Cauberg, Bruce Horman and Michele Schwarz for not only submitting their templates but also providing the accompanying work sheets.

VCAL Hands-on Graphic

The VCAL hands-on graphic (see right) is protected by copyright legislation. Any provider who wishes to use the graphic to promote the Victorian Certificate of Applied Learning will need to contact the VCAA. Further information can be found at the following site:

www.vcaa.vic.edu.au/footer/copyright.html



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The VCAA will not allow the use of the Victorian Certificate of Applied Learning or the expression VCAL in any manner which:

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www.vcaa.vic.edu.au/footer/copyright.html

2012 VCAL quality assurance arrangements

The VCAA has revised the VCAL quality assurance arrangements for 2012. All VCAL providers will be allocated to one of three categories for 2012. For further information on the three categories please refer to the VCAA Notice to Schools 176/2011 at:

www.vcaa.vic.edu.au/correspondence/notices/2011/176.html

In addition to the above notice, VCAL providers must also familiarise themselves with:

- VCAA Notice to Schools – VCAL quality assurance arrangements for 2012
www.vcaa.vic.edu.au/vcal/providers/quality/index.html
- VCAA Quality Assurance Kit 2012
www.vcaa.vic.edu.au/vcal/providers/quality/index.html

All providers will need to complete the Sample Assessment Task Template/s contained within the 2012 Quality Assurance Kit. The templates must be completed and forwarded to the QA panel leader (VCAL Liaison Teacher) in your Department of Education and Early Childhood Development (DEECD) region by **Friday 23 March 2012**.

Certificates in General Education for Adults

The following information provides advice on how the Certificates in General Education for Adults provide credit into the VCAL.

Guide for the alignment of Certificate in General Education for Adults to the VCAL

21772VIC Certificate I Certificate in General Education for Adults (CGEA)

| CGEA Units/Modules | Contribution to VCAL Strands [†] | Comment |
|---|---|---|
| Core Skills – Reading | Literacy Skills | Ninety nominal hours is required for a credit into the VCAL. There are insufficient hours (80 hours) in the CGEA Core Skills – Reading for a credit into the VCAL. Students will need to complete units/modules from the Core Skills – Writing to gain a credit into the VCAL. |
| Core Skills – Writing | Literacy Skills | Ninety nominal hours from the Core Skills – Writing UoC/M* and the Writing (Special Interest Electives** UoC/M*) will contribute one credit towards a student's VCAL program. |
| Core Skills – Numeracy and Mathematics | Numeracy Skills | Two UoC/M* from the Core Skills – Numeracy and Mathematics will contribute one credit towards a student's VCAL program. |
| Special Interest Electives – Numeracy and Mathematics | Numeracy Skills | Ninety nominal hours is required for a credit into the VCAL. There are insufficient hours (20 hours) in the Numeracy and Mathematics (Special Interest Electives) to contribute a credit to a student's VCAL program. The Numeracy and Mathematics (Special Interest Electives) UoC/M* can be combined with other CGEA UoC/M* to give a credit into the VCAL. |
| Special Interest Electives – Verbal Communication Skills (Special Interest Electives) | Work Related Skills | Ninety nominal hours is required for a credit into the VCAL. There are insufficient hours (62 hours) in the Verbal Communication (Special Interest Electives) to contribute a credit to a student's VCAL program. The Verbal Communication UoC/M* can be combined with other CGEA UoC/M* to give a credit into the VCAL. |
| Special Interest Electives – Work Related Units | Work Related Skills | Ninety nominal hours from the Work Related units UoC/M (Special Interest Electives) will contribute one credit towards a student's VCAL program. |
| Other Certificate 1 CGEA UoC/M* | | Ninety nominal hours is required for a credit into the VCAL. The VCAL strand to which the curriculum aligns will depend on the focus of the curriculum. The strand allocation will be determined by the VCAA. |

* UoC/M = Unit of competency/module

** Special Interest Electives include units not selected from the relevant bank of core Reading and Writing units

Comments:

- #The 21772VIC Certificate I CGEA UoC/M will contribute to a VCAL learning program at only the Foundation level.
- Certificate 1 units or above within the Certificate I CGEA Entry and Introductory will contribute to a VCAL program
- Ninety nominal hours is required for a credit into the VCAL. Providers can also package UoC/M to achieve VCAL credits. For example, the Core Skills – Reading and Writing UoC/M plus Core Skills – Numeracy and Mathematics UoC/M will contribute three credits towards a student's VCAL learning program.
- **To determine VCAL eligibility providers must run the eligibility function in the Victorian Assessment Software System (VASS).**
- To meet the Literacy eligibility requirement for a Foundation VCAL, a student will need to successfully complete a minimum of 60 hours each in **both** Reading and Writing UoC/M in the Certificate I CGEA.
- To meet the Numeracy eligibility requirement for VCAL, students must complete 90 nominal hours from the Numeracy and Mathematics UoC/M.
- Students must successfully complete the entire UoC/M. VASS will not allow partial completion of a UoC/M to be recorded as part of a student's VCAL program.

21773VIC Certificate II Certificate in General Education for Adults (CGEA)

| CGEA Units/Modules | VCAL Strands ^f | Comment |
|--|---------------------------|---|
| Core Skills – Reading | Literacy Skills | Ninety nominal hours is required for a credit into the VCAL. CGEA Core Skills – Reading UoC/M* will contribute one credit towards a student’s VCAL program. |
| Core Skills – Writing | Literacy Skills | Ninety nominal hours is required for a credit into the VCAL. CGEA Core Skills – Writing UoC/M* will contribute one credit towards a student’s VCAL program. |
| Core Skills – Numeracy and Mathematics | Numeracy Skills | Ninety nominal hours is required for a credit into the VCAL. Two Core Skills – Numeracy and Mathematics UoC/M will contribute one credit towards a student’s VCAL program. |
| Special Interest Electives – Numeracy and Mathematics | Numeracy Skills | The remaining Core Skills – Numeracy and Mathematics unit plus the Numeracy and Mathematics (Special Interest Electives) UoC/M will contribute one credit towards a student’s VCAL program. |
| Special Interest Electives – Verbal Communication Skills | | Ninety nominal hours is required for a credit into the VCAL. CGEA Verbal Communication (Special Interest Electives) UoC/M will contribute one credit towards a student’s VCAL program. |
| Special Interest Electives – Work Related Units | Work Related Skills | Ninety nominal hours from the Work Related units UoC/M (Special Interest Electives) will contribute one credit towards a student’s VCAL program. |
| Other Certificate II CGEA UoC/M | | Ninety nominal hours is required for a credit into the VCAL. The VCAL strand to which the curriculum aligns will depend on the focus of the curriculum. The strand allocation will be determined by the VCAA. |

* UoC/M =Unit of competency/module

** Special Interest Electives include units not selected from the relevant bank of core Reading and Writing units

Comments:

- # The Certificate II CGEA modules will contribute to a VCAL learning program at the Foundation and Intermediate level.
- Ninety nominal hours is required for a credit into the VCAL. Providers can also package UoC/M to achieve VCAL credits. For example, four Core Skills – Reading and Writing UoC/M plus Core Skills – Numeracy and Mathematics UoC/M and all the Verbal Communication Special Interests Electives UoC/M will contribute four credits towards a student’s VCAL learning program.
- **To determine VCAL eligibility providers must run the eligibility function in the Victorian Assessment Software System (VASS).**
- To meet the VCAL Literacy eligibility requirement for an Intermediate VCAL, a student will need to successfully complete a minimum of 50 hours each in **both** Reading and Writing units in the Certificate II or III CGEA.
- To meet the VCAL Numeracy eligibility requirement for VCAL, students must complete 90 nominal hours from the Numeracy and Mathematics UoC/M.
- Students must successfully complete the entire UoC/M. VASS will not allow partial completion of a UoC/M to be recorded as part of a student’s VCAL program.

21774VIC Certificate III Certificate in General Education for Adults (CGEA)

**VCAL
GENERAL
ADVICE**

| CGEA Units/Modules | VCAL Strands# | Comment |
|----------------------------------|---------------------|--|
| Reading | Literacy Skills | Ninety nominal hours is required for a credit into the VCAL. CGEA Core Skills – Reading UoC/M* will contribute one credit towards a student’s VCAL program. |
| Writing | Literacy Skills | Ninety nominal hours is required for a credit into the VCAL. CGEA Core Skills – Writing UoC/M* will contribute one credit towards a student’s VCAL program. |
| Numeracy and Mathematics | Numeracy Skills | Ninety nominal hours is required for a credit into the VCAL. CGEA Core Skills – Numeracy and Mathematics UoC/M* will contribute one credit towards a student’s VCAL program. |
| Verbal Communication Skills | | Ninety nominal hours is required for a credit into the VCAL. There are insufficient hours (85hrs) in the Verbal Communication (Special Interest Electives) to contribute a credit towards a student’s VCAL program. The Verbal Communication UoC/M can be combined with other CGEA UoC/M to give a credit into the VCAL. |
| Work Related Units | Work Related Skills | Ninety nominal hours from completed Work Related units UoC/M will contribute one credit towards a student’s VCAL program. |
| Other Certificate III CGEA UoC/M | | Ninety nominal hours is required for a credit into the VCAL. The VCAL strand to which the curriculum aligns will depend on the focus of the curriculum. The strand allocation will be determined by the VCAA. |

* UoC/M =Unit of competency/module

Comments:

- # The 21774VIC Certificate III CGEA modules will contribute to a VCAL learning program at the Foundation, Intermediate and Senior level.
- Ninety nominal hours is required for a credit into the VCAL. Providers can also package UoC/M to achieve VCAL credits. For example, if a student completes all the Core Skills – Reading and Writing UoC/M and all the Core Skills – Numeracy and Mathematics UoC/M plus any UoC/M from the Verbal Communication Skills (Special Interest electives), this will contribute four credits towards a student’s VCAL learning program.
- **To determine VCAL eligibility providers must run the eligibility function in the Victorian Assessment Software System (VASS).**
- To meet the VCAL Literacy eligibility requirement for a Senior VCAL, a student will need to successfully complete a minimum of 50 hours each in both Reading and Writing units in the Certificate III CGEA.
- Students must successfully complete the entire UoC/M. VASS will not allow partial completion of a UoC/M to be recorded as part of a student’s VCAL program.

Notices

NOTICES

Geography Teachers' Association of Victoria

Professional Learning Sessions 2012

Are you teaching VCE Geography for the first time?

Have you been asked to teach Geography, and the last time you studied Geography was in Year 8?

Help is at hand!

The Geography Teachers' Association of Victoria is hosting the following Professional Learning sessions for teachers in Term 1.

Sunday February 19: New teachers to VCE Geography Units 1–4

Wednesday 7 March: Help – how do I teach Geography?

Friday 23 March: Meet the examiners – increasing your VCE numbers

For VCE teachers and students, the Murray Darling Basin Student Lecture will be held on Sunday 4 March at ‘The Spot’ Lecture Theatre, University of Melbourne.

The GTAV would also like to remind all Geography teachers to ensure that they participate in the consultation process for The Australian Curriculum, Assessment and Reporting Authority (ACARA) Draft Australian Curriculum: Geography. You can attend a forum or participate in the online survey.

Full details are on the GTAV website: www.gtav.asn.au

November 2010 to December 2011

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| No. 99 September | Wednesday 12 September | Wednesday 29 August |
| No. 100 October | Wednesday 10 October | Wednesday 26 September |
| No. 101 November | Thursday 8 November | Wednesday 24 October |

VCE, VCAL and VET

VCAA BULLETIN



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VCE

2011 Exams

Accounting, Agricultural & Horticultural Studies, Biology, Business Management, Dance, Environmental Science, Food and Technology, Further Mathematics 1, Further Mathematics 2, IT – Software Development, Legal Studies, Media, Mathematical Methods CAS 1, National Politics, Outdoor and Environmental Studies, Psychology, VET Financial Services, VET Hospitality – Kit Ops, VET IT, International Studies, LOTE – Auslan, LOTE – Albanian, LOTE – Arabic, LOTE – Chinese Second Language, LOTE – French, Specialist Mathematics 2, LOTE – German, LOTE – Japanese FL, LOTE – Latin, LOTE – Maltese, LOTE – Portuguese, LOTE – Punjabi, LOTE – Romanian, LOTE – Sinhala, LOTE – Tamil, LOTE – Spanish, LOTE – Turkish, LOTE – Vietnamese, Chemistry, Economics, IT – Applications, Mathematical Methods CAS 2, Systems Engineering, Industry and Enterprise, VET Business, VET Community Services, VET Electrotechnology, VET Equine



VCE SEASON OF EXCELLENCE 2012

VCE
GENERAL
ADVICE

VCE Season of Excellence 2012 Event Dates

Top Screen

Thursday 1 March 6pm: Opening screening and panel discussion with filmmakers.

Venue: Australia Centre for the Moving Image

The first viewing of the seventeen films selected for Top Screen will launch the VCE Season of Excellence 2012. The panel discussion will follow the 6pm screening. Schools are invited to book for the event and hear how the filmmakers tackled the many challenges of film production and ask questions about their projects.

Screenings plus programs until Wednesday 9 May

Top Class Sound – original musical works

Wednesday 7 March 1.30pm

Venue: BMW Edge, Federation Square.

Top Class Music Investigation and Music Performance

Saturday 17 March, concerts: 11am, 3pm and 6.30pm

Venue: Melbourne Recital Centre, Cnr Southbank Blvd and Sturt St, Southbank

Top Class Dance and VET Dance

Friday 23 March, concerts: 10am and 1.30pm

Venue: Melbourne Recital Centre, Cnr Southbank Blvd and Sturt St, Southbank

Top Class Drama and Theatre Studies

Thursday 10 May, concerts: 10am, 2pm and 6.30pm

Friday 11 May, concerts: 10am and 2pm

Venue: Melbourne Recital Centre, Cnr Southbank Blvd and Sturt St, Southbank

Top Arts

Exhibition dates: Thursday 22 March – Sunday 15 July

Venue: Ian Potter Centre, NGV Australia, Federation Square

Top Designs

Exhibition dates: Saturday 24 March – Sunday 15 July

Venue: Melbourne Museum, 11 Nicholson Street, Carlton

Top Acts

Friday 25 May 7.30pm

Venue: Palais Theatre, Lower Esplanade, St Kilda

Updates: www.vcaa.vic.edu.au/excellenceawards/seasonofexcellence

The Season brochure will be sent to all schools in first week of Term 1.



VCE SEASON OF EXCELLENCE 2012

Works to be exhibited in Top Designs 2012

Top Designs will open at Melbourne Museum on 24 March. For times, exhibition and education bookings see: www.vcaa.vic.edu.au/seasonofexcellence.html



Louis Grech, Design and Technology
Wangaratta High
Lamp With Moods



Dylan Di Martino, Systems Engineering.
Catholic Regional College Sydenham
Moving Target System



Guilia Virgato, Lowther Hall AGS
Paddock to Plate of Farmers Market Food
Free Range Pork Belly with Heirloom Carrots



George Meek, Design and Technology
Ballarat Grammar
Architecture Inspired Chess Set



Guilia Virgato, Lowther Hall AGS
Hot Chocolate Soufflé with Fudge Sauce and Quince
Ripple Ice-cream

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