

# Angliss Neighbourhood House TOID 6389 Training Guide 22484VIC Certificate I in EAL (Access)



## Semester 1 2019

### Course Information

<b>Course Code</b>	22484VIC
<b>Course Title</b>	Certificate I in EAL (Access)
<b>Semester</b>	1
<b>Year</b>	2019
<b>Days</b>	Monday & Tuesday
<b>Time</b>	9:30 to 12:30 Monday & Tuesday 1 to 4 Tuesday (optional computer elective)
<b>Location</b>	Angliss Neighbourhood House

### Contact Details

<b>House Coordinator</b>	Meg Higgins	9687 9908	<a href="mailto:meg@anglissnh.net.au">meg@anglissnh.net.au</a>
<b>Education Coordinator</b>	Jenny Penfold	9687 9908	<a href="mailto:jenny@anglissnh.net.au">jenny@anglissnh.net.au</a>

### Semester Unit Outline

In Semester 1, 2019 Angliss Neighbourhood House will be offering the following Units

Unit Code	Title
VU22593	Read and write short simple messages and forms
VU22608	Explore transport options
VU22596 Optional computer elective	Use basic digital technology language and skills

## **Qualification requirements**

To obtain 22484VIC Certificate I in EAL (Access), learners must successfully complete a total of 8 units:

1 Core unit, 2 Speaking and Listening units, 2 Reading and Writing units and 3 General Elective units

- 1 core unit (learning plan)
- 2 Listening and Speaking skills unit
- 2 Reading and Writing skills unit
- 3 General electives

A Statement of Attainment will be issued for any unit of competency completed if the full qualification is not completed

## **Learning resources**

Teacher produced worksheets

EAL resource library

EAL student library

Dictionaries

Computer lab

Ipads

## **Delivery methods**

Teacher instruction

Pairwork

Group activities

Peer learning

Communicative activities

Games

Role Plays

Excursions

## Employability Skills

Successful completion of this course will also enable you to gain recognition for the following Employability Skills:

- Communication
- Initiative and Enterprise
- Technology
- Team Work
- Planning and Organising
- Learning
- Self Management
- Problem Solving

These skills are important for successful participation in the workforce and community.

### Assessment Details Semester 1 2019

Assessment Task	Week	Unit
VU22593 Read and write short simple messages and forms Task A: E1, 2 Text message	T1 W6	VU22593
VU22593 Read and write short simple messages and forms Task B: E3, 4 Library form	T2 W6	VU22593
VU22608 Explore transport options Task A: Local Public Transport TWAB	T2 W4	VU22608
VU22608 Explore transport options Task B Using the Road TWAB	T2 W 7	VU22608

Shaded area relates to students undertaking the computer elective

VU22596 Use basic technology language and skills Task A: E1,2 Computer task YCC	T1 W8	VU22596
VU22596 Use basic technology language and skills Task B: E1, 2, 3 Computer	T2 W7	VU22596

## Results

Competency based results will be used for your final results

C Competent

NYC Not Yet Competent

## Absences on Assessment Days

If you miss a class on a day when assessment is being conducted you need to make arrangements with your teacher for you to be assessed at an alternative time.

If you do not achieve the required standard, you will be given the opportunity to be re-assessed

## Assessment Method Descriptors

Assessment method	Description
Questioning oral/written	Assessor will ask a range of questions from the moderated bank of questions that supports the underpinning skills and knowledge required for competency in this unit. Questions may be answered in written or oral form.
Oral presentation (may be supported by technology)	Student will give a presentation against assessment criteria either alone or in a group to a small group or to the whole class
Portfolio	Student will gather and organise appropriate evidence into a portfolio to present to assessor. This will be presented and explained according to assessment criteria
Practical observation	Assessor will observe the student complete practical task/s against the assessment criteria
Demonstration	Assessor will observe the student complete practical task/s against the assessment criteria to the required specification in a simulated work environment.
Ongoing teacher assessment	Assessor will observe student activity throughout course work
Reflective journal	Evidence of personal writing and material related to assessment tasks completed in a personal journal.
Third party report	Reports from other teachers, community members or peers , relating to specific tasks and skills

Simulated role plays	Teacher/ assessor will establish a scenario and may or may not be a participant in this role play. Student will be assessed on oral capabilities whilst being observed.
Group/ pair work	Group or pair may research and/ or present material together

**Angliss Neighbourhood House TOID 6389  
Training Guide  
22485VIC Certificate II in EAL (Access)**



**Semester 1 Year 2019**

**Course Information**

<b>Course Code</b>	22485VIC
<b>Course Title</b>	Certificate II in EAL (Access)
<b>Semester</b>	1
<b>Year</b>	2019
<b>Days</b>	Monday & Tuesday
<b>Time</b>	9:30 to 12:30 Monday & Tuesday 1 to 4 Tuesday (optional computer elective)
<b>Location</b>	Angliss Neighbourhood House

**Contact Details**

<b>House Coordinator</b>	Meg Higgins	96879908	<a href="mailto:meg@anglissnh.net.au">meg@anglissnh.net.au</a>
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**Semester Unit Outline**

In Semester 1, 2019 Angliss Neighbourhood House will be offering the following Units

<b>Unit Code</b>	<b>Title</b>
VU22603	Read and write simple personal communications and transactional texts
VU22608	Explore transport options
VU22596 Optional computer elective	Use basic digital technology language and skills

## **Qualification requirements**

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1 Core unit, 2 Speaking and Listening units, 2 Reading and Writing units and 3 General Elective units

- 1 core unit (learning plan)
- 2 Listening and Speaking skills unit
- 2 Reading and Writing skills unit
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- Learning
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### Assessment Details Semester 1 2019

Assessment Task	Week	Unit
VU22603 Read and write simple personal communications and transactional texts Task A: E1 Absent from school – phone message TWAB	T1 W4	VU22603
VU22603 Read and write simple personal communications and transactional texts Task B: E2 Absent from school- writing an email TWAB	T1 W6	VU22603
VU22603 Read and write simple personal communications and transactional texts Task C: E3, 4 Centrelink form TWAB	T2 W5	VU22603
VU22608 Explore transport options Task TWAB	T2 W4	VU22608
VU22608 Explore transport options Task B: E2 Using the road TWAB	T2 W7	VU22608



Shaded area relates to students undertaking the computer elective

VU22596 Use basic technology language and skills Task A: E1,2 Computer task YCC	T1 W8	VU22596
VU22596 Use basic technology language and skills Task B: E1, 2, 3 Computer WCEC	T2 W7	VU22596

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