

Board Bulletin



BOARD OF STUDIES NSW

October 2000 – Vol 9 No 7

Meeting the educational needs of students in Years 7–10

The review of 7–10 syllabuses will complete a cycle of syllabus revision that commenced in 1995 with the K–6 English syllabus (published 1998) and that in recent years has focused on the HSC syllabuses.

In an era characterised by change, in which employment prospects are intimately tied to mastery of the new knowledge-based skills, there is need for a curriculum that prepares students for ongoing access to education and training opportunities.

The key foundations of learning involving literacy and numeracy have been emphasised in the revision of K–6 syllabuses. The New HSC syllabuses have been developed to provide strong entry points for employment, further training and higher education.

There is now a need to ensure that there is developmental continuity in the passage from the primary years through the compulsory Years 7–10. This period of education helps students to make the

transition from being dependent learners to becoming 'lifelong' learners, able to make progress within the education and training system according to need and opportunity throughout their lives.

The Years 7–10 period is critical in the consolidation of learning skills and attitudes towards learning — curriculum and pedagogy should ensure engagement and participation, accommodating a variety of pathways. Students need to acquire subject-specific and general knowledge and develop ways of handling change and new technology.

To ensure that Years 7–10 syllabuses address these needs, the Board has agreed to develop a K–10 framework that will be used to guide the evaluation and revision of the syllabuses.

A first step in the process of developing the framework has been to engage key education groups in discussion about the current curriculum and

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Primary Matters

Two new CD-ROMs for primary teachers

Two new K–6 CD-ROMs of student work samples are scheduled for release to schools in the next two terms. The Science and Technology K–6 CD-ROM will be released in Term 4, 2000 and the English K–6 CD-ROM will be ready in Term 1, 2001. This material provides additional support for teachers in their use of syllabus documents in English K–6 and Science and Technology K–6.

Annotated student work samples provide a vivid illustration of what students can do when they have access to the content of syllabuses. They provide evidence of progress and achievement in relation to the syllabus outcomes. When used in conjunction with other illustrative material such as indicators and stage statements, work samples help teachers to make decisions about the progress and achievement of their own students in relation to syllabus standards.

The student work samples used in these CD-ROMs were drawn from a range of NSW primary schools and students from Early Stage 1 to Stage 3. Information about the particular features of each CD-ROM is set out below.

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Upcoming Exhibitions

MYDA

Taronga Zoo, ANZ Conservation Theatre
Bradleys Head Road, Mosman
16 November 2000 – 28 November 2000
For bookings phone (02) 9969 2455

DesignTech

Powerhouse Museum, Level 3, Design Gallery
6 December 2000 – 28 March 2001
For bookings phone (02) 9217 0222

OnStage

Seymour Centre, York Theatre
Cleveland Street, Chippendale
5–8 February 2001 at 11 am and 7.30 pm
9 February 2001 at 1.30 pm and 7.30 pm and
Writers OnStage 10.30 am
10 February 2001 at 1.30 pm and 8.00 pm
Tickets are on sale from the Seymour Centre
(02) 9351 7940 from 11 October 2000. Adults \$22,
students \$16.50. Writers OnStage tickets \$8.

ENCORE

Concert Hall, Sydney Opera House
23 February 2001 at 7.30 pm
Tickets are on sale from the
Opera House Box Office,
(02) 9250 7777 from 11 October 2000.
Adults \$22.50 Students \$16.50

HSC and SC Important Dates October/November

Year 10

- 6 Oct** Schools Online grade collection service opens. Grade collection schedules sent to schools not using Schools Online
- 12–13 Oct** Board Endorsement Panel final decisions
- 13 Oct** Latest date for principals to notify students of intention to award an 'N' determination and to provide students with appeal form
- 17 Oct** Latest date for student appeals against 'N' determinations to be lodged with the principal
- 25 Oct** Latest date for principals to notify students of outcome of school review of 'N' determinations
- 27 Oct** Dispatch Illness/Misadventure forms
Latest date for principals to submit 'N' determination appeal forms and related documentation where appeal declined or upheld at school review
- 6–7 Nov** School Certificate Tests
- 10 Nov** Final date for schools to enter grades via Schools Online
Final date for submission of grades from schools not using Schools Online
Submit profile sheets for special programs of study

Year 11

- 6 Oct** Dispatch VET course competency collection forms
Dispatch general entry forms for JSST courses to be undertaken in Term 4
- 12–13 Oct** Board Endorsement Panel final decisions
- 13 Oct** Latest date for principals to notify students of intention to award an 'N' determination and to provide students with appeal forms
- 17 Oct** Latest date for student appeals against 'N' determinations to be lodged with the principal
- 19 Oct** Submit principals' Schedule of 'N' determinations
- 25 Oct** Latest date for principals to notify students of outcome of school review of 'N' determinations
- 27 Oct** Latest date for principals to submit 'N' determination appeal forms and related documentation where appeal declined or upheld at school review
General entry forms for JSST courses undertaken in Term 4
- 10 Nov** Submit VET course competency collection forms
- 24 Nov** Preliminary Records of Achievement to schools

Year 12

- 6 Oct** Dispatch VET course module collection forms
Dispatch general entry forms for JSST courses to be undertaken in Term 4
- 9 Oct** Assessment confirmation schedules available to Schools Online and dispatched to other schools (includes principal's certification)
- 12–13 Oct** Board Endorsement Panel final decisions
- 16 Oct** Visual Arts itinerant marking commences
- 18 Oct** HSC examinations commence
- 27 Oct** Dispatch assessment ranking sheet for distribution to each student after last examination at school
Submit general entry forms for JSST courses to be undertaken in Term 4
Submit VET course module collection forms
- 16 Nov** Latest date for principals' distribution of students' HSC assessment ranking sheets

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CHECK OUR WEBSITE

<http://www.boardofstudies.nsw.edu.au>



- * Stage 6 History Extension Source Book of Readings
- * Stage 6 History Extension Support Document
- * Stage 5 Work Education Syllabus
- * Stage 6 Industry Curriculum Frameworks Document for Students with Special Education Needs
- * 1999 SC Mathematics Test Report
- * Performance Scales for Reporting Achievement in VET Curriculum Framework Courses in the New Examinations
- * Guidelines for Accelerated Progression

HSC Important Dates (continued)

- Latest date for submission of HSC Illness/Misadventure appeals
HSC examinations finish
- 17 Nov** Latest date for students' HSC assessment ranking reviews/appeals to be lodged with principal
- 23 Nov** Latest date for school conduct of assessment ranking reviews
- 24 Nov** Principals' notification to candidates of results of review of appeals against assessment rankings
- 28 Nov** Latest date for principals' notification to the Board (fax sufficient) of results of review of students' appeals against assessment rankings; submission of related forms
Latest date for students whose assessment ranking reviews have been unsuccessful to notify principal of their wish to pursue the appeal to the Board of Studies
- 29 Nov** Submit students' appeals to the Board against school reviews of assessment ranking — notification by fax or letter

The *Board Bulletin* is a regular publication by the Board of Studies NSW. Principals are requested to circulate it among teachers and members of the School Council, P & C and parents. One copy should be filed for reference. Schools may only photocopy this publication for use by teachers, students and parents. Contributions or suggestions for articles are welcome.

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President's Message



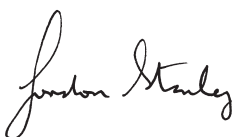
You will be aware that the Board has been integrating information technology both into our service to schools and also in curriculum. On August 21 I attended the Premier's ICT Skills Forum in Wollongong. This forum was focused on the emerging shortage in information and communications technology (ICT) skills.

Despite healthy enrolments in the Board's new IT courses and the VET Information Technology framework course, many people from the ICT industry were unaware of the opportunities for skill development in the New HSC. The Communique issued at the conclusion of the forum encouraged partnerships between all three levels of Government, business, the community and the education sector. Hopefully this will lead to better understanding of the way in which information and communications technologies are being integrated into all areas of education and training.

Following the forum I attended an e-learning conference, partly to hear where the industry believes itself going and partly to get some external check on our own preparedness for the 'next revolution in learning'. Demonstration of interactive communication technology based on Internet access formed a large part of the day's experience.

I was pleased to see that we are progressing in line with major developments in the e-learning industry. Opportunities for innovation in curriculum and assessment afforded by new technology will be evaluated to ensure that we are ready for implementation when schools can use it.

Every period of innovation and change has catch phrases. 'Just in time learning' is often being used in the e-learning context. It has obvious attraction as it implies an efficient delivery of knowledge and skill just when it is needed. Were education that simple! The challenge for schools is to prepare students to be able to make judgements about the sufficiency of their knowledge and skill achievements, so that they know when they need more education and training.



(Professor) Gordon Stanley

HSC examinations: sample marking guidelines for practical tasks

The HSC examinations in many subjects include practical tasks or submitted works that form part of the examination, in addition to the written papers. Such tasks include sight-singing, composing a musical work, carrying out a research project, and developing and taking part in a drama performance.


Practical tasks and submitted works are included in the New HSC examinations in Agriculture, Dance, Design and Technology, Drama, English Extension 2, Industrial Technology, Music 1, Music 2, Music Extension, Society and Culture, Textiles and Design, and Visual Arts, as well as in the modern languages Continuers and Extension courses.

For the written examination papers, the Board has produced specimen examination papers that show the style and types of questions that may be asked in each subject in the 2001 HSC examinations and beyond. Sample marking guidelines for selected questions have been produced that indicate the approach that would be taken to marking these papers.

Sample marking guidelines are being produced for all the practical tasks and submitted works in the subjects listed above. These will be available on the Board's website and distributed to schools during Term 4. For the oral examinations in the languages courses, sample marking guidelines are included with the sample guidelines for the written papers.

For the practical component(s) of the examination, the following will be included in the sample marking guidelines:

- a description of the task, derived from the syllabus;
- the syllabus outcomes that are assessed by the task;
- the criteria, derived from the outcomes, that are used to assess the student responses to the task;
- the marking guidelines for each component of the task.

The sample marking guidelines will aid students and teachers by providing, in a concise form, the requirements of the task(s) and a clear indication of what will be valued in student responses. 


Preparing for the New HSC

Teachers in NSW will start teaching New HSC courses to Year 12 students during Term 4 this year. The following guide to documents produced by the Board of Studies and school authorities will help teachers in implementing the New HSC.

The Board of Studies website contains most of the important, up-to-date documents teachers need—check the ‘What’s New’ area regularly.

The Official Notices in every *Board Bulletin* contain advice about Board decisions, and also any changes, clarification and errata related to curriculum and

assessment documents and examination requirements.

Check the websites of the Department of Education and Training (DET), the Catholic Education Commission (CEC) and the Association of Independent Schools (AIS). They contain helpful information related to matters such as programs and professional development. For further information about Board of Studies publications, or for assistance with downloading documents from the website, contact your Board of Studies Liaison Officer or Client Services, ph (02) 9367 8178. 

Publications

Assessment, Certification & Examination Manual

The New HSC Assessment Support Document

‘Internal Assessment in the New HSC’

‘Principles for Setting Examinations in a Standards-Referenced Frameworks’

‘Frequently Asked Questions about Assessment in the New HSC’

‘Principles for Developing Marking Guidelines ... in a Standards-referenced Framework’

Syllabuses (Internet version is most current edition)

Support Documents (including consultation reports, course introductions, mapping grids and support materials specific to each course)

Specimen Examination Papers

Marking Guidelines

Draft Performance Bands

VET Part B syllabus documents (units of competency from national training packages)

VET Competency Records

Resources from LIG Events (including sample programs and assessment materials)

‘The New Higher School Certificate: Frequently Asked Questions’

HSC Assessment: A Guide to Developing Procedures in Schools

Subject-specific areas on BOS website

Securing Their Future Assessment Bulletins 1–3

Assessment: A Standards-referenced Approach (Speakers’ notes and transparencies)

Life Skills Special Program of Study (including syllabus documents, Student Profile and Case Studies)

Curriculum Support for Teaching DET Curriculum support documents in each learning area

Published by:

Board of Studies (1999)

Board of Studies (1999)

Board Bulletin Vol 8 No 6

Board Bulletin Vol 8 No 9

Board Bulletin Vol 8 No 9

Board Bulletin Vol 9 No 3

Board of Studies, (1999–2000)

Board of Studies, (1999–2000)

Board of Studies (2000)

Board of Studies (2000)

Board of Studies (2000)

Board of Studies (2000)

Board of Studies (2000)

DET, HSC White Paper Implementation Team, Training and Development Directorate (1999–2000)

Board of Studies (1999)

Board of Studies (1996)

DET, HSC White Paper Implementation Team, Training and Development Directorate, 1999–2000. No 1, No 2, 1999, No 3, 2000

Board of Studies (2000)

Board of Studies (2000)

DET (2000)

Web address URL

http://www.boardofstudies.nsw.edu.au/docs_general/acemanual99.html

.../syllabus99/newhsc_assessment.pdf

.../docs_bulletins/bbv8_6.pdf

.../docs_bulletins/bbv8_9.pdf

.../docs_bulletins/bbv8_9.pdf

.../docs_bulletins/bbv9_3.pdf

.../syllabus99/syllabus2000_list1.html

.../syllabus99/syllabus2000_list1.html

.../syllabus99/syllabus2000_list1.html

.../syllabus99/syllabus2000_list1.html

.../syllabus99/syllabus2000_list1.html

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.../syllabus99/syllabus2000_list1.html

<http://www.newhsc.schools.nsw.edu.au/resource.html>

http://www.boardofstudies.nsw.edu.au/syllabus99/syllabus_faq.html

.../docs/docs.html

<http://www.newhsc.schools.nsw.edu.au/pdf/assessment1.pdf>

.../assessment2.pdf

.../assessment3.pdf

http://www.boardofstudies.nsw.edu.au/syllabus99/syllabus2000_list.html

.../syllabus99/sps/sps_index.html

<http://www.newhsc.schools.nsw.edu.au/resnewslett.htm>

Change of status of 60-hour Retail Curriculum Framework Extension Courses

As for all seven of the Board's industry curriculum frameworks, the Retail Curriculum Framework mandates a component of work placement as an HSC requirement. It also indicates that if additional work placement or classroom time is required to enable individual or class groups of students to achieve competencies, this will be determined by the deliverer. Further, the framework provides information on assessment requirements for individual units of competency and the integrated competency assessment required for the award of the AQF I or AQF II.

The purpose of the 60-hour Retail Curriculum Framework Extension Courses is to provide students with the opportunity to gain an Australian Qualifications Framework (AQF) Certificate II in Retail Operations. Given the necessity for significant workplace experience, the Retail Extension Courses are best suited to students undertaking a part-time retail traineeship.

The retail industry, represented through the NSW Retail Wholesale and Associated Services Industry Training Council Ltd, has advised the Board of Studies that students are unlikely to achieve the units of competency required for the awarding of an AQF Certificate II in Retail Operations without significant additional workplace experience. The industry considers that significant additional hours of work placement are necessary to successfully complete requirements for the awarding of a Certificate II in Retail Operations. In reaching this view they have drawn a parallel with the Retail Operations Traineeship (Certificate II in Retail Operations).

In the interests of enabling teachers and students to make informed decisions in relation to the Retail Extension courses and the award of the AQF II, the Board has decided that:

From 2001, for both Preliminary and HSC candidates, the status of the 60 hour Board Developed extension courses provided in the Retail Curriculum Framework will be changed to that of endorsed courses, and these courses will be available only for students undertaking a school-based part-time traineeship or with significant workplace experience.

Schools will need to apply through their relevant school authority (ie Department of Education and Training, Catholic Education Commission or Association of Independent Schools) for approval to deliver any of the following 60 hour extension courses from the Retail Curriculum Framework:

- Retail Operations — General Selling (60 indicative hours)
- Retail Operations — Fresh Food Selling (60 indicative hours)
- Retail Operations — Clerical Administrative (60 indicative hours)

The Board will, in turn, be advised of the school authority endorsement.

HSC Requirements for the Retail Operations (240 indicative hours) and Retail Operations (120 indicative hours) remain unchanged.

Contact: (02) 9367 8277



Meeting the educational needs of students in Years 7–10 *continued from page 1*

syllabus arrangements. In discussions that have occurred between Board officers and key education groups over the last few months, consideration has been given to three questions:

1. What is it about the current curriculum and syllabus arrangements in NSW that enable you to meet the educational needs of students or that limit what you'd like to do?
2. Which of these might be addressed by changing syllabus and curriculum requirements? How might this be done?
3. What examples are you aware of, locally, nationally or internationally, that provide positive examples from which we might learn? What examples exist that illustrate initiatives that we might avoid?

Responses to these questions have enabled Board officers to commence preparation of a draft K–10 framework which, once approved, will be used initially to guide the evaluation and revision of the Years 7–10 English and K–10 Mathematics syllabuses.

The development of the K–10 framework will reinforce initiatives that are already in place. For example, the move towards a consistent standards base for the reporting of syllabus outcomes provides clear accountability to students and parents of students' developmental progress. The School Certificate at the end of Year 10 now has external reporting of standards-referenced outcomes in English-literacy, Mathematics and Science, with Australian History, Geography, Civics and Citizenship to follow in the next few years.



Students encouraged to ring HSC Advice Line 13 11 12

The Board of Studies will once again assist students with up-to-date information, support and advice to help them with their exams when the HSC Advice Line opens on Thursday, 5 October.


Students can ring the Advice Line for the cost of a local call and get support and advice from more than 700 highly experienced HSC teachers, which is particularly useful at the times when they are unable to contact their own teachers – after hours and on weekends.

Advisers who operate the Advice Line are prepared to answer any question, no matter how simple, and teachers are asked to encourage their students to ring early this year, as the Advice Line attracted more than 27 000 calls last year.

Some typical questions include the structure of the exam, terms or concepts in the text, how to construct an essay and answers to past exam papers.

The Advice Line supports 40 HSC courses. Subjects that have attracted the most calls over the last five years are English, Mathematics, Economics, Modern History and Chemistry.

The best times to call are Friday evening or any evening between 6 pm and 7 pm, as well as Saturday and Sunday morning.

The 2000 Advice Line will open on Thursday, October 5 at 4 pm. It closes Wednesday, November 15 at 10 pm. The hours of operation are Monday–Friday 4 pm–10 pm, Saturday 10 am–6 pm, Sunday 10 am–10 pm. 

2000 HSC Advice Line Subject Availability

Ancient History	2 Unit courses	Thursday 5 October to Thursday 12 October	English Contemporary	2 Unit	Thursday 5 October to Wednesday 18 October
		Saturday 4 November to Thursday 9 November		English General	2 Unit
	3 Unit	Thursday 5 October to Thursday 12 October	English Related	2/3 Unit (Common)	Thursday 5 October to Wednesday 18 October
		Saturday 4 November to Thursday 9 November		3 Unit	Thursday 5 October to Wednesday 18 October
Biology	2 Unit	Thursday 5 October to Thursday 12 October	General Science	2 Unit	Thursday 5 October to Thursday 12 October
		Monday 16 October to Sunday 22 October			Thursday 12 October to Saturday 21 October to Sunday 22 October
Business Studies	2/3 Unit (Common)	Thursday 5 October to Thursday 12 October	General Studies	2 Unit	Thursday 5 October to Thursday 12 October
		Monday 23 October to Sunday 29 October			Thursday 26 October to Wednesday 1 November
	3 Unit	Thursday 5 October to Thursday 12 October	Geography	2/3 Unit (Common)	Thursday 5 October to Thursday 12 October
		Monday 23 October to Thursday 2 November			Thursday 12 October to Tuesday 24 October to Monday 30 October
Chemistry	2 Unit	Thursday 5 October to Thursday 12 October		3 Unit	Thursday 5 October to Thursday 12 October
		Wednesday 25 October to Wednesday 1 November			Tuesday 24 October to Thursday 2 November
Computing Studies	2 Unit courses	Thursday 5 October to Thursday 12 October	Geology	2 Unit	Thursday 5 October to Thursday 12 October
		Thursday 19 October to Wednesday 25 October			Saturday 11 November to Sunday 12 November
	3 Unit	Thursday 5 October to Thursday 12 October	Legal Studies	2/3 Unit (Common)	Thursday 5 October to Thursday 12 October
		Thursday 19 October to Wednesday 25 October			Thursday 19 October to Wednesday 25 October
Economics	2/3 Unit (Common)	Saturday 28 October to Tuesday 31 October		3 Unit	Thursday 5 October to Thursday 12 October
		Thursday 5 October to Thursday 12 October			Thursday 12 October to Thursday 19 October to Wednesday 25 October
	3 Unit	Monday 16 October to Sunday 22 October	Mathematics	2/3 Unit (Common)	Monday 30 October to Thursday 2 November
		Thursday 5 October to Thursday 12 October			Thursday 5 October to Thursday 12 October
		Monday 16 October to Thursday 26 October			Thursday 19 October to Tuesday 24 October

	3/4 Unit (Common)	Thursday 5 October to Thursday 12 October Thursday 19 October to Monday 30 October	Physics	2 Unit	Thursday 19 October Thursday 5 October to Thursday 12 October Tuesday 31 October to Wednesday 8 November
	4 Unit	Thursday 5 October to Thursday 12 October Thursday 19 October to Tuesday 24 October	Science	3/4 Unit	Thursday 5 October to Thursday 12 October Saturday 28 October to Wednesday 1 November Saturday 4 November to Wednesday 8 November
Mathematics in Practice	2 Unit	Thursday 5 October to Thursday 12 October Thursday 19 October to Tuesday 24 October	Science for Life	2 Unit	Thursday 5 October to Thursday 12 October Saturday 21 October to Sunday 22 October
Mathematics in Society	2 Unit	Thursday 5 October to Thursday 12 October Thursday 19 October to Tuesday 24 October	Studies of Religion	1/2 Unit	Thursday 5 October to Thursday 12 October Thursday 19 October to Monday 23 October
Modern History	2 Unit courses	Thursday 5 October to Thursday 12 October Wednesday 1 November to Tuesday 7 November	Visual Arts	2/3 Unit (Common)	Thursday 5 October to Thursday 12 October Monday 6 November to Sunday 12 November
	3 Unit	Thursday 5 October to Thursday 12 October Wednesday 1 November to Tuesday 7 November Saturday 11 November to Monday 13 November		3 Unit	Thursday 5 October to Thursday 12 October Monday 6 November to Wednesday 15 November
PDHPE	2 Unit	Thursday 5 October to			

Primary Matters *continued from page 1*

Science and Technology K–6 CD-ROM of student work samples

The Science and Technology K–6 CD-ROM of student work samples will include different kinds of support material to assist teachers in working with the syllabus and the revised outcomes published in *Science and Technology K–6 Outcomes and Indicators* (2000).

In addition to the work samples, the CD-ROM will include a selection of new units of work, the revised outcomes and indicators, examples illustrating links between units in the 1991 support document and the revised outcomes, and a copy of the 1996 evaluation report on the syllabus.

The units provide examples of teaching and learning experiences from each stage and include background information about the use of equipment (eg the use of glue guns by students) as well as information about some of the processes and techniques used in each unit (eg involving students in video production).

The CD-ROM allows teachers to access work samples and units of work by stage, strand or topic. There are seven new units detailed in full, including outcomes and indicators, assessment strategies, other KLA links and ideas for ‘where to next?’ Eleven additional units are included as outlines with outcomes, work samples and KLA links.

English K–6 CD-ROM of student work samples


The English K–6 CD-ROM of student work samples

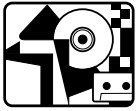
will complete the syllabus package developed by the Board of Studies for English K–6. The work samples featured on the CD-ROM illustrate a range of outcomes from the syllabus and deal with aspects of the content best represented electronically.

The CD-ROM includes 120 work samples from each strand in the syllabus. In addition to the work samples, the CD-ROM contains suggested learning activities for different grammatical features, detailed analysis of text types, planning and programming pro formas, assessment strategies and general information to promote effective teaching and learning towards the achievement of English outcomes.

The navigation features on this particular resource will enable users to search for a specific stage, strand, grammar feature, text type or assessment strategy.

The work samples, which include audio and video examples of students’ work, include student work drawn from specific English learning experiences. They also include examples of work generated as part of a unit of work from other key learning areas that illustrate achievement in relation to outcomes from English K–6.

If you would like further information regarding these items or K–6 curriculum matters in general, contact Phil Lambert, Inspector, Primary Education, on lambert@boardofstudies.nsw.edu.au, phone (02) 9367 8199 or fax (02) 9367 8476. 



PRODUCTS & SERVICES COLUMN

eBOS: Schools Online and BOScentral

Assessments

The first HSC assessments were submitted electronically by schools on 11 August, 24 days ahead of schedule. By 5 September, 255 773 assessments had been submitted via Schools Online and BOScentral.

Vocational Modules and Competencies

Schools can submit details of the Vocational course modules and competencies completed by selecting 'Vocational Course Modules' from the Site Map. Modules and competencies will be collected for all Year 11 and Year 12 students enrolled in school-delivered vocational courses. The courses requiring module or competency collection are displayed on the Vocational Course Modules page.

Grades

The collection of School Certificate grades will commence on 6 October. Schools who have not used Schools Online or BOScentral previously are encouraged to try submitting grades online. Like assessments, grades are submitted on a course-by-course basis, so if you have not used the electronic approach before, it is worth trying out for at least one course.

Contact Details

Please check and, if necessary, update your email and fax details using Change Your Contact Details and Change Your Address Details. Broadcast fax and email are used for urgent communication with schools, so it is important that we have the correct contact details.

School Certificate Resources

The Board of Studies has completed three sets of resources that are useful for both teachers and students. The School Certificate page on the Board's website contains the test papers, test reports and some annotated student scripts. The School Certificate page can be accessed by clicking on the 'School Certificate' button on the Index Page.

Sample answer books are now available for the 1998 and the 1999 School Certificate tests in English-literacy, Mathematics and Science. These are valuable resources to add to the school library. Each book costs \$33.85.

The NSW School Certificate Standards Package CD-ROMs are now available for the 1999 tests in English-literacy, Mathematics and Science. The Standards packages contain statistical information and copies of actual student scripts representing the standards identified at each performance band cut-off mark. Used in conjunction with the Standards Package from 1998, these resources allow teachers to see the level of

performance required for students to achieve a result in each performance band. A copy of each CD-ROM will be distributed to high schools early in Term 4. Further copies may be purchased for \$28.20.

Principals Analysis Package

The Principals Analysis Package (PAP) has been upgraded. It is now available for Windows 95, 98, 2000 and NT4. The user interface has been improved and several new views added, including a view allowing principals to see the z-scores graphically. Principals will be able to download the application from the 'Download Board Software' page on Schools Online.

You can download any data that you have already purchased from within the new version of PAP. Alternatively, existing school data disks can still be used. If you have ordered the Year 2000 data, it will be available to download on the day results are released to students. We encourage you to download your existing data from within PAP before the release of the Year 2000 results to ensure your system is configured correctly. Schools who have not purchased PAP before may also download the application, but data will not be available. An order form will be in the next *Board Bulletin* for schools to purchase their Year 2000 data and for schools wishing to purchase PAP for the first time.

GST Pricing

Please note that all prices quoted in our website catalogues incorporate GST and are our current prices.

You should ignore any prices shown on printed catalogues, brochures or flyers sent to you previously as they do not contain GST. The product information remains accurate.

Client Services Contact Details

To place an order or to inquire about products and services you can contact Client Services by:

Fax (02) 9262 6270, or

Telephone (02) 9367 8178, or

email clientservices@boardofstudies.nsw.edu.au
or

Write to Client Services at GPO Box 5300 Sydney 2001. Please supply an official purchase order or have credit card details available. There is a postage charge of \$4.50 for one item or \$9 for two or more items.

Enquiries: (02) 9367 8331 Helen Kerr, Leader/Client Services Section.

