

2024

MADDINGLEY
SENIOR SCHOOL
HANDBOOK

Year 10



Doctrina Vitae
Bacchus Marsh
Grammar

Table of Contents

SENIOR SCHOOL	5
KEY CONTACT INFORMATION	5
The Structure	6
The Development Program	6
VCE Acceleration	6
VET	7
VCE: Vocational Major	7
Pre-VCE Vocational Major	7
Subject Selection Process	8
Year 9 and 10 Subject Selection Requirements *	8
Pathways for VCE Studies available at BMG in 2024	9
Year 9 and 10 Subject Selection Planning Form	11
Web Preferences Access Guide	12
SUBJECT DESCRIPTIONS	14
ENGLISH	14
English	14
Pre VCE Literature	14
Pre-VCE English Language	14
MATHEMATICS	14
General Mathematics	14
Mathematical Methods	15
Advanced Mathematics	15
VCE Acceleration in Mathematics	15
General Mathematics Units 1 & 2	15
HUMANITIES	16
HISTORY	16
Australian History	16
Australia and the World Wars	16
Conflict in Asia	16
Pre-VCE Germany in the Twentieth Century	16
GEOGRAPHY	17
Human Geography: Global Issues	17
Physical Geography: Dynamic Earth	17
Human Geography: Urban Management	17
COMMERCE	17
Accounting and Economics	17
Australian Politics and Legal Studies	18
Global Citizenship and Democracy	18
Personal Finance	18
The Business World	18
VET Certificate II in Workplace Skills	19
ETHICS and PHILOSOPHY	19
Ethics	19
Philosophy	19
LANGUAGES	20

Pre-VCE French	20
Pre-VCE Indonesian	20
Pre-VCE Japanese	20
VCE Acceleration in Humanities	20
Modern History Units 1 & 2	20
Geography Units 1 & 2	21
Accounting Units 1 & 2	21
Politics Unit 1 & 2	21
Business Management Units 1 & 2	21
Legal Studies Units 1 & 2	22
SCIENCE	22
Pre-VCE Chemistry	22
Pre-VCE Physics	22
Pre-VCE Biology	22
Pre-VCE Environmental Science	23
Pre-VCE Psychology	23
Psychology	23
Forensic Science - Biology	23
Forensic Science – Physics and Chemistry	24
Health and Disease	24
Child Development	24
VCE Acceleration in Science	24
Biology Units 1 & 2	24
Environmental Science Units 1 & 2	25
Psychology Units 1 & 2	25
PHYSICAL EDUCATION, SPORT and HEALTH	25
PE/Sport/Health	25
Elite Sports Training	26
Advanced Fitness	26
Exercise Physiology	26
Injury Prevention and Control	26
VCE Acceleration in Physical Education, Sport and Health	26
Outdoor and Environmental Studies Units 1 & 2	26
Physical Education Units 1 & 2	27
Health and Human Development Units 1 & 2	27
THE ARTS and TECHNOLOGY	27
VISUAL ARTS	27
Art I	27
Art II	28
Media Studies	28
Photography I	28
Photography II	28
VisComm I	29
VisComm II	29
PERFORMING ARTS	29
Dance	29
Drama	29
Music Performance	30
HOSPITALITY and FOOD	30
Hospitality – Café	30
Food for the Future	30
Understanding Food	30
DIGITAL TECHNOLOGY	31
Computing – Advanced Programming	31
Computing - Games Programming	31
DESIGN TECHNOLOGY	31

CAD and CAM Design	31
Mechatronic Systems	31
Flight Technology - Fundamental	32
Autonomous vehicles	32
Textile Design – Fundamental	32
Textile Design - Processes	32
Wood Design – Fundamental	33
Wood Design – Furniture	33
Housing Design and Technology	33
VCE Acceleration in The Arts and Technology	33
Art Creative Practice - Units 1 & 2	33
Art Making and Exhibiting Units 1 & 2	34
Media Units 1 & 2	34
Visual Communication Design Units 1 & 2	34
Dance Units 1 & 2	34
Drama Units 1 & 2	35
VCE/VET Music Industry Units 1 & 2	35
Food Studies Units 1 & 2	35
Applied Computing Units 1 & 2	35
Systems Engineering Units 1 & 2	35
Product Design and Technology Units 1 & 2 (Textiles or Wood)	36
Vocational Major	36
Work Related Skills Unit 1 and 2	36
Certificate II in Workplace Skills (previously known as Certificate II in Business)	36

SENIOR SCHOOL

The Bacchus Marsh Grammar Senior School is underpinned by a culture of high expectations and a calm structured learning environment, to ensure that all students achieve their personal best and are well-placed to succeed and thrive in their future endeavours.

Aligned with our ethos of an 'Education for Life', the Senior School provides an academically rigorous program. Students are supported to carefully select their program from a breadth of subjects to maximise their engagement and academic achievement. As well as providing a general pathway to VCE, students are also able to choose specialist pathways to accelerate their senior studies. Limited positions are also available in the Senior School's Vocational Major program.

The Senior School places strong emphasis on the development of self, with opportunities to serve and lead both within the school, and the wider community. Through programs such as the Duke of Edinburgh Award, students develop leadership skills and traits aligned to our School Values, which are transferable to modern workplaces. Senior students are encouraged to become involved in the school's many co-curricular activities and leadership opportunities.

Bacchus Marsh Grammar senior students are supported by a team of specialist VCE teachers, tutors, career practitioners and a pastoral care team to achieve their full potential. Our students achieve excellent ATAR (Australian Tertiary Admissions Rank) results. These results are celebrated and demonstrate the students' readiness for their chosen pathways, and their capacity to embark on their exciting futures equipped with the knowledge to be life-long learners.

We look forward to working with our students during their Senior years and through this rite of passage. This is a period of time when students will develop their independence and be challenged in their thinking and challenged to explore the opportunities and possibilities of their future.

Tutor Group Teachers, Classroom Teacher and Year Level Coordinators will continue to play a pivotal role in the life of Senior School students. We encourage all families to engage in positive and consistent communication with staff to ensure the best outcomes for students.

Mrs Natalie Desira
Deputy Head of Senior School

Mrs Erin Thornton
Head of Senior School

KEY CONTACT INFORMATION

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The Structure

Year 10 curriculum is a continuation of the course that the student have started in Year 9. This course will then lead into their VCE selections allowing students to pursue their interests and begin refining pathways for the future and to challenge themselves academically. Students should select a course that offers them a wide range of subjects and experiences.

There are requirements of types of subjects a student is to undertake which ensures students have been exposed to a wide range of subjects prior to VCE. Please refer to the Year 9 and 10 Subject Selection Requirements Table on page 8 for these details.

Pre-VCE courses are designed to be taken the year before commencing the VCE subject, so care needs to be taken as to when these subjects are selected.

The Development Program

Students in Years 9 and 10 are required to take part in the Year 9 and 10 Development Program. Throughout the two-year period, each child will be involved in a range of activities during the year which is aligned to our school values (Discipline, Leadership, Ambition, Respect, Confidence, Kindness, Knowledge and Wisdom). The Development Program aims to:

- help students set goals for their learning and future pathways,
- develop their understanding of study skills, leadership and personal strengths, and
- make stronger links with the community.

In Year 9, students are required to complete the Bronze Duke of Edinburgh International Award. This International Award involves completing a minimum of three months of Physical Activity, three months Community Service, three months learning a skill and participation in an Adventurous Journey (School Camp).

In Year 10, students are encouraged to begin working towards their Silver Duke of Edinburgh International Award. They will continue to be involved in activities that develop their leadership skills and personal strengths.

A requirement of the Development Program is that students engage either in a University or Vocational Experience. Tertiary providers regularly offer information sessions and open days for students in Year 10 to attend. These events are made available on individual tertiary provider websites and can also feature in the BMG Careers newsletter: <https://schoolbox.bmg.vic.edu.au/homepage/10908>. These events are of equal value to a vocational work experience placement and are much more accessible. These events are often held as on-campus events but can also be presented in virtual arrangements. Students will need to self-register their attendance at these events and make a record of their participation.

Year 10 students can elect to participate in a vocational work experience placement during the one of the term breaks. The aim of work experience is for students to develop skills in a workplace environment. Students will need to source and arrange this themselves.

VCE Acceleration

At Bacchus Marsh Grammar we recommend that students who are considering accelerating in a VCE subject are academically prepared for the challenge. It is important to note that any accelerated Unit 3 and 4 subject will contribute to their ATAR.

Students wanting to accelerate in a VCE subject are required to maintain an average grade of **B** in that subject area and demonstrate a very strong approach to study in all subject areas indicated by achieving a **very high or excellent Approach to Studies** on their report. Continuing in the accelerating VCE subject, students will need to maintain the same requirements. If these are not achieved, students will not be permitted to continue in the VCE accelerated subject and will be required to select another subject.

Please note: There are a number of studies where acceleration is not permitted:

- Mathematical Methods
- Specialist Mathematics
- Chemistry
- Language
- Physics
- English
- Hospitality

Special note regarding Music and Performing Arts:

- Music and Performing Arts will require an audition/interview to determine the suitability. A high level of technical skill and performance maturity must be demonstrated.

VET

The School offers students the opportunity to complete VET courses on campus in the following subjects: Hospitality Food and Beverage, Music Industry, Active Volunteering and Workplace Skills.

VCE: Vocational Major

This is a two-year vocational and applied learning program created within the Victorian Certificate of Education (VCE) aimed at Year 11 and 12 students and offers a program that enables successful transitions into apprenticeships, traineeships, further education and training, or directly into employment. Within senior secondary education, vocational and applied learning builds critical and creative thinking, communication skills, teamwork and collaboration, curiosity and innovation. It provides students with real-world knowledge, including about the workplace, and practical and transferrable skills. The VCE Vocational Major will support students to develop both academic and practical skills. It employs a more diverse range of assessment strategies other than exams, alleviating some of the pressure that students face when considering the VCE, whilst still enabling students to successfully gain a VCE satisfactory completion.

Students who complete this pathway **will not** receive a study score or an ATAR, however students who complete this course will receive a VCE certificate (Vocational Major). This certificate enables students to apply for further education and training, apprenticeships, traineeships and employment.

There are a range of subjects students undertake in this program which includes Vocational Major and VCE subjects as part of their VCE Vocational Major. Students who complete this course are not required to complete Units 1-4 examinations.

Pre-VCE Vocational Major

In Year 10, students have the option of selecting Year 10 Pre-VCE Vocational Major subjects as a precursor to entering VCE Vocational Major Pathway. Students wanting to undertake the Pre-VCE Vocational Major pathway will be required to submit an application to the Year Level Coordinator. In the application, students will need to explain why they have chosen this pathway and show a clear understanding that at the end of Year 10 they are required to enter into the VCE Vocational Pathway.

	Semester One	Semester Two
1	Year 10 English	Year 10 English
2	Year 10 General Mathematics	Year 10 General Mathematics
3	PE/Health	ELECTIVE SUBJECT
4	VET: Certificate II Workplace Skills	VET: Certificate II Workplace Skills
5	Work Related Skills Unit 1	Work Related Skills Unit 2
6	ELECTIVE SUBJECT	ELECTIVE SUBJECT

Subject Selection Process

The Year 10 Program is based on a common core curriculum. However, students are able to personalise their learning programs through the selection of a number of other subjects. We encourage students to make informed choices when planning their Year 10 course, keeping possible VCE pathways in mind.

When selecting subjects, students should consider the following:

- choose subjects that they are good at, enjoy and will find challenging;
- choose subjects that combine to form a balanced program;
- choose a range of subjects that will lead to a suitable VCE pathway;
- be realistic in their aspirations; and
- meet the requirements listed on the follow page.

Year 9 and 10 Subject Selection Requirements *

<i>Learning Areas</i>	<i>Minimum number of semester subjects over two years</i>	<i>Requirements</i>
<i>English</i>	4	Year 9 - Must complete English in each semester Year 10 - Must complete English and/or Literature and/or English Language in each semester
<i>Mathematics</i>	4	Year 9 - Must complete Mathematics Year 9 in Semester 1. Year 9 - Must complete Methods or General in Semester 2 Year 10 - Must complete Methods or General. *Extension Mathematics is in addition to this requirement
<i>Humanities</i>	4	Must complete Australian History in one semester. Select a minimum of three other Humanities semester subjects over the two years.
<i>Science</i>	3	Select a minimum of three Science semester subjects over the two years.
<i>Physical Education, Sport and Health</i>	2	Year 9 - Must complete one semester of the PE/Sport/Health subject. Year 10 - Must complete one semester of the PE/Sport/Health subject.
<i>Music & Performing Arts or Visual Art & Technology</i>	1	Select a minimum of one Music and Performing Arts or Visual Art and Technology semester subject over the two years.
<i>Additional Subjects</i>	6	Select remaining subjects from any of the subject areas.
<i>Total</i>	24	

*Please note that exceptions 'may' be made to subject selection requirements for students completing an approved VCE acceleration program. This should be discussed with the Head or Deputy Head of Senior School.

Pathways for VCE Studies available at BMG in 2024

Learning Area	Year 7	Year 8	Year 9		Year 10	Year 11 Unit 1/2	Year 12 Unit 3/4
English	English	English	English Year 9		English Year 10 Pre-VCE Literature Pre-VCE English Language	English English Language Literature Vocational Literacy	English English Language Literature Vocational Literacy
Mathematics	Maths Numeracy	Maths Numeracy	Year 9 Maths	General Maths Math Methods	General Maths Math Methods	General Maths* Math Methods Specialist Maths Vocational Numeracy	General Maths Math Methods Specialist Maths Vocational Numeracy
			Year 9 Advanced Mathematics		Year 10 Advanced Mathematics		
Humanities	History	History	Australian History Australia & the World Wars Conflict in Asia Pre VCE Germany in the Twentieth Century			History-Empires* History-Modern	History-Australian History-Revolutions
	Geography	Geography	Human Geography: Global Issues Human Geography: Urban Management Physical Geography: Dynamic Earth			Geography*	Geography
			Accounting and Economics Australian Politics and Legal Studies Global Citizenship and Democracy The Business World VET Certificate II Workplace skills			Accounting* Politics* Business Management* Economics Legal Studies* VET Certificate II in Business	Accounting Politics Business Management Economics Legal Studies VET Certificate II in Business
			Ethics Philosophy				
	French	French	French Year 9 Pre-VCE French			French	French
	Indonesian	Indonesian	Indonesian Year 9 Pre-VCE Indonesian			Indonesian	Indonesian
	Japanese	Japanese	Japanese Year 9 Pre-VCE Japanese			Japanese	Japanese
Science	Science	Science	Pre-VCE Chemistry Pre-VCE Physics Pre-VCE Biology Pre-VCE Environmental Science Pre-VCE Psychology Psychology Forensic Science - Biology Forensic Science - Physics and Chemistry Health & Disease Child Development Mechatronic Systems Flight Technology - Fundamental Autonomous Vehicle Housing Design & Technology			Biology* Chemistry Environmental Science* Physics Psychology*	Biology Chemistry Environmental Science Physics Psychology

Physical Education, Sport and Health	Physical Education Sport	Physical Education Sport	PE/Sport/Health Year 9 PE/Sport/Health Year 10 Elite Sports Training Year 9 Elite Sports Training Year 10 Advance Fitness Exercise Physiology Global Health & Development Injury Prevention & Control Unit 1&2 Outdoor and Environmental Studies (Year 10 only) VCE Acceleration in PE, Sport and Health	Physical Education* Health and Human Development* Unit 3&4 Outdoor and Environmental Studies (Year 11 only)	Physical Education Health and Human Development
Arts and Visual Art & Technology	Art	Art	Art I/II Media Studies Photography I/II VisComm I/II	Art Creative Space* Art Making and Exhibiting* Media* Visual Communication Design	Art Creative Space* Art Making and Exhibiting* Media* Visual Communication Design
	Design & Technology	Design & Technology	CAD & CAM Design Mechatronic Systems Flight Technology - Fundamental Textile Design - Fundamental Textile Design - Processes Wood Design - Fundamental Wood Design - Furniture Housing Design & Technology Autonomous Vehicles	Systems Engineering* Product Design and Technology* (Textiles/Wood)	Systems Engineering Product Design and Technology (Textiles/Wood)
	Food Technology	Food Technology	Hospitality - Cafe Food for the Future Understanding Food	Food Studies* VCE VET Hospitality	Food Studies VCE VET Hospitality
			Computing - Advanced Programming Computing - Games Programming	Applied Computing *	Applied Computing:
Music & the Performing Arts	Drama	Drama	Pre-VCE Drama	Drama*	Drama
	Music	Music	Music Performance I Music Performance II Music Performance III Music Performance IV	VCE VET Music Industry*	VCE VET Music Industry
			Pre VCE Dance	Dance*	Dance

Please note: The Unit 1 & 2 subjects marked with an asterisk (*) are on offer to students going into Year 10 for VCE Acceleration in 2024.

Year 9 and 10 Subject Selection Planning Form

Each semester you will complete 6 subjects, totalling 24 subjects over the two years.

- Fill in all of the lightly shaded boxes across Year 9 & 10, following the Subject Selection Requirements on page 8:
- Fill in your reserve subjects in the darker shaded boxes. These subjects are used if your selected preferences are not available.

* In the table below titled Year 9, enter the subjects you have completed or are currently undertaking. Then, enter the subjects you wish to undertake in Year 10 in the table provided below. You must list all your subjects in order of preference, with the subject that you most wish to undertake being listed first. This table is to help you plan your preferences and ensure you meet the subject requirements. You will complete the subject selection process in the Web Preferences program.

Year 9			Year 10		
	Subject	Notes		Subject	Notes
1	English Year 9 (Sem. One)	Compulsory	1	English Year 10 (Sem. One) and/or Pre VCE Literature and/or Pre VCE English Language	<ul style="list-style-type: none"> • Students must complete at least one semester of general 'Year 10 English'. • Pre VCE Literature and English Language are a semester only subject. • Students are able to undertake more than one English per semester.
2	English Year 9 (Sem. Two)	Compulsory	2	English Year 10 (Sem. Two) and/or Pre VCE Literature and/or Pre VCE English Language	
3	Maths Year 9 (Sem. One)	Compulsory	3		Maths: Methods or General (Sem. One)
4		Maths: Methods or General (Sem. Two)	4		Maths: Methods or General (Sem. Two)
5	PE/Sport/Health	Compulsory	5	PE/Sport/Health	Compulsory
6			6		
7			7		
8			8		
9			9		
10			10		
11			11		
12			12		

Reserve Subjects (in order of preference)

1.	2.	3.	4.
5.	6.	7.	8.

Web Preferences Access Guide

Web Preferences is a web publication that allows students to enter their subject preferences on-line. This access guide details the procedures to access and use Web Preferences.

Step 1 – Internet Access

Before you begin, make sure that you have access to a computer that has the following: an Internet connection and access to a printer.

Year 10 subject preferences **open Monday 31 July and close at 9pm Friday 11 August** (printed forms are due to the Tutor Teachers by Tuesday 15 August).

Step 2 – Accessing and logging into Web Preferences

Students will receive an email titled 'Web Preferences Access Guide'.

Select the link provided in the email 'Click to open Web Preferences' to access the Login page.

Enter the Student Access Code and Password provided to you in the email. (Note the entries are case sensitive).

If there is an error in entering either the Student Code or Password, an error message in red text will be displayed at the bottom of the page.

Step 3 – Home Page

To view the details of each subject available for selection, click on the 'View Subject Details' button.

To continue, click on the button 'Return to Home Page'.

To select or change your preferences, click on the 'Add New Preferences' button.

An Initial Instructions page will appear. Once you have read these instructions click the "Continue" button.

Step 4 – Subject Preference Selection

On the Preferences Selection page, follow the instructions on this page to select subjects from the drop-down list boxes.

When you have finished, click on the 'Submit Selected Preferences' button.

Step 5 – Preferences Validation

The 'Preferences Validation' page will display all your preferences in the order you have selected them. If you are happy with your preferences then continue by clicking the 'Submit Valid Preferences' button which will open a page titled 'Preference Receipt'.

*** Remember to preference in order from the subjects you most wish to do.**

Alternatively, if you would like to make changes to the preferences you have entered, click on the "Cancel" button and this will take you back to the Preferences Selection page.

Step 6 – Preference Receipt

You can print your 'Preference Receipt' page by clicking on the 'Open Print View' button and clicking the 'Print Receipt' button.

Ensure the printed receipt is signed by both student and parent, then return to the Tutor Teacher by Monday 3rd September.

For your own records, print or download and save a second receipt.

To continue, click on the 'Return to Home Page' button.

If you want to change your preferences repeat the process by clicking the 'Add New Preferences' button (you can submit up to three completed preferences by the due date), otherwise exit by clicking the 'Log out' button.

Year 10 Subject Selection Considerations - Student choices should involve the following considerations:

Year 9/10 Subject Requirements (Ensure you have fulfilled this)

- Are there any remaining 'requirements' left to complete to achieve the Year 9/10 Program?
- Think how you can set Year 10 up to lead into VCE subjects.

Note: *If you are considering overseas study or trying for a sporting scholarship in the future, you may require particular subjects as pre-requisites – please do your research.*

VCE Acceleration (Complete one Unit 1&2 Subject. Selected students complete one Unit 1&2 subject and one Unit 3&4 subject)

- Select a VCE subject that suits your strengths and abilities.
- Consider the VCE subjects that are appropriate for acceleration.
- Think about the other VCE subjects that you will potentially select next year and work out the best option for acceleration.

Suitability of Subjects (Academic strengths and interests)

- What is your current academic performance, effort and ability in your Year 9 subjects?
- Do you enjoy these subjects?
- Does your overall subject selection for Year 10 provide for a balanced workload?
- Try something new!
- Think about which subjects may help develop your skills for VCE subjects.

Strategic thinking (Subjects that maximise your potential and preparedness for VCE)

- Have you considered subjects that are complementary to each other and your strengths?
- Are you challenging yourself and keeping your options open for the future, eg Maths selection?
- Are you sequencing subjects to lead into required VCE subjects?
- Start considering your future pathways and the subjects that you will need.

It is the responsibility of the student to carefully consult VTAC for all course information. This includes pre-requisites, selection rank bonuses and additional Requirements. Students must use the correct tertiary admissions information based on the year of entry. E.g. Current Year 10 would be accessing VTAC course information, however, this will not be available until August 2023 on the VTAC website.

SUBJECT DESCRIPTIONS

ENGLISH

Contact Person: Miss Leigh Radbourne <radbournel@bmg.vic.edu.au>

English

English in Year 10 focuses on the creation and interpretation of a range of texts. Students will interpret and discuss a variety of contemporary and historic texts and will be challenged to respond to them in a variety of ways. Students will analyse the ways in which authors construct meaningful texts to position readers and build their knowledge of the literary canon across time. This subject will prepare students for a variety of future studies and careers by developing their ability to communicate fluently and confidently in both written and spoken form. Year 10 English is designed to prepare students for the study of VCE English and its disciplines and more broadly, for life as an active and thoughtful member of society.

Links to VCE subjects:

- English
- English Literature
- English Language

Please note: This subject runs for a full year.

Pre VCE Literature

Pre VCE Literature allows students to explore literary analysis with reference to texts from a range of genres. By reading and studying a range of canonical texts, students will broaden their knowledge of literary history and how readers can interpret texts in various ways. Students will improve their ability to interpret and closely analyse them, as well as applying a range of literary perspectives and understanding how adaptations are created. Pre VCE Literature is designed to prepare students for the study of VCE Literature.

Links to VCE subjects:

- Literature
- English

Please note: This subject runs for one semester. Students may study this subject instead of, or in addition to, one semester of Year 10 English. It is a pre-requisite for VCE Literature.

Pre-VCE English Language

English Language focuses on the relationship between language and society; in particular, it focuses on national and group identities, formal and informal language and globalization and power. In this subject, students read widely to develop their analytical skills and understanding of linguistics. English Language is a grammatically robust subject that requires students to analyse language in many social contexts. English Language allows students to explore the concepts that will be studied in Units 1-4.

Links to VCE subjects:

- English Language

Please note: This subject runs for one semester. This subject is for Year 10 students only. Students may study this subject instead of, or in addition to, one semester of Year 10 English. It is a pre-requisite for VCE English Language.

MATHEMATICS

Contact Person: Dr Debra Penny <pennyd@bmg.vic.edu.au>

General Mathematics

General Mathematics is more widely accessible and provides for different combinations of student interests. It prepares students for the study of VCE General Mathematics in Year 12, as well as providing essential numeracy skills required for everyday life. Students will study Number, Sequences and Finances, Linear Functions, Networks, Matrices, Measurement, Trigonometry, Univariate Data and Bivariate Data.

Links to VCE subjects:

- General Mathematics

Please note: This subject runs for a full year.

Mathematical Methods

Mathematical Methods is a rigorous mathematics course for students who demonstrate higher levels of competency. There is an emphasis on algebraic skills and for students to think mathematically. It prepares students for the study of VCE Mathematical Methods or Specialist Mathematics. Students will study Linear Equations, Linear Graphs, Quadratics, Probability, Functions, Measurement and Geometry, Exponentials and Logarithms and Circular Functions.

Links to VCE subjects:

- Mathematical Methods
- Specialist Mathematics
- Chemistry
- Physics

Please note: This subject runs for a full year. It is aimed at students with higher competency levels. It is a pre-requisite for VCE Mathematical Methods and Specialist Mathematics.

Pre-requisite: Year 9 Mathematical Methods.

Advanced Mathematics

This subject is designed for capable mathematicians who are intending to study VCE Mathematical Methods and potentially Specialist Mathematics. This course introduces advanced concepts and skills, each taken from the VCE Mathematical Methods or Specialist Mathematics curriculum. It therefore acts as a solid preparation for those aiming for high results in Year 12 Mathematics. Students entering this course are expected to have achieved an overall standard of 'B' grades or above in their current Mathematics course. Students will study Number Systems, Calculus and Sampling and Distributions.

Links to VCE subjects:

- Mathematical Methods
- Specialist Mathematics

Please note: This subject runs for one semester. It is important that the student's mathematical ability is strong enough to cope with this level of extension. It is recommended that Year 10 students choose this option if they wish to undertake Specialist Mathematics in their VCE Years.

VCE Acceleration in Mathematics

General Mathematics Units 1 & 2

General Mathematics provides for different combinations of student interests and preparation for the study of General Mathematics Unit 3 and 4. The areas of study for General Mathematics Unit 1 and Unit 2 are 'Data analysis, probability and statistics', 'Algebra, number and structure', and 'Discrete mathematics'.

In undertaking these units, students study Statistics, Matrices, Financial mathematics and recursion and Networks. The use of technology is incorporated throughout each unit as applicable.

Links to VCE subjects:

- Unit 3 & 4 General Mathematics

Please note: This subject runs for a full year.

HUMANITIES

Contact Person: Ms Celia Patterson <pattersonc@bmg.vic.edu.au>

HISTORY

Australian History

In this subject, students will study aspects of Australian History from the mid-19th century. They will focus on the experiences of Chinese miners on the goldfields, the Indigenous Civil Rights Movement and the end of the White Australia Policy.

Links to VCE subjects:

- History: Modern
- History: Empires
- History: Australian
- History: Revolutions
- Politics
- Legal Studies

Please note: This subject runs for one semester. It is a compulsory subject. Any student who has not completed this subject in Year 9 must complete it in Year 10.

Australia and the World Wars

This subject examines major themes and principal events of both World Wars. Students study the Gallipoli campaign, the Western Front and the mythology of the Anzac legend in relation to World War One. They also study the bombing of Darwin in 1942, the Kokoda campaign and the experiences of Australian soldiers in Tobruk, in relation to World War Two. Students analyse the impacts of both wars and investigate how they helped to shape Australian society.

Links to VCE subjects:

- History: Modern History
- History: Australian

Please note: This subject runs for one semester.

Conflict in Asia

In this subject, students explore Japan from 1868 – 1905 (the Meiji Restoration), China from 1937 – 1949 (the Second Sino-Japanese War and the Civil War) and the Cold War period from 1945 – 1975 (the Korean War and the Vietnam War). Students develop an understanding of key ideological concepts such as nationalism, communism and democracy that were central to nation building and international relations in the region.

Links to VCE subjects:

History: Modern

- History: Empires
- History: Australian
- History: Revolutions
- Global Politics

Please note: This subject runs for one semester.

Pre-VCE Germany in the Twentieth Century

In this subject, students study the impacts of the Treaty of Versailles including its repercussions on both Weimar and inter-war Germany, and the causes of Germany's turn towards dictatorial rule. Students also explore the reasons for Hitler's rise to power and the impact of Nazism on Germany, with a focus on the rise of antisemitism. In addition, students analyse Germany's re-emergence as a European world power and investigate aspects of the Holocaust. Students attend a powerful excursion to the Jewish Holocaust Centre in Elsternwick where they hear a survivor's testimony.

Links to VCE subjects:

- History: Modern

Please note: This subject runs for one semester.

GEOGRAPHY

Human Geography: Global Issues

This subject provides students with the opportunity to collect, explore and analyse data relating to human and environmental issues. In undertaking this study, students explore factors such as wellbeing, food security, climate change (including natural hazards) and conflict. They examine each issue's role in changing human wellbeing over time. In addition, students consider responses from various governments and people to the issues and evaluate these responses from a sustainability perspective.

Links to VCE subjects:

- Environmental Science
- Geography
- Politics
- Health and Human Development

Please note: This subject runs for one semester.

Physical Geography: Dynamic Earth

This subject explores the natural processes that cause physical change within our ever-evolving world. Students study three main processes: river geomorphology, coastal geomorphology and climate change. They then consider the relevance of these processes to Victoria and the world. Students are guided in their study of these processes by three overarching questions: What was the Earth like in the past? Why does the Earth change? What are the impacts of this change? Students will have a field work opportunity and will complete a guided case study.

Links to VCE subjects:

- Environmental Science
- Geography

Please note: This subject runs for one semester.

Human Geography: Urban Management

This subject provides students with the opportunity to investigate rapidly growing urban populations around the world and the impacts of growth on humans and the environment. This subject explores key management considerations such as the management of natural hazards and human behaviour whilst also promoting human well-being through urban design. Students will explore the impacts of these management decisions through a field work project.

Links to VCE subjects:

- Geography
- Environmental Science

Please note: This subject runs for one semester.

COMMERCE

Accounting and Economics

In the Accounting unit of study, students develop an understanding of the practical aspects of accounting and learn to record the day-to-day financial transactions of a small business. In the Economics unit of study, students explore contemporary events and issues affecting the performance of Australia's economy and investigate their impact on living standards. This unit encouraged students to examine local, national and global issues so that they became more interested, active and involved citizens.

Links to VCE subjects:

- Accounting
- Economics
- Business Management

Please note: This subject runs for one semester.

Australian Politics and Legal Studies

This subject gives students the opportunity to explore the role of government and the legal and justice system in Australia. Students study key features of the Australian political system and review a range of current political issues that might influence citizens' electoral choices. They also gain an understanding of the key features of criminal law, civil law and the operation of Australian law courts. Students develop an understanding of key concepts such as a crime and its elements; the presumption of innocence; murder; and the impact of changing laws on Australian society.

Links to VCE subjects:

- Legal Studies
- Politics
- Australian History

Please note: This subject runs for one semester.

Global Citizenship and Democracy

In this subject, students gain an understanding of who holds power in Australia and how that power is distributed and used. They develop an understanding of how Australia operates in a political and legal sense and how it compares with other democratic systems such as the US and France as well as non-democratic systems such as China. Students also gain an understanding of the implications of foreign policy as a member of the global community of nations, particularly within the Asia-Pacific region. In addition, they also develop an understanding of the implications of international relations and the challenges posed to the states' sovereignty. Students analyse case studies and scenarios in order to demonstrate connections to current events.

Links to VCE subjects:

- Politics
- Legal Studies
- History
- Geography

Please note: This subject runs for one semester.

Personal Finance

In this subject students develop their awareness of financial literacy and financial planning by examining a range of issues concerning money and financial choices. Students gain an understanding of the relevance and importance of managing their personal finances. They learn a range of budgeting techniques and strategies in relation to spending, borrowing and investing money wisely. This is a subject that teaches real life skills.

Links to VCE subjects:

- Business Management
- Accounting

Please note: This subject runs for one semester.

The Business World

This subject introduces students to the dynamic and constantly changing world of business. Students examine the creation of business ideas, the planning and legal requirements necessary to own or operate a small business and the key features of business communication and marketing strategies. They also investigate management skills and personal characteristics of successful business managers, and current trends in the types of work available, along with implications for future employment due to changing environments. An ongoing review of current business events, new innovations, and developments is also considered.

Links to VCE subject:

- Business Management

Please note: This subject runs for one semester.

VET Certificate II in Workplace Skills

The Certificate II in Workplace Skills (previously known as Certificate II in Business) is an entry-level VET (Vocational Education Training) course designed to prepare students for their first steps into a workplace position. This course aims to prepare students who have not yet entered the workforce and are developing the necessary skills in preparation for work. Students carry out a range of basic procedural, clerical, administrative and operational tasks that require self-management and technology skills. At the successful conclusion of this year long course, students will be awarded the nationally recognized Certificate II in Workplace Skills.

Links to VET subjects:

Through this certificate, students will develop the employability skills required to be successful including: effective communication, initiative, problem solving, organizing and planning, teamwork and the use of business and ICT equipment. This course is aimed at enabling students to develop practical workplace skills. Students will complete module work to prove their competency in the course and will be awarded a VET Certificate II in Business at the successful completion of this course.

Links to VCE subjects:

- VCE Business Management

Please note: This subject runs for a full year. It is only available to Year 10 students.

ETHICS and PHILOSOPHY

Ethics

In Ethics, students will gain an understanding of, and empathy for, the many issues that face society. Topics covered include theoretical foundations of ethical thinking, ethical debates, morality in society, and dominant and emerging social values. Students will complete tasks that complement classroom discussions of historical and contemporary ethical issues.

Links to VCE subjects:

- English
- Philosophy
- Legal Studies
- Biology
- History
- Languages
- Media Studies

Please note: This subject runs for one semester.

Philosophy

In Philosophy, students will study the critical methods of argument and analysis that have been developed by philosophers in response to critical questions such as the nature of existence and reality. Students will explore key concepts of epistemology, metaphysics and ethics. Students will study and apply differing theories. They will engage in evaluating, communicating and observing different viewpoints with critical thinking skills.

Links to VCE subjects:

- English
- Legal Studies
- Philosophy
- History
- Art

Please note: This subject runs for one semester.

LANGUAGES

Pre-VCE French

Students must have studied at least one semester of French in Year 9 in order to study Year 10 French. French is still considered one of the major world languages and is very useful when studied in conjunction with Travel and Tourism, Business and Banking, Food and Hospitality, Medicine, Law and Politics, in particular. Studying a language other than English contributes markedly to the overall education of students in the areas of communication, cross-cultural understanding, cognitive development, literacy and general knowledge. Students in Year 10 French will focus on the specific topics of jobs and ambitions, parties and festivals, transport, and travel, adolescence, healthy lifestyle and housing. They will further develop skills in listening, speaking, grammar, vocabulary, reading and writing. This course will fully prepare students for VCE French.

Links to VCE subjects:

- French

Please note: This subject runs for a full year.

Pre-requisite subjects: Students must have studied French in Year 9 to select this subject in Year 10.

Pre-VCE Indonesian

The Year 10 Indonesian program offers students the opportunity to further develop their language skills and their cultural understanding of Indonesia. Continuing to learn this language will provide students with essential communication skills, an intercultural capability, and an understanding of the role of language and culture in human communication. Students will study specific topics including Pertukaran siswa – Student exchange, Semoga cepat sembuh - Get well soon (Health), Desa dan kota - Village and city and Dari dulu sampai sekarang - Then and now (Indonesian history and politics).

Links to VCE subjects:

- Indonesian

Please note: This subject runs for a full year.

Pre-requisite subjects: Students must have studied Indonesian in Year 9 to select this subject in Year 10.

Pre-VCE Japanese

Students begin the year studying the theme 'My Personal World' which reviews many Year 9 structures and introduces new ones. Students then return to using the course book, iitomo 3+4, to study the topics 'End of School Trip' and 'Part-Time Jobs'. By using the course-book and the kanji workbook, students learn approximately 20 new kanji characters. They learn the potential and plain form of verbs and review their use of adjectives. Students will also develop their skills in reading, writing, speaking and listening.

Links to VCE subjects:

- Japanese

Please note: This subject runs for a full year.

Pre-requisite subjects: Students must have studied Japanese in Year 9 to select this subject in Year 10.

VCE Acceleration in Humanities

Modern History Units 1 & 2

In Modern History, students examine the significant events, ideas, individuals and movements that shaped the social, political, economic and technological conditions and developments that have defined the modern world. The late 19th century marked a challenge to existing empires, alongside growing militarism and imperialism. Empires continued to exert their powers as they competed for new territories, resources and labour across Asia-Pacific, Africa and the Americas, contributing to tremendous change. This increasingly brought these world powers into contact and conflict.

Links to VCE subjects:

- Unit 3 & 4 History: Australian
- Unit 3 & 4 History: Revolutions

Please note: This subject runs for a full year.

Geography Units 1 & 2

The study of Geography is a structured way of exploring, analysing and understanding the characteristics of places that make up our world. Geographers are interested in key questions concerning places and geographic phenomena: What is there? Where is it? Why is it there? What are the effects of it being there? How is it changing over time and how could it change in the future? How is it different from other places and phenomena? How are places and phenomena connected?

Students explore these questions through fieldwork and the investigation of a wide range of secondary sources. These methods underpin the development of a unique framework for understanding the world, enabling students to appreciate its complexity, the diversity and interactions of its environments, economies and cultures, and the processes that helped form and transform them. In Units 1&2, students study Hazards and Disasters and Tourism.

Links to VCE subjects:

- Unit 3 & 4 Geography
- Unit 3 & 4 Environmental Science

Please note: This subject runs for a full year.

Accounting Units 1 & 2

VCE Accounting explores the financial recording, reporting, analysis and decision-making processes of a sole proprietor of a small business. Students study both theoretical and practical aspects of accounting. They collect, record, report and analyse financial data, and report, classify, verify and interpret accounting information, using both manual methods and information and communications technology (ICT). Students apply critical thinking skills to a range of business situations to model alternative outcomes and to provide accounting advice to business owners. In business decision-making, financial as well as ethical considerations (incorporating social and environmental aspects) are taken into account. In Units 1 & 2 students study the role of accounting in business and Accounting and decision-making for a trading business.

Links to VCE subjects:

- Unit 3 & 4 Accounting

Please note: This subject runs for a full year.

Politics Unit 1 & 2

VCE Politics is the study of contemporary power, conflict and cooperation in a world that is characterised by unpredictability and constant change. In this study students investigate contemporary issues of conflict, political stability and/or change within Australia, the Indo-Pacific region and globally. They consider how national and global political actors respond to issues and crises such as national political reform, climate change, violent conflicts, human rights, sustainability and development, inequality and global economic instability. Students analyse the sources and forms of power available to these political actors and the consequences of their use. Students consider how political actors pursue their interests and the political significance of their actions in responding to national and global issues and crises. Throughout this study, students examine Australia's place in the region and globally.

Links to VCE subjects:

- Unit 3 & 4 Global Politics
- Unit 3 & 4 Australian History

Please note: This subject runs for a full year.

Business Management Units 1 & 2

VCE Business Management examines the ways businesses manage resources to achieve objectives. The VCE Business Management study design follows the process from the first idea for a business concept, to planning and establishing a business, through to the day-to-day management of a business. It also considers changes that need to be made to ensure the continued success of a business. Students develop an understanding of the complexity of the challenges facing decision makers in managing these resources. A range of management theories is considered and compared with management in practice through contemporary case studies drawn from the past four years. Students learn to propose and evaluate alternative strategies to contemporary challenges in establishing and maintaining a business. In Units 1 & 2 students study Planning a business and Establishing a business.

Links to VCE subjects:

- Unit 3 & 4 Business Management

Please note: This subject runs for a full year.

Legal Studies Units 1 & 2

Legal Studies examines the institutions and principles that are essential to the Australian legal system. Students develop an understanding of the rule of law, law-makers, legal institutions, the relationship between the people and the Australian Constitution, the protection of rights in Australia, and the Victorian justice system.

Through applying knowledge of legal concepts and principles to a range of actual and / or hypothetical scenarios, students develop an ability to use legal reasoning to argue a case for or against a party in a civil or criminal matter. They develop an appreciation of the ability of people to actively seek to influence changes in the law and analyse both the extent to which our legal institutions are effective, and whether the Victorian justice system achieves the principles of justice.

Links to VCE subjects:

- Unit 3 & 4 Legal Studies

Please note: This subject runs for a full year.

SCIENCE

Contact Person: Mrs Li Richardson <richardsonl@bmg.vic.edu.au>

Pre-VCE Chemistry

Chemistry is the science which helps us to understand what matter consists of. Science is used to explain natural phenomena at the molecular level as well as create new substances such as materials and polymers. This subject is designed to prepare students for the study of Chemistry at VCE and provide them with the fundamentals in terms of content knowledge and skills.

Links to VCE subjects:

- Chemistry

Please note:

This subject runs for one semester. It is a pre-requisite for VCE Chemistry.

Pre-VCE Physics

Physics is the science which explains the workings of nature and the physical universe. This is significant for understanding our place in the universe. Students study Motion, Light and Electricity. This subject is designed to prepare students for the study of Physics at VCE and provide them with the fundamentals in terms of content knowledge and skills.

Links to VCE subjects:

- Physics

Please note: This subject runs for one semester. It is a pre-requisite for VCE Physics.

Pre-VCE Biology

Biology is the science of living things. Living things have found ways to live in all the habitats found on Earth. Biology is the study of these organisms and the strategies that they have evolved to enable them to survive and interact with the non-living environment. This subject is designed to prepare students for the study of Biology at VCE level and provides them with the fundamentals of study in terms of content knowledge and skills.

Links to VCE subjects:

- Biology

Please note: This subject runs for one semester. VCE Biology requires you to have completed either Pre-VCE Biology or Health and Disease as a pre-requisite.

Pre-VCE Environmental Science

Pre-VCE Environmental Science provides the opportunity for students to understand the structure, function and diversity of natural ecosystems on this planet and evaluate the impact of human activities on them. Students examine strategies to maintain and protect the ecological health of the environment while meeting the needs and desires of human populations. Environmental Science investigates the interactions between natural and human systems. Students study the Earth's spheres and how they interact with biogeochemical cycles. They also gain practical experience in monitoring ecosystems.

Links to VCE subjects:

- Environmental Science
- Geography

Please note: This subject runs for one semester.

Pre-VCE Psychology

Pre-VCE Psychology introduces students to the study of human behaviour and mental processes. Students explore the various theories and scientific skills related to cognitive psychology. Students develop an understanding of the brain and the connection between psychological theories and the real-world applications. Students have the opportunity to design and conduct first-hand investigations into human behaviour.

Links to VCE subjects:

- Psychology

Please note: This subject runs for one semester.

Psychology

Psychology I is a foundation subject that explores the nature and development of mind and behaviour. Topics investigated include what is psychology, health psychology (mental wellbeing), and sport psychology. Students investigate the brain and examine the concept of mental well-being and apply its principles to increased performance in a range of aspects of their daily lives. Students have the opportunity to design and conduct first-hand investigations into human behaviour.

Links to VCE subjects:

- Psychology
- Biology
- Health and Human Development

Please note: This subject runs for one semester.

Forensic Science - Biology

Forensic Science is the application of sciences such as Biology to help solve matters of law. The biology side of Forensic Science can help investigators determine the identity of an unknown suspect through fingerprint identification, blood and DNA typing, examinations of hair and fibres, autopsy procedures, using anthropology to exam remains and entomology to use insects to help determine a time of death as well as looking at the role of pollens at crime scenes. It can also help work out what happened at a crime scene by understanding how blood spatter patterns may have occurred. Students will study all of these topics and gain practical experience in how to take and analyse fingerprints, make and analyse blood splatter patterns and examine autopsy procedures as well as other forensic procedures.

Links to VCE subjects:

- Biology

Please note: This subject runs for one semester.

Forensic Science – Physics and Chemistry

Forensic Science is the application of sciences such as Physics, Chemistry, Computer Science and Engineering to help solve matters of law. The physics components of Forensic Science can help investigators to understand the causes of road traffic accidents by analysing all the factors involved such as the condition of the car, whether the car was speeding, road conditions and what the weather was like. They also analyse and report on shooting crimes involving ballistics. The chemistry components of Forensic Science can help investigators learn the composition and source of evidence such as drugs, poisons and trace materials and analyse handwriting and inks used in ransom, forgery and counterfeit cases. Students will study all of these topics and gain practical experience in how to analyse and report on various situations.

Links to VCE subjects:

- Chemistry
- Physics

Please note: This subject runs for one semester.

Health and Disease

We live in an age when a focus on health and the way to minimise disease is paramount. Students learn about various types of pathogens and microbial techniques that assist in the identification of disease. The immune system is explored and students discover how the human body fights infectious diseases. Prevention and treatment of disease is also considered. Non-infectious diseases are explored through the use of biotechnology with a specific focus on genetic disorders.

Links to VCE subjects:

- Biology

Please note: This subject runs for one semester. VCE Biology requires you to have completed either Pre-VCE Biology or Health and Disease as a pre-requisite.

Child Development

This course aims to provide foundation knowledge of the human development of children aged 0-5 years old. It considers elements of developmental psychology including the framework of social, physical, intellectual, cognitive and emotional development. Students will develop a scientific appreciation of investigating developmental milestones. Students will enhance their ability to apply their knowledge and understanding of child development to their own interactions with babies, parents and children whilst developing an awareness of different cultures and what constitutes a family in a variety of communities.

Links to VCE subjects:

- Health and Human Development
- Psychology

Please note: This subject runs for one semester.

VCE Acceleration in Science

Biology Units 1 & 2

Biology seeks to understand and explore the nature of life, past and present, through four themes: how living things stay alive, how living things reproduce, how cellular processes help cells maintain life, and how life changes over time.

VCE Biology enables students to investigate the dynamic relationships between organisms, their interactions with the non-living environment, and the processes of life, from the molecular world of the cell to that of the whole organism, that maintains life and ensures its continuity. Students will learn about the ways that cells and organisms reproduce and communicate. They will study how genetics can describe patterns of inheritance including the use of genetic screening and decision making related to inheritance. Students will learn about structural, physiological and behavioural adaptations that help organisms to survive in their habitats.

An important feature of VCE Biology is the opportunity for students to undertake laboratory experimentation, microscopy and fieldwork including practical investigations. Students pose questions, formulate hypotheses, collect and analyse data, evaluate methodologies and results, justify conclusions, make recommendations and communicate their findings. In Units 1 & 2, students study the following: How do living things stay alive? How is continuity of life maintained?

Links to VCE subjects:

- Unit 3 & 4 Biology

Please note: This subject runs for a full year.

Pre-requisite: Students should have completed one of the following subjects – Pre-VCE Biology, Health and Disease or Pre-VCE Chemistry.

Environmental Science Units 1 & 2

VCE Environmental Science enables students to understand Earth as a set of four inter dependent systems: the atmosphere, biosphere, hydrosphere and lithosphere. Students explore how the relationships between these systems produce environmental change over a variety of time scales. They investigate the extent to which humans modify their environments and the consequences of these changes in local and global contexts with a focus on pollution, biodiversity, energy use and climate change.

An important feature of VCE Environmental Science is the opportunity for students to undertake laboratory investigations, fieldwork that may also involve the use of technologies and sampling techniques, case studies, simulations and practical investigations. Students pose questions, formulate hypotheses, collect and analyse data, evaluate methodologies and results, justify conclusions and communicate their findings. They investigate and evaluate issues, changes and alternative proposals by considering both longer and shorter term consequences for the individual, the environment and society. In Units 1 & 2, students study the following: How are Earth's systems connected? How can pollution be managed?

Links to VCE subjects:

- Unit 3 & 4 Environmental Science

Please note: This subject runs for a full year.

Psychology Units 1 & 2

VCE Psychology enables students to explore how people think, feel and behave through the use of a biopsychosocial approach. Students explore the connection between the brain and behaviour by focusing on several key interrelated aspects of the discipline: the interplay between genetics and environment, individual differences and group dynamics, sensory perception and awareness, memory and learning, and mental health.

An important feature of VCE Psychology is the opportunity for students to undertake a range of inquiry tasks both collaboratively and independently. Inquiry methodologies can include laboratory experimentation, observational studies, self-reports, questionnaires, interviews, rating scales, simulations, animations, examination of case studies and literature reviews. Students pose questions, formulate research hypotheses, operationalise variables, collect and analyse data, evaluate methodologies and results, justify conclusions, make recommendations and communicate their findings. As well as an increased understanding of scientific processes, students develop capacities that enable them to critically assess the strengths and limitations of Science, respect evidence-based conclusions and gain an awareness of the ethical, social and political contexts of scientific endeavours. In Units 1 & 2, students study the following: how behaviour and mental processes are shaped, and how external factors influence behaviour and mental processes.

Links to VCE subjects:

- Unit 3 & 4 Psychology

Please note: This subject runs for a full year.

PHYSICAL EDUCATION, SPORT and HEALTH

Contact Person: Mr Bryce Durham <durhamb@bmg.vic.edu.au>

PE/Sport/Health

Students will learn to proficiently perform complex movement and manipulative skills and evaluate individual and group tactics and movement patterns within different sports including Fitness, Australian Rules Football and Hockey amongst others. They will maintain regular participation in moderate to vigorous physical activity and analyse and evaluate their level of involvement in physical activity. Students will investigate the skeletal and muscular components of the human body. Students will also concentrate on improving their physical fitness, linking their fitness testing to the components of fitness and analysing the contribution of energy systems to various activities. Students will explore the concepts of healthy nutrition and participate in activities focused on responsible decision making through drug and alcohol awareness.

Links to VCE subjects:

- Physical Education
- Health and Human Development

Please note: This subject runs for one semester.

Elite Sports Training

Elite Sports Training is a course consisting of two elective units of study, each with a duration of one semester. Students will gain an understanding of the importance of specific strength and conditioning programs and exercises for athletes within chosen sports. They will learn to identify and explain the relationship between physical activity, muscle fatigue and recovery. Students will also identify the need for specific lifting programs to improve sporting performance. Muscular skeletal screenings as well as prehabilitation and rehabilitation programs will also be a focus for all athletes.

Links to VCE subjects:

- Physical Education

Please note: This subject runs for one semester. This is a selection based subject and is aimed at elite sports athletes. Completion of a fitness test and a written application prior to acceptance is compulsory.

Advanced Fitness

Students will gain an understanding of physical activity, analyse movement skills from a physiological perspective, and apply relevant training principles and methods to improve performance within physical activity. Students analyse skill frequencies, movement patterns, heart rates and work to rest ratios to determine the requirements of activities. It examines the way in which energy for activity is created through oxygen and food supplies. Students will analyse the contribution of the energy systems as well as considering the physiological effects of muscle fatigue. Students will also be introduced to the biomechanical and skill acquisition principles used to analyse human movement skills and energy production from a physiological perspective.

Links to VCE subjects:

- Physical Education

Please note: This subject runs for one semester.

Exercise Physiology

In this subject, students will gain an understanding of physical activity from a physiological perspective. Exercise Physiology examines the way in which energy for activity is created through oxygen and food supplies. Students will analyse the contribution of the energy systems and consider the physiological effects of muscle fatigue. It is an introduction to the field of sport and exercise science and specifically covers units on food fuels, energy systems, muscle fatigue and recovery, and oxygen uptake and delivery.

Links to VCE subjects:

- Physical Education

Please note: This subject runs for one semester.

Injury Prevention and Control

Injury Prevention and Control provides students with the opportunity to perform, observe and analyse first aid procedures. Students will analyse a range of first aid and sporting case studies and identify the potential risks in sporting situations and in everyday life. Students will be involved in practical activities such as bandaging, taping, creating slings, and attending to fractures. They will be assessed in DRSABCD, SALTAPS, RICER and NOHARM.

Links to VCE subjects:

- Health and Human Development Physical Education

Please note: This subject runs for one semester.

VCE Acceleration in Physical Education, Sport and Health

Outdoor and Environmental Studies Units 1 & 2

Outdoor and Environmental Studies is a study of the ways in which humans interact with and relate to natural environments. In this study, both passive and active outdoor activities provide the means for students to develop experiential knowledge of a range of outdoor environments. These activities include snorkelling, surfing, skiing, mountain biking, canoeing, bushwalking, conservation and restoration activities, marine exploration and community projects.

Links to VCE subjects:

- Unit 3 & 4 Outdoor and Environmental Studies Unit 1-4 Environmental Science
- Unit 1-4 Geography
- Unit 1-4 Health and Human Development

Please note: This subject runs for a full year. *This subject can only be undertaken in Year 10.*

Physical Education Units 1 & 2

VCE Physical Education explores the complex interrelationships between anatomical, biomechanical, physiological and skill acquisition principles to understand their role in producing and refining movement, and examines behavioural, psychological, environmental and sociocultural influences on performance and participation in physical activity. The assimilation of theoretical understanding and practice is central to the study of VCE Physical Education. Students participate in practical activities to examine the core concepts that underpin movement and that influence performance and participation in physical activity, sport and exercise. In Units 1 & 2, students study the following: the human body in motion and physical activity, sport and society.

Links to VCE subjects:

- Unit 3 & 4 Physical Education

Please note: This subject runs for a full year.

Health and Human Development Units 1 & 2

VCE Health and Human Development takes a broad and multidimensional approach to defining and understanding health and wellbeing. Students investigate the World Health Organization's definition and other interpretations of health and wellbeing. Students examine health and wellbeing and human development as dynamic concepts, subject to a complex interplay of biological, sociocultural and environmental factors, many of which can be modified by healthcare and other interventions. Students consider the interaction of these factors, with particular focus on the social factors that influence health and wellbeing.

Students consider Australian and global contexts as they investigate variations in health status between populations and nations. They look at the Australian health care system and research what is being done to address inequalities in health and development outcomes. They examine and evaluate the work of global organisations such as the United Nations and the World Health Organization, as well as non-government organisations and the Australian government's overseas aid program. In Units 1 & 2, students study the following: Understanding Health and Wellbeing and Managing Health and Development.

Links to VCE subjects:

- Unit 3 & 4 Health and Human Development

Please note: This subject runs for a full year.

THE ARTS and TECHNOLOGY

Contact Person: Ms Phillippa Loton <lotonp@bmg.vic.edu.au>

VISUAL ARTS

Art I

In this subject, students are given opportunities to use various materials, techniques and art forms. Students gain an overview of both traditional and contemporary artists and artworks. They develop their style and explore techniques as they refine a folio of practical work. The students' understanding of art elements and principles are also extended and are applied to set tasks. Students will analyse and discuss their work and the work of other artists using appropriate vocabulary. The ability to develop and express personal ideas and feelings through individual artwork prepares students for folio production in VCE Art Creative Practice and Art Making and Exhibiting.

Links to VCE subjects

- Art Creative Practice
- Art Making and Exhibiting

Please note: This subject runs for one semester.

Art II

Studio Art provides students with opportunities to understand and appreciate the processes utilised when producing artworks. In the production of their folios, students trial a variety of art forms including, but not limited to, printmaking, painting, ceramics, mixed media and sculpture. Through research, students gain an overview of both historical and contemporary artists, artworks and the requirements and roles for exhibiting artworks. Students will develop and refine their ideas, techniques, materials, and processes throughout the production of their folio, preparing them for VCE Art Creative Practice and Art Making and Exhibiting.

Links to VCE subjects

- Art Creative Practice
- Art Making and Exhibiting

Please note: This subject runs for one semester.

Media Studies

In Media Studies, students prepare and document a media production design plan for a media film product based on their chosen genre. Students develop their production skills using technology within a collaborative team. They also explain the media production and post-production processes within film. Students analyse the construction of codes and conventions evident in a media narrative and explain how narratives are constructed and distributed, and how they are engaged, consumed and read by intended audiences.

Links to VCE subjects:

- Media

Please note: This subject runs for one semester.

Photography I

During the Photography I course, students explore individual ideas by working through the Studio Process. Students explore the use of subject matter, influences and sources of inspiration in the creation of their own artworks with the opportunity of exploring Studio Portraiture or Fine Art Photography. Students gain knowledge about how Photography is used as an art form, through their own artmaking and by exploring the artwork of other photographers. The understanding of the photographic techniques of aperture, shutter speed, lighting and compositions will be developed, along with the incorporation of digital technologies in the creation of artworks.

Links to VCE subjects (including other departments)

- Art Creative Practice
- Art Making and Exhibiting
- Media

Please note: This subject runs for one semester.

Photography II

In Photography II, students explore the concept of surrealism and the use of digital manipulation in Photography. They work toward mastering the use of a DSLR camera, controlling the aperture and shutter speed. Furthermore, students develop an understanding of how to create strong composition in their artwork and form an understanding of the use of Photoshop to enhance and alter photographs. Students study artists for inspiration, discussing Aesthetic Qualities, Ideas and Meanings and Materials and Techniques when analysing their own and other artists work. Within this subject, students create a digital portfolio which includes their ideas, inspiration, trials, and reflections.

Links to VCE subjects (including other departments)

- Art Creative Practice
- Art Making and Exhibiting
- Media

Please note: This subject runs for one semester.

VisComm I

This subject focuses on the communication and environmental design fields. Students have the opportunity to learn how architects, interior and graphic designers use different drawing methods to convey their ideas and how to manipulate and organise design elements and principles to communicate information. Creative, critical and reflective thinking techniques support students to progress through a design process as they generate and develop ideas for their folio working to a set brief. Throughout the semester, students explore manual and digital methods using industry standard software from the Adobe Creative Cloud and SketchUp, preparing them for VCE Visual Communication Design.

Links to VCE subjects:

- Visual Communication Design

Please note: This subject runs for one semester.

VisComm II

This subject focuses on the communication and industrial design fields. Students have the opportunity to learn how product and graphic designers use different drawing methods to convey their ideas and how to manipulate and organise design elements and principles to communicate information. Creative, critical and reflective thinking techniques support students to progress through a design process as they generate and develop ideas for their folio working to a set brief. Throughout the semester students explore manual and digital methods using industry standard software from the Adobe Creative Cloud, SketchUp and Fusion 360 allowing them to employ the use of a laser cutter and 3D printer, preparing them for VCE Visual Communication Design.

Links to VCE subjects:

- Visual Communication Design

Please note: This subject runs for one semester.

PERFORMING ARTS

Dance

Dance in Year 10 continues to provide opportunities to develop and improve the students' physical skills and dance technique. Students will practise dance-making skills to communicate themes, stories or concepts through movement, costume and music. Students must choreograph solo or duo dance works and perform a learnt group dance requiring a demonstration of artistry through their communication of the theme. In Dance II, professional choreographers and their dance works will be analysed and researched.

Links to VCE subjects:

- Dance Drama

Please note: This subject runs for one semester. Students should have some level of prior dance experience before selecting this subject.

Drama

Drama equips students with the necessary skills for success in VCE Drama. The philosophies, influences and impacts of early 20th Century theatre, in particular Expressionism and Meyerhold, are explored theoretically and practically. This study provides students with a comprehensive understanding of non-naturalism, which is necessary to succeed in VCE Drama. Assessments are in line with VCE Drama so that, on completion of this course, students have developed an array of knowledge and skills which are transferable to VCE Drama. Performance analysis works to develop the ability to make connections between characterisation, stagecraft and other dramatic elements to meaningfully demonstrate and explore different ideologies and themes. It encourages students to develop the academic language of analysis that can be applied both in VCE Drama and in other subject areas such as English.

Links to VCE subject:

- Drama English

Please note: This subject runs for one semester.

Music Performance

Music Performance in Year 10 is a progressive course consisting of four elective units of study, each with a duration of one semester. The course is aimed at developing the students' skills in performance, music notation, musicianship, improvisation and composition. Students are provided with the opportunity to refine their performance craft, both individually and in a class ensemble, in addition to furthering their knowledge and skills in the areas of music theory, analysis and aural studies. Students begin to develop a personal style and become more independent in their approach to exploring, developing and refining their instrumental skills. Performances are essential components of this course and are assessed regularly.

Links to VCE subjects:

- VCE/VET Music Industry

Please note: To be considered for this elective, students should currently be having private tuition for their chosen musical instrument (including voice). Students will be required to continue their private lessons throughout the duration of this elective. It is highly recommended that students undertake all four units of study in succession where possible, to enable adequate preparation for VCE/VET Music Industry.

HOSPITALITY and FOOD

Hospitality – Café

In Hospitality Café, students learn and develop the skills required to work in the hospitality industry. Skills taught include espresso coffee making, preparing non-alcoholic beverages, cash handling, providing advice to customers on dietary requirements and food service skills. Students complete a number of theoretical and practical tasks to demonstrate their underpinning knowledge, and learn the techniques and processes required to work in a café or restaurant environment. This subject allows students to gain an insight into further study in the subject area of VCE VET Hospitality.

Links to VCE/VET subjects:

- VCE VET Hospitality

Please note: This subject runs for one semester. It is highly recommended that this subject is completed if considering VCE VET Hospitality.

Food for the Future

Food for the Future looks at food and its role in contemporary society. The course investigates the trends of today that affect the way food products are developed and the influences on the food choices we make as consumers. It also reviews how ethical and sustainable food production are important factors in helping to address the area of global food security. Students will be involved in production of food for local community projects, such as Soul Foods, allowing them to understand the importance of access to healthy and nutritious food for all. At this level, the students will be equipped with skills to take basic cooking methods to the next level, whereby students will be encouraged to research and create dishes in response to design briefs.

Links to VCE subjects:

- Food Studies

Please note: This subject runs for one semester.

Understanding Food

Understanding Food aims to extend on the skills and knowledge acquired in the previous compulsory subject of Food Studies in Years 7 & 8, further developing life skills in food selection and preparation. Students will undertake a variety of practical and theoretical lessons which will allow them to understand the processes occurring during the various methods of cooking, the changes that occur to the food during cooking and foods most suited to each of the cooking methods. Students research recipes of a multicultural nature and present a dish as part of a multicultural banquet. Students will start to cook recipes of greater difficulty and produce two courses in most practical classes. Students will work with design briefs and learn to select recipes that meet these scenarios which may include the dietary needs of particular groups in our society.

Links to VCE/VET subjects:

- Food Studies
- VCE VET Hospitality

Please note: This subject runs for one semester.

DIGITAL TECHNOLOGY

Computing – Advanced Programming

To excel in computer programming, students require a set of fundamental IT skills to enable them to manipulate digital data in order to produce robust solutions to increasingly complex problems. In this subject, students explore numbering systems such as binary and hexadecimal, and basic and advanced data structures in order to program in Visual Basic at a more expert level. Students will also be introduced to procedures and tools to structure and manage complex projects.

Links to VCE subjects:

- Applied Computing
- Systems Engineering

Please Note: This subject runs for one semester. This subject requires strong mathematical skills.

Computing - Games Programming

Programming is a huge industry in Australia and worldwide and there is a growing demand for games programmers. In this subject, students assess two software development environments, GameMaker and Unity, to help choose which one they will use in their final project. Students also create games resources and develop skills to manage these resources for their final project. Students design and implement their own games using a formal problem solving process.

Links to VCE subjects:

- Applied Computing
- Systems Engineering

Please note: This subject runs for one semester

DESIGN TECHNOLOGY

CAD and CAM Design

Computer Aided Design (CAD) is used for creating visual and spatial information in industrial, mechanical, construction, manufacturing, architectural 3D games and many other design fields. CAD is an essential tool used to explore both form and function of design ideas. Computer Aided Manufacturing (CAM) is used to manufacture the CAD product. 3D printing, Laser Cutting and CNC routing are examples of CAM that students can access to fabricate their designed products. This course enables students to create 3D computerized designs and fabricate a prototype or final product. Students will complete a number of CAD and CAM projects while using the Design Technology process of investigating, designing, producing and evaluating. Students will use a journal to record all steps involved in the production sequence: research, sample pieces, final product and a product self-evaluation.

Links to VCE subjects:

- Systems Engineering
- Product Design & Technology – Wood
- Product Design & Technology – Textiles
- Visual Communication Design

Please note: This subject runs for one semester.

Mechatronic Systems

The Mechatronic Systems course is a sample of VCE Systems Engineering, requiring students to draw on theory of mechanical and electronic principles to design an integrated system that solves a real world problem. Students will design a product with electronic and control circuitry that interacts with humans and/or its environment, while using the Design Technology process of investigating, designing, producing and evaluating. Students will use a journal to record all steps involved in the production sequence: research, sample pieces, final product and a product self-evaluation. Examples of past student work include a Theremin synthesizer, an Automatic dog feeder, a James Turrell inspired light installation, a car park reversing sensor system and a Retro arcade gaming booth.

Links to VCE subjects:

- Systems Engineering Physics
- Product Design & Technology – Wood
- Product Design & Technology – Textiles

Please note: This subject runs for one semester.

Flight Technology - Fundamental

Flight Technology - Fundamental is an introductory course exploring the engineering, design and development of flight technologies. Students learn the fundamental principles of flight technologies while designing, constructing and testing aerial vehicles such as gliders, fixed wing drones or rockets. The subject is a fusion of engineering, design, rapid prototyping, problem solving and Science. Participants use rapid prototyping tools such as 3D printers, laser cutting and CNC routing. Students will complete a number of fundamental flight projects while using the Design Technology process of investigating, designing, producing and evaluating. Students will use a journal to record all steps involved in the production sequence: research, sample pieces, final product and a product self-evaluation.

Links to VCE subjects:

- Systems Engineering
- Product Design & Technology – Wood Physics

Please note: This subject runs for one semester.

Autonomous vehicles

Autonomous Vehicles explores the engineering, design and development of autonomous model land vehicles. Students will study mechanical and electrical systems through designing, constructing and testing a range of model vehicles. Students will gain an understanding of the design process and how it is applied to solve design problems through the generation of original ideas and production of prototypes. The subject is a fusion of design, engineering, rapid prototyping, problem solving and Science. Students will have access to a fabrication laboratory and gain an understanding of how to use rapid prototyping tools such as 3D printers, laser cutting, CNC routing, CAD and CAM.

Links to VCE subjects:

- Systems Engineering
- Product Design & Technology – Wood
- Physics

Please note: This subject runs for one semester.

Textile Design – Fundamental

In this subject, students discover the origins and environmental impacts of natural and man-made fibres. Through practical experiences using a range of equipment, students develop both hand and machine sewing skills. Students use and modify commercial patterns, draft their own patterns and develop an understanding of the properties of various materials. Students create process samples and document idea development in a design folio to demonstrate an understanding of the product design process. Students complete two practical tasks – a cushion and a pair of pyjamas – and undertake research into dyeing methods, such as using indigo dye and Japanese shibori methods.

Links to VCE subjects:

- Product Design & Technology – Textiles
- Product Design & Technology – Wood

Please note: This subject runs for one semester

Textile Design - Processes

This subject provides the means and the context to help students develop creative and critical thinking skills to solve design problems. Students undertake two major practical design tasks using complex processes after working through the product design process. Students produce a design folio documenting the development of original design ideas in response to design briefs. Students explore technologies associated with textile products such as laser cutting and various printing methods. The students' design work is informed by investigations into the history and future of clothing, emerging technologies in design, and specialist designers such as costume designers.

Links to VCE subjects:

- Product Design & Technology – Textiles
- Product Design & Technology – Wood

Please note: This subject runs for one semester.

Wood Design – Fundamental

Wood Design – Fundamental aims to develop a student’s foundation woodworking skills with a focus on the design and production of functional objects in wood. Students will develop essential fundamental woodworking skills and manufacturing techniques. Students will complete a number of design projects while using the design technology process of investigating, designing, producing and evaluating. Students will use a journal to record all steps involved in the production sequence: research, sample pieces, a final product and a product self-evaluation.

Links to VCE subjects:

- Product Design & Technology - Wood

Please note: This subject runs for one semester

Wood Design – Furniture

Wood Design – Furniture aims to further develop a student’s woodworking skills with a focus on the design and production of furniture such as chairs. Students will utilise modern design and manufacturing techniques such as CAD and CAM (laser cutting, CNC routing and 3D Printing). Students will complete a number of wooden furniture projects while using the design technology process of investigating, designing, producing and evaluating. Students will use a journal to record all steps involved in the production sequence: research, sample pieces, a final product and a product self-evaluation.

Links to VCE subjects:

- Product Design & Technology – Wood
- Product Design & Technology – Textiles

Please note: This subject runs for one semester.

Housing Design and Technology

Housing Design and Technology provides an opportunity for students to explore the materials, engineering principles, aesthetics and sustainability factors influencing the design and construction of housing. Students use STELR sustainable housing kits to collect data demonstrating the influence of common building materials and building orientation on energy efficiency. Students conduct research into Australian historical and contemporary architectural designs and materials, including traditional indigenous housing. Students undertake a major design project, creating their own housing design in response to a design brief. Students record creative and critical thinking techniques in a design folio, demonstrating their exploration of the design process. Computer aided design (CAD) software is used to develop original housing designs leading students to create a 3D mock-up of their original housing design solution.

Links to VCE subjects:

- Product Design & Technology – Textiles
- Product Design & Technology – Wood
- Systems Engineering

Please note: This subject runs for one semester.

VCE Acceleration in The Arts and Technology

Art Creative Practice - Units 1 & 2

Art is an integral part of life and contributes to a progressive society. Artworks and visual language are a potent and dynamic means communicating personal experiences and ideas, and cultural values, beliefs and viewpoints on experiences and issues in contemporary society.

In the study of VCE Art Creative Practice, research and investigation inform art making. Through the study of artworks, the practices of artists and their role in society, students develop their individual art practice, and communicate ideas and meaning using a range of materials, techniques and processes.

In the practice of Making and Responding, students develop their skills in critical and creative thinking, innovation, problem-solving and risk-taking. By combining a focused study of artworks, art practice and practical art making, students recognise the interplay between research, art practice and the analysis and interpretation of art works.

This study provides students with an informed context to support an awareness of art as a tool for cultural, social and personal communication, and the stimulus and inspiration to develop their art practice.

Please note: This subject runs for a full year.

Art Making and Exhibiting Units 1 & 2

VCE Art Making and Exhibiting introduces students to the methods used to make artworks and how artworks are presented and exhibited.

Students use inquiry learning to explore, develop and refine the use of materials, techniques and processes and to develop their knowledge and understanding of the ways artworks are made. They learn how art elements and art principles are used to create aesthetic qualities in artworks and how ideas are communicated through the use of visual language. Their knowledge and skills evolve through the experience of making and presenting their own artworks and through the viewing and analysis of artworks by other artists.

Visiting and viewing exhibitions and displays of artwork is a necessary part of this study. It helps students understand how artworks are displayed and exhibitions are curated. It also has an influence on the students' own practice, and encourages them to broaden and develop their own ideas and thinking around their own art making.

A strong focus on the way we respond to artworks in galleries, museums, other exhibition spaces and site-specific spaces is integral to study and research in VCE Art Making and Exhibiting. The way institutions design exhibitions and present artworks, and also how they conserve and promote exhibitions, are key aspects of the study.

Please note: This subject runs for a full year.

Media Units 1 & 2

The media is ubiquitous in today's world. Working on a personal, local, national and global level, media is deeply embedded within life and culture. It entertains, teaches, informs, and shapes the audience's perceptions of their lives and the worlds in which they live. Stories in all their forms are at the heart of the media and its relationship with audiences. Through stories, narratives are constructed that engage, and are read, by audiences. Representations of ideas, realities and imagination are constructed and deconstructed, remixed and reimagined with ever increasing technological sophistication, ease and speed to engage audiences. Developments in technologies have transformed media at a rapid pace. The interplay between print and broadcast media and multinational-networked data base platforms has enabled creative communication opportunities and reworked notions of key media concepts including audiences, forms and products, storytelling, influence, institutions and industries. In Units 1 & 2, students study the following: Media forms, representations and Australian stories and Narrative across media forms.

Please note: This subject runs for a full year.

Visual Communication Design Units 1 & 2

The Visual Communication Design study examines the way visual language can be used to convey ideas, information and messages in the fields of communication, environmental and industrial design. Designers create and communicate through visual means to influence the everyday life of individuals, communities and societies. Visual communication design relies on drawing as the primary component of visual language to support the conception and visualisation of ideas. Consequently, the study emphasises the importance of developing a variety of drawing skills to visualise thinking and to present potential solutions. In Units 1 & 2, students study the following: Introduction to visual communication design and Applications of visual communication within design fields.

Please note: This subject runs for a full year.

Dance Units 1 & 2

VCE Dance develops students' physical skills, personal movement vocabulary, and application of choreographic and analytical principles. Students create and perform their own dance works as well as studying the dance works of others through performance and analysis. They consider influences on the expressive intention and movement vocabulary of their own dances and also on works created by choreographers working in a range of styles, genres and traditions. Influences on aspects of production in dance works are also studied. In each unit, students are required to undertake systematic dance training to build physical skills and develop their ability to execute safely a diverse range of expressive body actions. Students develop and refine their choreographic skills by exploring personal and learnt movement vocabularies, and ways in which movement can be created and arranged to communicate the expressive intention of the dance-maker. Students perform choreographed or learnt solo and group dance works using different dance-making processes. In Units 1 & 2, students study the following: The body as an instrument of expression and Movement vocabulary and choreographic skills.

Please note: This subject runs for a full year. Music and Performing Arts will require an audition/interview to determine the suitability. A high level of technical skill and performance maturity must be demonstrated.

Drama Units 1 & 2

The study of Drama focuses on the creation and performance of characters and stories in naturalistic and non-naturalistic ways. Students draw on a range of stimulus material and play-making techniques to develop and present devised work. Students also explore a range of performance styles and conventions, dramatic elements and stagecraft. They use performance and expressive skills to explore and develop role and character. They analyse the development of their own work and performances by other drama practitioners. In Units 1 & 2, students study the following: Dramatic storytelling and Non-naturalistic Australian drama.

Please note: This subject runs for a full year. Music and Performing Arts will require an audition/interview to determine the suitability. A high level of technical skill and performance maturity must be demonstrated.

VCE/VET Music Industry Units 1 & 2

This subject provides students with the opportunity to apply a broad range of knowledge and skills in varied work contexts in the music industry. Units 1 & 2 include genre specific research, composing simple songs or musical pieces and preparing for performances. Units 3 & 4 offer scored assessments and include units such as developing improvisation skills, applying knowledge of genre to music making and performing music as part of a group or as a soloist.

Please note: This subject runs for a full year.

Food Studies Units 1 & 2

VCE Food Studies takes an interdisciplinary approach to the exploration of food, with an emphasis on extending food knowledge and skills and building individual pathways to health and wellbeing through the application of practical food skills. VCE Food Studies provides a framework for informed and confident food selection and food preparation within today's complex architecture of influences and choices. Practical work is integral to Food Studies. In Units 1 & 2 students study the following: Food origins and Food makers.

Please note: This subject runs for a full year.

Applied Computing Units 1 & 2

VCE Applied Computing provides students with opportunities to acquire and apply knowledge and skills to use digital systems efficiently and effectively when creating digital solutions both individually and as part of a network.

VCE Applied Computing focuses on the application of a problem-solving methodology, and strategies and techniques for managing information systems in a range of contexts, to create digital solutions that meet specific needs. The study examines each component of an information system (data, people, processes and digital systems) and how their interrelationships affect the types and quality of digital solutions. Through a structured approach to problem solving, incorporating computational, design and systems thinking, students are equipped to orient themselves towards the future, with an awareness of the technical and societal implications of digital systems.

Please note: This subject runs for a full year.

Systems Engineering Units 1 & 2

VCE Systems Engineering is a hands-on fusion of design thinking, industrial design, engineering, mechanics, robotics, electro-technologies and digital technologies. Students select what product they wish to manufacture and thus their topic focus. The course involves the design, creation, operation and evaluation of integrated systems which mediate and control many aspects of human experience. Integral to Systems Engineering is the identification and quantification of systems goals, the development of alternative system design concepts, trial and error, design trade-offs, selection and implementation of the best design, testing and verifying that the system is well built and integrated, and evaluating how well the completed system meets the intended goals. In Units 1 & 2, students study the following: Mechanical systems and Electro-technological systems.

Please note: This subject runs for a full year.

Product Design and Technology Units 1 & 2 (Textiles or Wood)

Product design is a response to changing needs and aims to improve quality of life by designing creative, innovative and sustainable products. Product design is enhanced through knowledge of social, technological, economic, historical, ethical, legal, environmental and cultural factors. These factors influence the aesthetics, form and function of products. Central to VCE Product Design and Technology is design thinking which is applied through the product design process providing a structure for creative problem solving. The design process involves identification of a real need, problem or opportunity that is then articulated in a design brief. The need, problem or opportunity is investigated and informed by research to aid the development of solutions that take the form of physical, three-dimensional products. Development of these solutions requires the application of technology and a variety of cognitive and physical skills, including design thinking, drawing and computer-aided design, testing processes and materials, planning, construction, fabrication and evaluation.

For VCE Product Design and Technology students assume the role of a designer-maker. In adopting this role, they develop and apply knowledge of factors that influence design and address the design factors relevant to their design situation. The knowledge and use of resources is integral to product design. These resources include a range of materials, and the tools, equipment and machines needed to safely transform these materials into products. Increasingly, the importance of sustainability is affecting product design and development, and so is at the forefront throughout the product life cycle. In Units 1 & 2, students study the following: Sustainable product redevelopment and Collaborative design.

Please note: This subject runs for a full year.

Vocational Major

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Work Related Skills Unit 1 and 2

Students will learn the importance of sourcing reliable information relating to future education and employment prospects to engage in effective pathway planning and decision-making. Students will investigate information relating to future employment, including entry-level pathways and emerging industries. Students will consider the distinction between essential employability skills, specialist and technical work skills and personal capabilities, and understand the importance of training and development to support the attainment and transferability of skills. In this unit of study, students will collect evidence and artefacts relating to their personal skills and capabilities and promote them through resumes, cover letters and interview preparation.

Certificate II in Workplace Skills (previously known as Certificate II in Business)

The Certificate II in Workplace Skills is an entry-level VET (Vocational Education and Training) course designed to prepare students for their first steps into a workplace position. This course aims to prepare students who have not yet entered the workforce and are developing the necessary skills in preparation for work. Students carry out a range of basic procedural, clerical, administrative and operational tasks that require self-management and technology skills. At the successful conclusion of this year long course, students will be awarded the nationally recognized Certificate II in Workplace Skills.



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