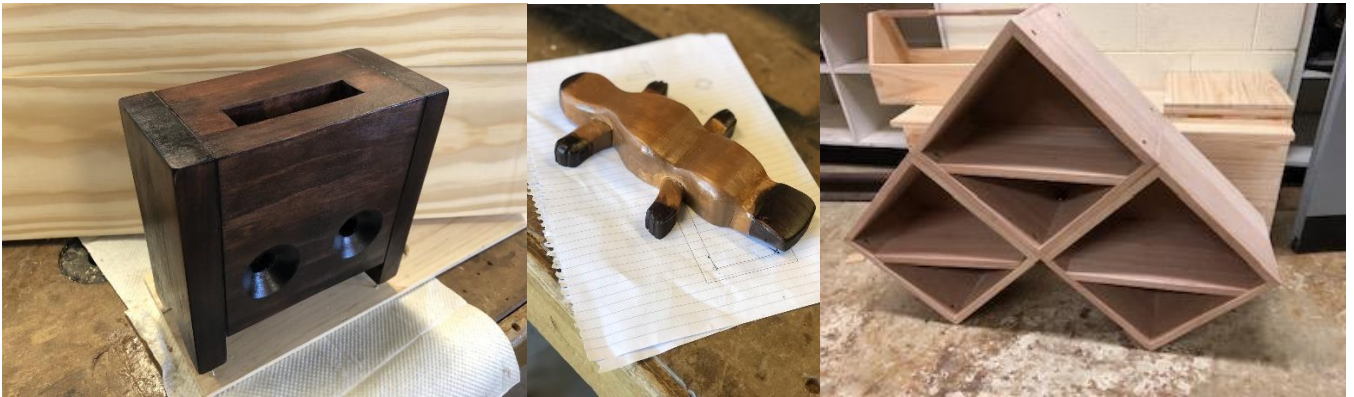




This course is designed for senior secondary learners to develop basic skills in a range workshop environments and with a range of materials. Techniques learned may include:

- planning and sequencing
- material preparation
- construction/reassembling
- bending and forming
- repairing/servicing
- cutting and shaping
- combining materials
- construction of jigs
- application of fasteners and fittings
- plan, pattern and drawing interpretation
- joining and fixing

How you'll be assessed: at least one major product and at least one minor product.

Major product:

Example: following a given plan to produce an item that will include at least 4 of the following processes: marking out; cutting two different joint types; surface preparation; and finishing.

Minor product:

Examples: box, ottoman, CD rack, DVD holder, simple storage systems, clock or mirror from a given plan. Samples and practice pieces for the major product.

COMPLETION OF WORK POLICY

Assessment due dates are provided in the Program of Learning and on Canvas. Work must be submitted by the due date unless an approved extension has been granted. Unapproved late submissions will incur penalties as outlined in the *Completion of Work Policy*. Students needing extensions should contact their subject teacher before the due date with valid reasons, such as illness or unforeseen circumstances.

For more details refer to the Launceston College: [Completion of Work Policy](#).

ACADEMIC INTEGRITY

All senior secondary students in Tasmania are expected to uphold academic integrity, meaning they complete their work honestly and fairly. This includes properly referencing any ideas, images, or information borrowed from others, allowing teachers to distinguish between original and sourced content.

Assignments will be submitted through Canvas, email, hard copy as directed in the task sheet.

For more details, refer to the Launceston College: [Academic Integrity Policy](#).

COURSE DOCUMENT

The TASC website provides considerable information about the course. [Workshop Techniques - Introduction - TASC](#)

Week	Date	Program of Learning 2025	Notes / Assessments
1	6 Feb	Workspace routines and procedures	
2	10 Feb	following correct procedures for use of tools and equipment	
3	17 Feb	appropriate use of personal protective devices	
4	24 Feb	cleaning and storage of personal protective devices	
5	3 Mar	reporting and identification of hazards.	
6	10 Mar	exploring techniques by making practice pieces	
7	17 Mar		
8	24 Mar	Minor Task	
9	31 Mar		
10	7 Apr		
Term 1 break – Saturday 12 April – Sunday 27 April			
1	28 Apr	Organisation and maintenance of the workspace	
2	5 May		
3	12 May		
4	19 May		
5	26 May	Testing techniques	
6	2 June	setting out/up of required tools	
7	9 June		
8	16 June	Major Task	
9	23 June		Mid-Year Assessments Level 3 & 4
10	30 June		Mid-Year Assessments Level 3 & 4
Term 2 break – Saturday 5 July – Sunday 20 July			
1	21 July	Workspace communication	
2	28 July		
3	4 Aug		
4	11 Aug	experimenting directly with work in progress	
5	18 Aug		
6	25 Aug	Testing techniques	
7	1 Sep		
8	8 Sep		
9	15 Sep		
10	22 Sep		
Term 3 break – Saturday 27 September – Sunday 12 October			
1	13 Oct	cleaning and storage of personal protective devices	
2	20 Oct		
3	27 Oct		
4	3 Nov		
Exams begin (Monday 10th November) - Exams end (Thursday 20th November)			

ASSESSMENT

Criterion-based assessment helps students see how well they're meeting course outcomes at the end of their study. While there is continuous feedback to guide learning, final assessments focus on showing what students have achieved by the end. Ratings are given as 'A', 'B', or 'C', based on course standards. A 't' indicates partial achievement below a 'C', and a 'z' means no evidence provided.

Schools follow TASC's quality assurance to keep standards consistent. More details are on the [TASC website](#). Final awards are based on both internal and TASC-supervised external assessments.

Criteria

The assessment for *Workshop Techniques – Introduction* will be based on the degree to which the learner can:

- 1. prepare, use and maintain physical resources for production of practical projects
- 2. use appropriate techniques and processes
- 3. complete practical projects within specialisation area(s)
- 4. understand and apply occupational health and safety procedures

Award Requirements

The final award will be determined by the Office of Tasmanian Assessment, Standards and Certification from 4 ratings.

The minimum requirements for an award in *Workshop Techniques – Introduction* Level 1 are as follows:

EXCEPTIONAL ACHIEVEMENT (EA)

'A' ratings on all 4 criteria

COMMENDABLE ACHIEVEMENT (CA)

2 'C' ratings AND 2 'A' ratings

SATISFACTORY ACHIEVEMENT (SA)

'C' ratings on all 4 criteria

PRELIMINARY ACHIEVEMENT (PA)

'C' ratings on 2 criteria