



CERTIFICATE II IN SKILLS FOR WORK AND VOCATIONAL PATHWAYS

VET DEPARTMENT



VOCATIONAL CERTIFICATION

Certificate II in SWVP (FSK20113)

RECOMMENDED ENTRY REQUIREMENTS Nil

AIMS AND OBJECTIVES

This qualification is designed for individuals who require further foundation skills development to prepare for workforce entry or vocational training pathways. All Year 10 students are enrolled in the course and aim to complete it in Year 11. Students complete a minimum of 15 hours (3 days) mandatory work experience which is organised by the school under a DET Contract.

COURSE OUTLINE

Certificate II in SWVP will be delivered through class-based tasks that will simulate a work environment. In addition, all students will be involved in work placement. Teaching and learning strategies will be used to deliver the competencies. These include: reading, writing, numeracy, oral communication and learning skills, entry level digital literacy and employability skills.

UNIT CODE	UNIT TITLE	CORE/ELECTIVE
FSKDIG03	Use digital technology for routine workplace tasks	CORE
FSKLRG09	Use strategies to respond to routine workplace problems	CORE
FSKLRG11	Use routine strategies for work-related learning	CORE
FSKNUM14	Calculate with whole numbers and familiar fractions, decimals and percentages for work	CORE
FSKNUM15	Estimate, measure and calculate with routine metric measurements for work	CORE
FSKOCM07	Interact effectively with others at work	CORE
FSKRDG10	Read and respond to routine workplace information	CORE
FSKWTG09	Write routine workplace texts	CORE
FSKLRG06	Participate in work placement	ELECTIVE
FSKNUM20	Use basic functions of a calculator	ELECTIVE
BSBCMM201	Communicate in the workplace	ELECTIVE
BSBWHS201	Contribute to health and safety of self and others	ELECTIVE
BSBWOR204	Use business technology	ELECTIVE
BSBIND201	Work effectively in a business environment	ELECTIVE

QCE Credits on successful completion – 4.

ASSESSMENT PROGRAM

Provided successful completion of all the requirements of the course have been satisfied, Certificate II in SWVP will be awarded. Students will be able to have previous experience or study recognised (Recognition of Prior Learning – RPL) which could result in reduction of nominal hours of study.

SUBJECT CHARGES: NIL