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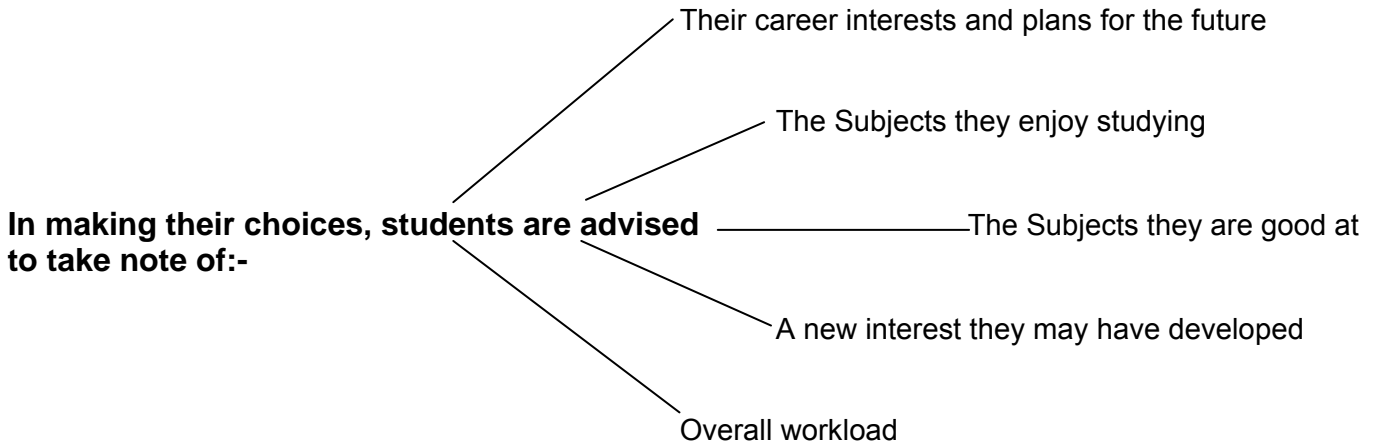
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INTRODUCTION

Students in S4 and S5 are now approaching another stage in their school career and important decisions on subject choice for entry to S5 and S6 for session 2010/2011 require to be made. Please note that S5 and S6 courses commence on Monday 31st May 2010.

This booklet is intended to help parents/guardians and students to understand how S5 and S6 are organised and how course choice should be made. Information on individual subjects is also provided to assist in the decision making process.



MEETINGS

On Wednesday 24th February 2010 Parents/Carers are invited to a 'Transfer Evening' when the transfer arrangements for students moving from S4 to S5 and S5 to S6 will be explained. Senior management will be available to discuss subject choices.

There will also be consultation meetings on Thursday, 21st January 2010 (for S5/6 students) and Wednesday, 3rd March 200 (for S4 students) at which parents/carers can meet class teachers to discuss their child's present progress and SQA prospects. Careers staff from Careers Scotland will also be present to give advice on careers.

If, having studied this booklet and having attended the Meetings, either students or parents/carers are still uncertain over subject choices, the student's Pupil Support teacher or Mr B Asher, Depute Headteacher, with responsibility for S5/S6 will be pleased to help, by appointment, (Telephone Annan 202954).

STUDENTS, SUBJECT CHOICE AND THE 'CONTRACT'

Students embarking on a fifth or sixth year at School are offered certain opportunities and privileges but these bring with them corresponding responsibilities.

S5 and S6

1. Students can negotiate their subject CHOICE with their Principal Teacher (Pupil Support). The LEVEL of course followed in the subject will then be decided in consultation with the appropriate Principal Teacher. For those periods students are contracted in to a particular subject, they are expected to attend unless they have obtained the agreement of the subject teacher in advance.
2. Students are allowed access to various social areas at the interval, lunchtime and after school, and are expected to look after the facility.
3. Supervised Study periods must be spent studying inside the School (See Study).

4. Students in S5/6 will be expected to attend regularly, to cooperate fully with staff, to arrange a full timetable and to work hard.
5. Failure to meet these basic requirements may result in the withdrawal of privileges. Experience has shown that a structure of the kind outlined above, rather than total freedom, leads to better examination results, the development of a more responsible attitude to study and the use of 'free' time, and to fewer students wasting the last vital years of their schooling.

NATIONAL CERTIFICATES (NCs)

The National Certificate system brings together the best of Scottish education currently offered in schools and colleges so that there are no artificial barriers between academic and vocational subjects. The aim is to provide opportunity for all students to continue their studies after S4 at a level appropriate to them, and to provide themselves with a firm foundation for further learning.

National Certificate Courses will build on subjects studied in S4, so students can choose courses for S5 based on what they have achieved in S4. Subject courses will be available at five levels in S5 and S6:

Access → **Intermediate 1** → **Intermediate 2** → **Higher** → **Advanced Higher**

In any year students will be able to take a mix of subjects at different levels. The range and choice of subjects on offer in the school will reflect local needs and may be influenced by a number of factors. S5 students will be expected to take 5 subjects and S6 students a minimum of 4. Courses will be designed to help students advance from one level to the next at the end of each year. Some students may continue at a higher level with subjects already studied. Others may widen their range of subjects. Normally the level students study in fifth year in school will be determined by the level they reached at Standard Grade. Further details on appropriate levels of course study will be given to students by their class teachers.

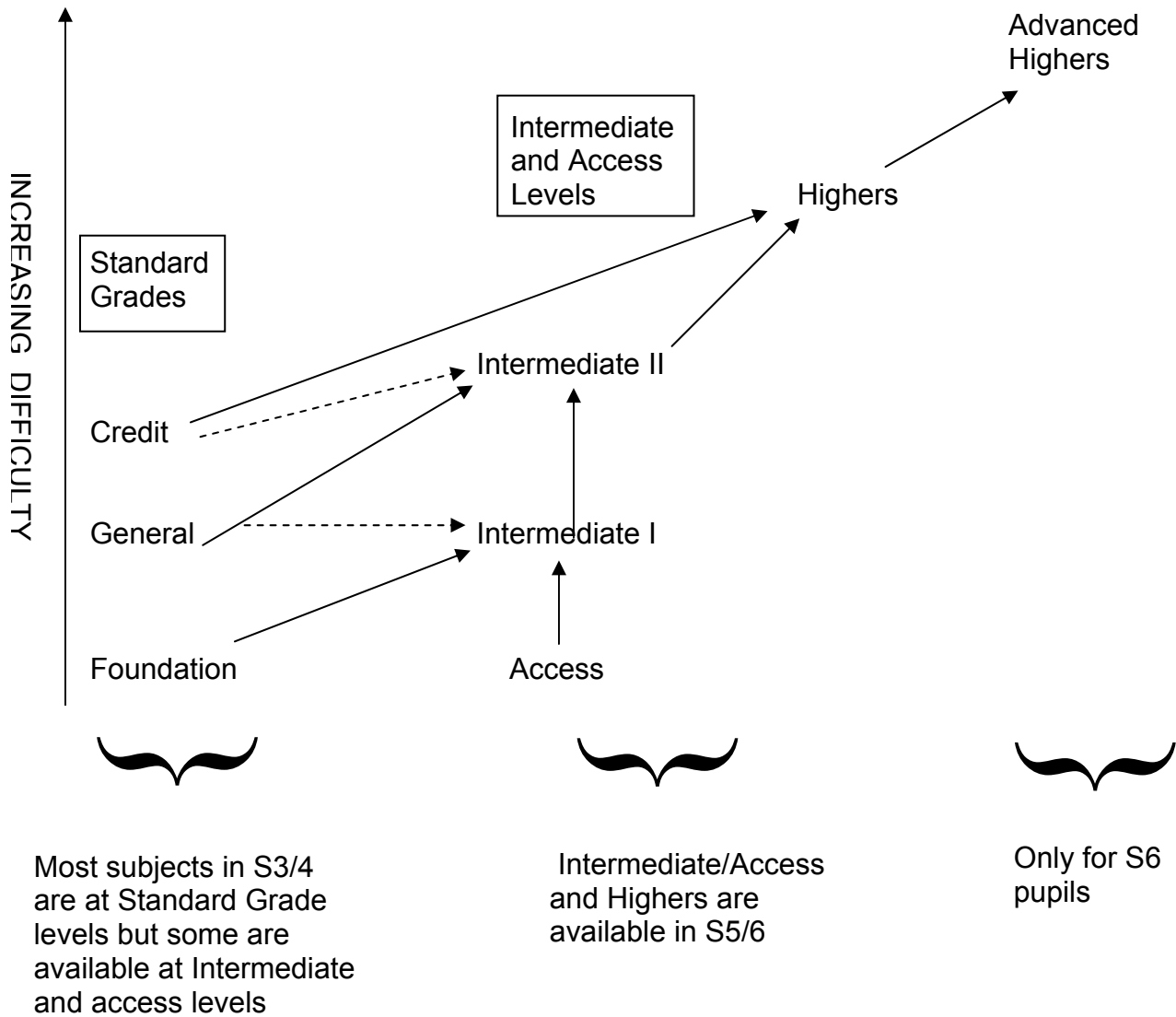
Generally,

- | | | |
|------------------------|---|---|
| Access | : | courses for students who may have learning difficulties and/or who are unlikely to achieve Foundation Level Awards. |
| Intermediate 1 | : | courses for those who have achieved Foundation Awards. |
| Intermediate 2 | : | courses for students who have achieved General Level Awards and who may proceed to Higher courses in S6. |
| Higher | : | courses for students who have achieved Credit Level Awards and who intend to continue with their education post 16. |
| Advanced Higher | : | courses which would act as stepping stones to undergraduate courses at University. |

ADVANCED HIGHER

When it comes time to decide on a sixth year course, individual needs will differ and advice must be sought. Sixth year is a time of transition between school and higher education. It is a year in which to reinforce good work patterns and to learn to study on one's own. Courses leading to certification in Advanced Higher may be followed in addition to further 'H' Grades. Advanced Higher courses are intensive one year courses intended to cater for a critical approach to a subject. A good pass at Higher Grade is advisable for entry to each Advanced Higher subject and the work is similar to that in the initial stages of degree courses. Practical work will cover a diversity of method, some experimental, some observational, which may be used to reinforce theoretical matters. In many subjects, candidates will be required to produce a dissertation/project.

The following diagram indicates the relative level of difficulty and the routes of progression through the range of current Scottish Qualifications.



KEY

—————
For most students

For some students

S5 Options: Workload – Balance of Higher and Intermediate 2 Courses

To help you work out the balance of Higher and Intermediate courses that you could realistically tackle, the following provides a good starting point:-

Grade Point Average

Work out your Grade Point Average by adding the grades for all your Standard Grade results and divide by the number of subjects taken. For National Certificate courses, use the following equivalences with Standard Grade:

National Certificate Grade	Equivalent Standard Grade for GPA
Int 2 Grade A	1
Int 2 Grade B	1.5
Int 2 Grade C	2
Int 2 Grade D	3
Int 1 Grade A	3
Int 1 Grade B	3.5
Int 1 Grade C	4
Int 1 Grade D	5

e.g English 2, Maths 3, Geography 2, Chemistry 2, French 2, Physics 3, Art: Int 2 grade B, Computing Studies 2

$$\text{G.P.A} = \frac{2 + 3 + 2 + 2 + 2 + 3 + 1.5 + 2}{8} \\ = 2.2$$

i.e. with these grades your Grade Point Average would be 2.2

Now check your Grade Point Average against the following advice:-

Grade Point Average 1.0 to 1.5

You are a very able pupil and should be studying 5 subjects at Higher Grade.

Grade Point Average 1.6 to 2.0

You should have a go at 5 Highers as you have a good chance of passing 5 Highers and a much better chance of passing 4 Highers than if you only studied 4 Highers only.

Grade Point Average 2.1 to 2.5

With a Grade Point Average in this range, 5 Highers is not advisable.

Go for 4 Highers with another subject at Intermediate 2. You have a 20% chance of passing 4 Highers, but students who take 4 Highers have a much better chance of passing 3 out of 4 Highers than those who only study 3 Highers.

Grade Point Average 2.6 to 3.0

Within this G.P.A. range it is better to consider each subject carefully. If after carefully considering individual subjects, there seems to be a good chance of passing 4 Highers then go for it. The general advice would be to go for 3 Highers and 2 Intermediate 2 courses, but these must be chosen carefully using S4 Results in the individual Subjects and in consultation with teaching staff and your Pupil Support teacher.

Grade Point Average 3.1 to 3.5

There is no recommended overall number of Highers for these G.P.A.s. You should only study Highers where you have a good chance of passing. Each subject needs to be considered individually. Intermediate 2 courses may better suit your needs.

Scottish Qualification Authority

Pass Rates for S5 Higher (2002) based on performance at Standard Grade (2001) (for Grades 2 and 4 at S-Grade) and Pass Rates for Higher (1999) based on performance at Standard Grade (1998) for grades 1 and 4

SUBJECT	Grade 1	Grade 2	Grade 3
English	98%	66%	34%
French	94%	59%	14%
German	94%	53%	8%
Latin	-	51%	20%
Spanish	>90%	71%	10%
Accounting & Finance	>85%	63%	37%
Mathematics	85%	37%	17%
Biology	90%	35%	10%
Human Biology	92%	49%	14%
Chemistry	93%	38%	14%
Physics	91%	45%	11%
Economics	-	79%	63%
Geography	96%	70%	37%
History	94%	69%	35%
Modern Studies	93%	68%	36%
Computing	91%	57%	25%
Craft & Design	91%	54%	37%
Home Economics	82%	59%	44%
Graphic Communication	-	74%	40%
Technological Studies	91%	51%	17%
Art & Design	97%	79%	52%
Drama	98%	80%	46%
Music	98%	85%	71%
Physical Education	76%	76%	49%
Religious Studies	83%	58%	16%

Figures in bold are those for 2002 Higher, figures in plain text are for 1999.

This table gives you an idea of your chances of passing a Higher based on your Standard Grade results. Check this carefully as there are considerable differences in the pass rate percentages. Note for example that in Graphic Communication with a grade 2 you have a 74% chance of passing Higher, on the other hand, Maths even with a grade 2 you only have a 37% chance of passing Higher.

Use this table to help you balance your workload. It may also help if you are undecided about which courses to go for when your Standard Grade performance is the same in the subjects you are considering.

Quality versus Quantity

It is often argued that studying fewer Highers will enhance the quality of the grades achieved. Research does not support this.

The quality of the Highers passed does not deteriorate by studying more Highers.

STUDY

At any time not covered by direct teaching, arrangements will be made within the School for study. The School encourages good study practice, as study plays a vital role in the development of further learning skills of importance to young people in tertiary education or in later personal development.

S6 Students will be able to negotiate study time in Subject departments, in the School Library or (in S6) the Sixth Year Common Room. The atmosphere encouraged in the Library is that of a University Library.

PERSONAL AND SOCIAL DEVELOPMENT

During their remaining time with us in School we hope to contribute to the personal and social development of our senior students. One period per week in each of S5 and S6 is allocated to this. Our aims are to help them gain the abilities to:

- a. access information for a particular purpose.
- b. work without supervision and be self motivated.
- c. access and review their own progress.
- d. be aware of the needs of others.
- e. be aware of equal opportunities for girls and boys.
- f. be aware of moral and spiritual values within contemporary society.

COLLEGE COURSES

A number of courses may be available in association with Dumfries and Galloway College and/or the Barony College. Course descriptors for these are not yet available. Once they are finalised a separate addendum will be issued. These courses are delivered by College staff and involve students in travelling to and from the colleges, to other schools or in Video Conferencing. Some other College courses not normally timetabled may be available in negotiation with individual students. Further information is available from Mr Cowan.

AVAILABILITY OF COURSES

Students and parents are asked to note that courses in the Senior School will only run where the number of students opting for a particular course constitute a viable class.

In the event of classes being over-subscribed then decisions will have to be made regarding entry to the Course. This will be based on actual attainment in S3/4 i.e. (Standard Grade/National Qualifications) and/or predicted results in S5/6. Priority will be given to students in S5 who are proposing to study the subject at this level for the first time.

S6 PEER SUPPORT

Pupils in S6 may have the opportunity to use some of their study time to act as peer support mentors in the schools Learning Support unit and within some subject classes. This type of voluntary work is particularly valuable for students who might be considering careers that involve working with children and young people.

EXPRESSIVE AND CREATIVE ARTS

ENGLISH DEPARTMENT

Courses on offer for students in S5 and S6 are:

Level – INTERMEDIATE 1

**Preferred Entry Qualification – Lower General Level Standard
(and some Grade 3 students as advised)**

Level - INTERMEDIATE 2

**Preferred Entry Qualification - General Level Standard Grade
(and some Grade 2 students as advised)**

Level – HIGHER

**Preferred Entry Qualification - Credit Level in both reading and writing at Standard Grade
(some students with Grade 2 may struggle with the course and might be advised to take
Intermediate 2 in the first instance)**

The three courses are broadly similar in aims, content and skills required, but differ in terms of difficulty. It is possible to begin in one Level and be transferred to a different level.

AIMS

1. To broaden and refine students' understanding and appreciation of literature.
2. To encourage and develop an interest in literature of various kinds that will provide satisfaction in leisure time.
3. To develop further students' understanding of how language has developed and how it is used and works in a variety of different forms and contexts.
4. To provide students with a variety of different forms and contexts in which they can develop their reading, writing, listening and talking skills.
5. To provide students with experiences of language and literature which will challenge them intellectually, imaginatively, morally and emotionally, which will enrich their lives and contribute to their personal and social growth.

CONTENT & SKILLS

The intensive study of a series of poetic, prose and dramatic texts is a major part of each course. This and other aspects of the course will involve the following skills and activities :

- (a) Exploring, in talk and writing, experiences, feelings, emotions and ideas.
- (b) Expressing (a) above in a variety of prose/dramatic/poetic forms.
- (c) Experimenting with different models and styles.
- (d) Discussion of personal programmes of reading and writing with a teacher.
- (e) Discussion of ideas/themes/texts/approaches with classmates/teachers.
- (f) Undertaking personal reading, independent study and research.
- (g) Skimming, scanning and close reading.
- (h) Comparison of texts.
- (i) Contrasting and collating information from different texts.
- (j) Identifying the main concerns, structures and styles of texts.

- (k) Acquiring a knowledge of literary concepts and critical approach both to texts and any subsequent writing task.
- (l) Acquiring awareness of the contexts (literary, historical, ideological) of a text.
- (m) Reviewing, summarising and making notes.
- (n) Forming opinions and taking a defensible stance.
- (o) Planning, drafting, editing, redrafting. Presenting collated and revised material in appropriate form and style.

INTERNAL ASSESSMENT

(Higher, Intermediate 2, Intermediate 1)

At each of the above levels, there will be three units. To gain the units, candidates must achieve passes in end-of-unit internal assessments:

- Language Study: one assessment – close reading (1hour) and one assessment – Writing (on-going within the unit)
- Literary Study: one assessment – Textual Analysis (45 minutes)
- Personal Study (written response): one assessment (1 hour)

EXTERNAL ASSESSMENT

(Higher, Intermediate 2, Intermediate 1)

At each of the above levels, external assessment will consist of two examination papers. Examinations will continue to be closed-book.

<i>Level</i>	<i>Paper</i>	<i>Time</i>
Higher	Close Reading	1 hour 30 minutes
	Critical Essays	1 hour 30 minutes
Intermediate 2	Close Reading	1 hour
	Critical Essays	1 hour 30 minutes
Intermediate 1	Close Reading	45 minutes
	Critical Essay	45 minutes

HOMEWORK

A substantial commitment is needed from students in terms of homework and private study. Students will be expected to take increasing responsibility for all aspects of their study and they will be expected to complete approximately 10 hours homework per week. Though major homework assignments will be set regularly by the class teacher, students will be expected to supplement this with private study of their own : keeping notes up to date; preparation for classes; extra work on aspects of the course where difficulties are being encountered; general ongoing revision work etc.. Moreover, most of the preparation for the Personal Study must be completed in the student's own time.

ADVANCED HIGHER ENGLISH

Advanced Higher English may be available depending on demand. Students who are considering taking the course should consult either their class teacher or Mrs Brown, Principal Teacher Curriculum with responsibility for English.

MODERN LANGUAGES DEPARTMENT

Courses on offer for students in S5 and S6 are:

FRENCH - INTERMEDIATE 2, HIGHER, ADVANCED HIGHER

GERMAN - INTERMEDIATE 2, HIGHER, ADVANCED HIGHER

Preferred entry Qualifications:

French and German

Intermediate 2: At least a General pass at Standard Grade and the 'S' grade writing option

Higher: Credit pass at Standard Grade and in the "S" grade writing option

Advanced Higher : B pass at Higher

The ability to communicate in and understand a foreign language is becoming important in an increasing number of jobs locally as well as nationally. Equally important, is the ability to communicate with our European neighbours in everyday situations (in the foreign country or in our own country). The single European market, now a reality, is another strong reason for foreign language study. Modern Foreign Languages can be combined with an ever-increasing number of other subjects at Universities and Colleges and throughout Britain, graduates with a language element in their degree are highly sought after – more than in most other disciplines.

The Modern Languages Department will be offering 'Higher', 'Intermediate 2' and 'Advanced Higher' French and German courses to S5/ S6 students in Session 2009/2010.

All of these courses emphasise active COMMUNICATION in the foreign language and using language for real life purposes. We firmly believe that ALL students can achieve a degree of success and enjoyment in learning a foreign language. Being able to speak, listen and understand, read and understand, and write a foreign language are all valuable skills which are of use now and in later life. With the dawn of Curriculum for Excellence, languages will challenge pupils to be successful learners, confident individuals, effective contributors and responsible citizens.

Many of you will decide to continue (or take up again) the study of a foreign language for a variety of reasons. You may also be thinking about studying an additional language. We will be glad to offer advice on the study of French or German in S5/S6 to all students.

YOU MAY WISH TO STUDY A FOREIGN LANGUAGE IN S5/S6 BECAUSE:

You want to continue your study of a language at a higher level.

You feel it will improve your job prospects.

You want to specialise in language at or after School.

You would like to be able to communicate easily with people in French/German speaking countries.

You want to upgrade an existing qualification.

You want to have a good qualification in one or more languages before leaving School.

You find it interesting, enjoyable and useful.

You have some additional free time in S5/S6.

WHATEVER YOUR REASON(S), WHATEVER YOUR ABILITY, we welcome students in S5/S6 to sample one or more of our foreign language courses. In addition, we will be offering private study facilities (for reading, listening, recording) within our department to senior students next session.

INTERMEDIATE 2 - FRENCH and GERMAN

Intermediate 2 is a one-year 'stand alone' course or it can be used as a bridge towards Higher in S6. The entry level is at least a General pass at Standard Grade. The topics studied at Intermediate 2 are the same as those for Higher (see above) and there are end of Unit internal assessments and an end of Course external examination, comprising 30% Speaking, 20% Listening, 30% Reading and 20% Writing.

FRENCH and GERMAN - HIGHER

The Higher can be taken as a one-year course or spread over a two-year period, studying Intermediate 2 in S5 as a route towards Higher in S6. The entry level is a Credit pass at Standard Grade with a Credit pass also in the "S" Grade writing option. The topics studied are Lifestyles (family, friends, leisure....), Education and Work (school, college.....), the Wider World (holidays and travel, tourism.....). There is also a unit on extended reading and viewing, where lessons focus on a novel and a film in the foreign language, with follow-up writing. For each of the skills (Listening, Speaking, Reading, Writing), there will be end of Unit internal assessments and an end of Course external examination, comprising Speaking 25%, Listening 20%, Reading 30% and Writing 25%. Of the 160 hour allocation for the course, 40 hours are available for re-testing and preparation for external assessment.

FRENCH and GERMAN - ADVANCED HIGHER

The recommended entry point to Advanced Higher is a minimum 'B' pass in Higher French or German. The Advanced Higher course should appeal to a range of students, whether or not they intend to follow a foreign language course in Higher or Further Education.

The course consists of an 80-hour unit and a 40-hour unit. The 80-hour unit is designed to develop Language skills within three broad themes – Topical Issues; Personal and Social Issues; and Environmental Issues. Current Affairs/Topical Issues will be considered from the viewpoint of those living in the country of the target language and offers the opportunity to compare and contrast issues relevant in the foreign country and in Britain.

The 40-hour unit offers two options – Language in Work (business, commerce or other like contexts) or Extended Reading/Viewing (literature or film).

For each of the skills (Listening, Speaking, Reading, Writing), there will be end of Unit internal assessments and an end of Course external examination, comprising Speaking 25%, Listening 20%, Reading 25%, Writing 30% (Internal Folio 20%, External Essay 10%).

DRAMA DEPARTMENT

Course on offer to students in S5 and S6 is:

Level – HIGHER

Preferred Entry Qualification – As Higher Drama students will not have any earlier qualification in Drama, entry may be by interview. However, students wishing to consider this course should note that given the nature of the course, a credit pass in SG English is essential.

Depending on numbers and entrance levels it is possible that Int 2 Drama might be offered in place of Higher.

Any enquiries should be directed to Mr. N. Wallace, Principal Teacher.

AIMS

to provide opportunities for you to:

- Investigate relationships, issues and topics
- Gain knowledge and understanding of aspects of theatre
- Develop acting and directing skills and contribute to a presentation
- Experience theatrical performance

ASSESSMENT

There are three units which make up the course:

- Investigative Drama
- Study of a text in its Theatrical Context
- Contemporary Scottish Theatre

Investigative Drama – Outcomes

1. Take responsibility for an identifiable section of a presentation.
2. Contribute to the presentation process and final presentation.
3. Evaluate the effectiveness of the final presentation.

Assessment:

Internal – folio of work, directing, performance and evaluation.

Study of a text in its Theatrical Context – Outcomes

1. Demonstrate awareness of the historical, social and theatrical context of a play.
2. Make an exploration of how a play could be communicated through performance.
3. Perform an acting role from a prescribed text.

Assessment:

Internal – written and performance.

External – written examination (set text essay and a dramatic commentary) and an externally examined performance.

Contemporary Scottish Theatre – Outcomes

1. Demonstrate knowledge and understanding of specific trends and issues in contemporary Scottish theatre.
2. Perform an acting role from a contemporary Scottish play.

Assessment:

Internal – written and performance.

External – written examination (contemporary Scottish theatre essay) and an externally examined performance.

The Question Paper and the Acting Examination each represent 50% of the over-all grade, with adjustments made to marks as appropriate.

<u>Question Paper</u> (2 hours 30 mins) Section A: 1 x set text essay Section B: 1 x Dramatic Commentary Section C: 1 x contemporary Scottish theatre essay	 20 marks 20 marks 20 marks
<u>Acting Examination</u> Role 1 (set text) Role 2 (contemporary Scottish theatre)	 20 marks 20 marks

ART AND DESIGN DEPARTMENT

Courses on offer for students in S5 and S6 are:

Access, Intermediate1, Intermediate 2, Higher and Advanced Higher

Preferred Entry Requirements

Higher	Int 2 – B
Advanced Higher	Higher B (Band 3 desirable)

Art and Design offers experiences together with ways of learning and communicating which differ from those to be found in the greater part of the School curriculum. An Art and Design course, irrespective of its level, will enrich the lives of students, and a major contribution is that of arousing interest in the immediate environment and in encouraging responses to it. Aesthetic education involves observing and creating, also practical work with, for example, paint, film, clay or fabric and the expression through such media of ideas, moods and emotions.

Visual communication is an important part of daily life offering ways of seeing, expressing and handling ideas and information which cannot be communicated in other terms. Everyone watches television, looks at illustrations or photographs in magazines, newspapers and books, is influenced by posters, road-signs or advertisements. Everyone decorates and furnishes their home, buys clothes to wear and uses products manufactured by industry. Design may be said to influence the lives of us all, as individuals, members of the community, consumers and as subjects of decisions affecting the world we live in.

Five SQA Art and Design courses are available – Advanced Higher, Higher, Intermediate 2, Intermediate 1 and Access. SQA Units on Photography and Video Production are also available as is the opportunity to work on the production of the School Yearbook. 5th and 6th year students who have not pursued Art and Design since 2nd year will be presented for Higher, Intermediate 2, Intermediate 1 or Access as appropriate to their abilities.

Access, Intermediate1, Intermediate 2 and Higher

These courses develop experiences, knowledge and skills via the three assessable elements of design activity, expressive activity and Art and Design Studies (critical activity). All students, regardless of level, are required to produce folios of practical work based on expressive and design topics. Linked to these practical projects are Art and Design Studies, activities involving research and evaluation of artists and designers work. Although the three elements are similar for Higher, Intermediate 2, Intermediate 1 and access levels, the amount and quality requirements of work increases progressively through the levels.

ASSESSMENT

Assessment for all levels is based mainly on the practical Design and expressive folios. At the end of the year the folio's are sent to the exam board for marking. Art and Design Studies is assessed via an external written exam at Higher (1½ hours) and at Intermediate 2 (1 hour). Intermediate 1 pupils work is assessed in School but is subject to moderation whilst the work of access pupils is assessed entirely in School. Before being presented for external assessment pupils must pass the internal NAB tests.

ADVANCED HIGHER ART

Is only recommended to students who successfully complete Higher this year. This course allows individuals the opportunity to work on a major (80 hrs) Design or Expressive Project of their own choosing. This project is backed up with a smaller (40 hrs) complementary project based on Design, Expressive or Art & Design Studies. At the end of the year the folios of work are sent away for marking.

Also available for 6th year –

1. Folio Preparation, for students wishing to apply to Art School and
2. Personal Folio, offering the opportunity to develop specific skills or interests.

All Intermediate, Higher and Advanced Higher Students are asked to make a £10 contribution towards the cost of high quality colour printing undertaking during these courses.

SQA UNITS

Units (available to all students). These are practical units with a little related theoretical work. Students will be expected to make a contribution towards the cost of materials used.

PHOTOGRAPHY

This interest course comprises of two Units:- 'Photography, an introduction' and 'Digital Image Making Techniques'. No previous photographic experience or knowledge is necessary and skills will be developed to a high level of competence. In the first unit Students will learn how to:- 1. Use a camera, 2. Process film, 3. Print negatives, 4. Use a range of creative photographic techniques. This course comprises of 2 units. A charge of £10 is made as a contribution towards the cost of materials

The second unit deals with the use of digital cameras and photographic technique as well as an introduction to the use of 'photo Shop', software. A charge of £10 is made for this unit to cover the cost of high resolution colour printing.

Please note – Unit 1 is certificated by SQA. Unit 2 is a school based unit and has no external certification.

YEARBOOK PRODUCTION

This is not an SQA Unit but an option where students can become involved and help in the many organisational, planning and design aspects of the School Yearbook.

MUSIC DEPARTMENT

Courses on offer for students in S5 and S6 are:

Intermediate 2, Higher, Advanced Higher.

Preferred Entry Requirements:

Higher: Standard Grade 2

Advanced Higher: Higher B

Music - Intermediate 2

COURSE CONTENT:

The Course is intended for candidates who wish to develop breadth and overall musicianship as performers, composers and listeners. This aim is served by the inclusion in the Course of three 40- hour Units:

- ◆ Music: Performing
- ◆ Music: Composing
- ◆ Music: Listening

Music: Performing

Candidates must perform on two instruments or one instrument and voice.

Candidates will have the opportunity to develop and refine their technical and musical competence in performing. The study of a variety of musical styles and genres will provide a context for developing these performing skills and, through practical activity, conceptual knowledge and understanding.

Candidates will be assessed in practical performance by a visiting examiner in late February or early March 2011. All pieces used for presentation in practical exams **must be verified by the SQA**. Composing folio due for completion by December 2010. Question paper May 2011.

<u>Instrument 1 / Voice</u>	A sampled performance from prepared programme of 4 minutes containing at least 2 contrasting pieces. (30 Marks)
<u>Instrument 2 / Voice</u>	A sampled performance from prepared programme of 4 minutes containing at least 2 contrasting pieces. (30 Marks)
<u>Composing</u>	A prepared folio of a minimum of 2 contrasting compositions lasting a total of 2 minutes (Pass/Fail)
<u>Question paper</u>	45 minute paper testing knowledge and understanding, musical concepts and musical literacy. (40 Marks)

Lists of permitted instruments and combinations of instruments and exemplification of appropriate levels of difficulty is to be found in SQA's *National Qualifications in Music: Performing* (published on SQA's website www.sqa.org.uk).

Music - Higher

COURSE CONTENT:

The Course is intended for candidates who wish to develop breadth and overall musicianship as performers, composers and listeners. This aim is served by the inclusion in the Course of three 40- hour Units:

- ◆ Music: Performing
- ◆ Music: Composing
- ◆ Music: Listening

Music: Performing

Candidates must perform on two instruments or one instrument and voice.

Candidates will have the opportunity to develop and refine their technical and musical competence in performing. The study of a variety of musical styles and genres will provide a context for developing these performing skills and, through practical activity, conceptual knowledge and understanding.

Candidates will be assessed in practical performance by a visiting examiner in late February or early March 2011. All pieces used for presentation in practical exams **must be verified by the SQA**. Composing folio due for completion by December 2010. Question paper May 2011.

<u>Instrument 1 / Voice</u>	A sampled performance from prepared programme of 10 minutes containing at least 2 contrasting pieces. (30 Marks)
<u>Instrument 2 / Voice</u>	A sampled performance from prepared programme of 5 minutes containing at least 2 contrasting pieces. (30 Marks)
<u>Composing</u>	A prepared folio of a minimum of 2 contrasting compositions lasting a total of 2 minutes (Pass/Fail)
<u>Question paper</u>	1 hour paper testing knowledge and understanding, musical concepts and musical literacy. (40 Marks)

Lists of permitted instruments and combinations of instruments and exemplification of appropriate levels of difficulty is to be found in SQA's *National Qualifications in Music: Performing* (published on SQA's website www.sqa.org.uk).

Music - Advanced Higher

COURSE CONTENT:

The Course is intended for candidates who wish to develop breadth and overall musicianship as performers, composers and listeners. This aim is served by the inclusion in the Course of three 40- hour Units:

- ◆ Music: Performing
- ◆ Music: Composing
- ◆ Music: Listening

Music: Performing

Candidates must perform on two instruments or one instrument and voice.

Candidates will have the opportunity to develop and refine their technical and musical competence in performing. The study of a variety of musical styles and genres will provide a context for developing these performing skills and, through practical activity, conceptual knowledge and understanding.

Candidates will be assessed in practical performance by a visiting examiner in late February or early March 2011. All pieces used for presentation in practical exams **must be verified by the SQA**. Composing folio and Listening commentary due for completion by December 2010. Question paper May 2011.

<u>Instrument 1 / Voice</u>	A sampled performance from prepared programme of 15 minutes containing at least 2 contrasting pieces. (30 Marks)
<u>Instrument 2 / Voice</u>	A sampled performance from prepared programme of 10 minutes containing at least 2 contrasting pieces. (30 Marks)
<u>Composing</u>	A prepared folio of a minimum of 1 composition lasting a total of 1.5 minutes (Pass/Fail)
<u>Question paper</u>	1 hour paper testing knowledge and understanding, musical concepts and musical literacy. (40 Marks)
<u>Listening Commentary</u>	A 1500-2000 word investigative study which demonstrates the candidate's ability to research a music topic chosen in connection with the teacher. This must include referenced audio clips and extracts of musical score as evidence of conceptual knowledge. This takes the place of a listening NAB. (pass / fail)

Lists of permitted instruments and combinations of instruments and exemplification of appropriate levels of difficulty is to be found in SQA's *National Qualifications in Music: Performing* (published on SQA's website www.sqa.org.uk).

TECHNICAL EDUCATION DEPARTMENT

Courses on offer for students in S5 and S6 are:

PRACTICAL CRAFT SKILLS WOODWORK – INTERMEDIATE 1 & INTERMEDIATE 2

GRAPHIC COMMUNICATION - INTERMEDIATE 2 & HIGHER

Preferred Entry requirements:

Practical Craft Skills – General Pass in Craft and Design

Graphic Communication – Int 2 – General Pass at Standard Grade

Higher – Credit Pass at Standard Grade (Grade 3 considered if drawing abilities and / or knowledge and interpretation grade was at credit level)

Practical Craft Skills Woodwork – Intermediate 1 & Intermediate 2

Practical Craft Skills at Intermediate 1 and Intermediate 2 is aimed at students who wish to acquire, or develop further, skill in practical woodwork.

The component parts of P.C.S. (wood) are the three units and the course assessment project as outlined below.

1. Bench Skills 1 (wood) – Frame Construction
2. Bench Skills 2 (wood) – Carcase Construction
3. Machining and Finishing
4. Course Assessment project

The following points should be noted:

1. Awards are based on satisfactory completion of all performance criteria one of which covers safety and behaviour in the workshop. Students who present a danger in the workshop will be asked to leave the class and will consequently not secure any award.
2. Students are expected to purchase their artefacts and a contribution to the cost of materials used will therefore be required prior to each unit being undertaken. The costings will be:-

Unit 1	-	£8.00
Unit 2	-	£8.00
Unit 3	-	£8.00
Assessment Project	-	£11.00

GRAPHIC COMMUNICATION

Graphic communication is frequently used in construction, engineering and consumer contexts. The creation and interpretation of drawings are generic skills useful in employment and as life skills in a world where communication increasingly uses graphics.

GRAPHIC COMMUNICATION INTERMEDIATE 2

COURSE STRUCTURE

Graphic Communication: Pictorial	1 Credit (40 hours)
Graphic Communication: Orthographic	1 Credit (40 hours)
Graphic Communication: Computer Graphics	1 Credit (40 hours)

GRAPHIC COMMUNICATION – PICTORIAL

This aspect of the course requires students to sketch and draw pictorial views, exploded views and assembled views of everyday objects.

GRAPHIC COMMUNICATION – ORTHOGRAPHIC

Students are required to work to British Standards in sketching and drawing everyday objects in orthographic projection.

GRAPHIC COMMUNICATION – COMPUTER GRAPHICS

Students are required to apply computer aided graphics to orthographic, pictorial and presentation drawings.

ASSESSMENT

Assessment is based on an external examination paper, sampling aspects from the three units, and by completion of a Presentation folio including graphical work of Production drawings and Promotional drawings.

GRAPHIC COMMUNICATION – HIGHER

COURSE STRUCTURE

Technical graphics 1 (H)	1 Credit (40 hours)
Technical graphics 11 (H)	1 Credit (40 hours)
Computer graphics (H)	1 Credit (40 hours)

TECHNICAL GRAPHICS 1 (H)

Students are required to:

Apply manual techniques of pictorial representation to suit subject matter.

Apply manual techniques for geometric constructions in the generation of orthographic drawings.

Apply manual techniques of illustration and presentation to give emphasis and realism to graphic presentations.

TECHNICAL GRAPHICS II (H)

Students are required to:

Apply manual techniques of orthographic projection to produce drawings of components, assemblies and locations in third angle projection.

Apply the principles of dimensioning to orthographic drawings.

Demonstrate knowledge of the use of graphic communication within a typical company structure.

COMPUTER GRAPHICS (H)

Students are required to apply computer aided graphics to orthographic, pictorial and presentation drawings, using computer aided drawing, illustration, and desk-top publishing packages.

ASSESSMENT

In addition to the satisfactory achievement of the course units, to gain the award in Higher Graphic Communication, students are required to pass the external assessment. This consists of an examination paper covering all three units of the course, and the completion of a thematic presentation, incorporating manual and computer aided graphics.

All Intermediate and Higher students are asked to make a £10 contribution towards the cost of high quality printing undertaken during Graphic Communication courses.

PHYSICAL EDUCATION DEPARTMENT

Courses on offer for students in S5 and S6 are:

PERFORMANCE UNIT - ACCESS TO ADVANCED HIGHER LEVEL SPORTS LEADER AWARD - LEVEL 1 (This course will be studied in combination with the Performance Unit). (See below for details of this course).

PHYSICAL EDUCATION - INTERMEDIATE 2, HIGHER

Entry Requirements:

Physical Education (Higher): Standard Grade Physical Education at Credit level in all 3 elements or Intermediate 2 Physical Education or its component units.

Physical Education (Intermediate 2): Standard Grade. Physical Education at General level in all 3 elements or Intermediate 1 Physical Education or its component unit.

Performance Units (Access to Advanced higher Level) Sports Leader Award (Level 1): Interest in Sports Leadership. Specific interest in Practical Performance within a wide range of activities.

The potential contribution of Physical Education to the health and wellbeing of individuals and society as a whole is widely acknowledged. For many pupils the success and fulfilment they derive from taking Physical Education courses make a significant contribution to their future employment prospects and, for some, certificated courses lead to employment in one of the growing sports, leisure, recreation or media linked industries.

National Qualification Courses in Physical Education rest upon three broad inter-related aims that focus attention on:

- Performance
- Knowledge and Understanding
- Personal and Social Development

Performance is central to Physical Education and provides the context for the development of Knowledge and Understanding and Personal and Social Development.

Higher: Course comprises 2 units – Performance (60 hours)
Analysis and Development of Performance (60 hours)

Intermediate 2: Course comprise 2 units – Performance (60 hours)
Analysis and Development of Performance (60 hours)

The Performance Unit Sport Leader Award: Comprises 2 modules (see next page for details)
Course comprises one unit lasting 120 hours.

Sports Leader Award

The Sports Leaders Award Level 1 is a nationally recognised qualification and is designed to provide a starting point for young people aged 14 - 16 who want to develop their sports leadership skills.

The aim of the award is to develop generic skills that can be applied to a variety of sporting activities, as well as contributing to the candidate's personal and social education.

It is a practical qualification in which candidates demonstrate knowledge and understanding mainly through physical competence rather than written work.

More importantly, the SLA provides a fun course for young people to participate in and to give them an insight into the enjoyment that one can gain through sports leadership

Course Outline

The course is divided into two modules, both covering the fundamental areas of basic sports leadership.

Module 1 (Understanding, Planning and Preparing for Activity)

- Organisational skills
- Fair play in sport
- Communication skills
- The role of the umpire
- Health and Fitness
- Opportunities in sport and recreation

Module 2 (Leading Activity)

Sports leader candidates will be required to lead a minimum of 1 hour of sporting or recreational activity, of which they must be the sole planner and organiser.

This course can be done in combination with the Performance Unit.

For those pupils unable to attend a Certificated Course or Unit, the department offers one period of core physical education where pupils are given the opportunity to choose activities that they particularly enjoy and participate for recreation, enjoyment and health benefits.

General information on the courses available in S5 and S6 can be found on the following page. More detailed information is available from Mr Alan Crow, Principal Teacher Curriculum.

HOME ECONOMICS DEPARTMENT

The Course on offer for students in S5 and S6 is:

LIFESTYLE AND CONSUMER TECHNOLOGY – INTERMEDIATE 2, HIGHER

Preferred Entry Requirements:

Intermediate 2: Lifestyle and Consumer Technology

- Standard Grade Home Economics Grade 3&4 K.U.
Grade 3&4 H.I.
- Intermediate 1 Lifestyle and Consumer Technology
- Any interested students with Standard Grade passes at General Level in other subjects.

Higher: Lifestyle and Consumer Technology

- Standard Grade Home Economics Grade 1&2 K.U.
Grade 1&2 H.I.
- Intermediate 2 in Lifestyle and Consumer Technology
- Any interested students with a Credit Grade pass in Standard Courses in other subjects.

Home Economics is concerned with using and managing resources for the benefit of individuals, the family and society. The courses on offer are aimed at equipping students with essential life skills necessary to survive in the changing technological world we live in.

Intermediate 2 Lifestyle and Consumer Technology

This course enables candidates to focus on the physical, social and emotional needs of individuals, families and communities and on the ways these needs can effect personal decisions and choices about goods and services. Candidates will develop knowledge and understanding about important issues, such as responsibilities of parenting and child care, the need for shelter and the importance of caring for others.

The course is made up of three units:

- Resource management
- Consumer studies
- Product Development

Students will also be required to undertake a Technological Project which makes up for nearly 50% of overall grade encouraging good study skills and independent learning. It also develops investigating and evaluating skills.

Intermediate 2 Lifestyle and Consumer Technology will prepare candidates for employment in all areas of the caring sector as well as the food and technology industry

Higher Lifestyle and Consumer Technology.

This course aims to develop candidates' personal effectiveness in using and managing resources. Students will develop a knowledge and understanding about important issues relating to the consumers' needs for food, good health, clothing, shelter and money in our ever changing society.

This will enhance their future opportunity for further study, employment and the contribution they are able to make to society.

The course is made up of two units:

- Resource Management
- Consumer Technology.

Students will also be required to undertake a Technological Project which makes up for nearly 50% of overall grade. The project will allow them to develop a range of study skills and encourage independent learning.

Higher Lifestyle and Consumer Technology will prepare candidates for further study and employment opportunities in the Caring Sector, Social Services, Home Economics, Consumer Affairs or the Food and Technology Industry.

SOCIAL AND LIFE SKILLS

GEOGRAPHY DEPARTMENT

Courses on offer for students in S5 and S6 are:

INTERMEDIATE 2, HIGHER, ADVANCED HIGHER

ENTRY REQUIREMENTS:

INTERMEDIATE 2 – GEOGRAPHY

Students will normally be expected to have attained one of the following or equivalent:

- Standard Grade in either Geography or another social subject at General level.
- Intermediate 1 Geography or its Units.
- Intermediate 1 or 2 Course Units in another social subject.

HIGHER GEOGRAPHY

This course is available to:

- a. Candidates in S5 and S6 who have achieved a Credit Award in Standard Grade Geography in S4 or an Intermediate 2 award in S5 in Geography.
- b. Candidates in S5/6 who have not previously studied Geography but have achieved Intermediate 2 or credit level in History or Modern Studies.
- c. Standard grade pupils achieving a General pass but with a Grade 2 in knowledge and understanding would be considered for higher as the better the grade scored in K.U. ,the greater the chance of success at Higher.

INTERMEDIATE 2 GEOGRAPHY

This Course has three Units. It is available to all students in S5 and S6 for whom the Higher course is not appropriate. The modules are:-

- *Geography: Physical Environments* Unit – this has a British Isles context and studies a selection of landscape types (glaciated and limestone uplands, coastlines and rivers).
- *Geography: Human Environments* Unit – this has a wider context and studies detailed examples from economically more and less developed countries (the key topics are world population, urban geography, rural geography and industrial change).
- *Geography: Environmental Interactions* Unit – this has a stronger emphasis on global issues and evaluating of strategies adopted to manage these. The issues studied may have a bias toward either the physical or human environment but they exemplify the interactions between these two environmental types. The interactions studied are Development and Health (distribution, contributory factors, consequences and control of two diseases) and Environmental Hazards (tropical storms, earthquakes and volcanoes).

To gain an award in Geography Intermediate 2 the candidate has to complete successfully the internal assessments of the above modules and achieve a pass grade in the external exam.

- Internal assessment will be set at the end of each module with opportunities for re-assessment.
- External assessment will draw on elements from all three modules.

HIGHER GEOGRAPHY

- a. Higher Geography Physical Environment – taught over 40 hours and worth 1 Credit.
- b. Higher Geography Human Environment – taught over 40 hours and worth 1 Credit.
- c. Higher Geography Environmental Interactions – taught over 40 hours and worth 1 Credit.

The Physical Environment gives candidates the scope to develop their Knowledge and Understanding of Physical Geography. The Physical Environment is divided into 4 parts:

Atmosphere (characteristics of the atmosphere, atmospheric and oceanic circulation, rainfall patterns over West Africa and global warming)

Hydrosphere (the water cycle, movement of water in a river basin, physical features of rivers and valleys)

Lithosphere (characteristics of glaciated and carboniferous limestone uplands and coastal scenery)

Biosphere (the character and formation of three world soil types and vegetation succession across sand dunes)

The Human Environment gives candidates the scope to develop their Knowledge and Understanding of Human Geography. The Human Environment is divided into 4 parts:

Population (how and why populations change over time)

Rural (agricultural systems and change)

Industrial (economic and manufacturing activities)

Urban (aspects of large urban centres)

All the topics in these two sections include work on how Geographers collect, process and interpret relevant data – Geographical Methods and Techniques.

Higher Geography Environmental Interactions – provide candidates with the opportunity to develop aspects of the Physical and Human Environment. Each Environmental Interaction is designed to emphasise the relationship between all aspects of Physical and Human Geography.

Two Environmental Interactions will be studied:

1. Rural Land Resources – how different landscapes affect human activity.
2. Development and Health – how levels of these vary throughout the world.

To gain the award for the course, candidates have to successfully complete the internal assessment of all the above units and achieve a pass grade in the external assessment.

1. Internal Assessment – will be set at the end of each unit with opportunities for reassessment.
2. External Assessment –
 - * Paper I 1hr 30mins : on the Physical and Human Environments
 - * Paper II 1hr 15mins : on the 2 Environmental Interactions you have studied. (1 Physical, 1 Human)

The Geography department are proposing the re-introduction of foreign field trips to re-enforce coursework, commencing in July 2010.

GEOGRAPHY - ADVANCED HIGHER

This course is open to students in S6 who have passed Higher Geography at levels A, B or C and builds on the skills developed at Standard Grade and Higher levels. It fosters new skills, which are useful in higher education, particularly analysing, evaluating and presenting materials. It involves fieldwork as well as theory. Seventy per cent of total course marks are awarded for work completed in School.

Course Structure

Unit 1 – Geographical Methods and Techniques

Students acquire knowledge and understanding of techniques for gathering processing and presenting data, using statistical techniques, and the production and interpretation of maps and diagrams.

Unit 2 – Geographical Study

Students use the skills acquired in Unit 1 to plan, research and present a geographical study of up to 3000 words. It involves collecting and processing information from field studies and/or published sources. This is externally assessed and is worth 40% of course marks.

Unit 3

Students research a controversial geographical issue, identify, summarise analyse and evaluate points of view relating to it and produce a report of 1500-2000 words. This is also externally assessed and is worth 30% of course marks.

Assessment

External Assessment

Geog. Study Report 40%
Geog. Issue Report 30%
2 hour exam based on Unit 1 30%

Internal Assessment

Students must pass the internal assessments on each of the three units studied.

Students should note that the better the grade scored in Standard Grade KU, the greater the chance of success at Higher.

MODERN STUDIES DEPARTMENT

Courses on offer to students in S5 and S6 are:

INTERMEDIATE 1, INTERMEDIATE 2, HIGHER, ADVANCED HIGHER

Preferred Entry Requirements:

Intermediate 1: Foundation level pass in a social subject at Standard Grade, preferably Modern Studies

Intermediate 2: General level pass in a social subject at Standard Grade, preferably Modern Studies.

Higher: Grade 2 or better in Standard Grade Modern Studies or Grade 1 in another Social Subject. (Students must have an interest in Sociology, politics and current affairs). **Students should note that the better the grade scored in Standard Grade KU, the greater the chance of success at Higher.**

Advanced Higher: Higher Modern Studies pass but preferable at grades A or B.

INTERMEDIATE 1 AND 2

This is divided along lines very similar to Higher but with different and less challenging content.

In Unit 1 students will study two UK issues chosen from the following:

a) 'Government and Decision Making in Scotland'

b) 'Health and Wealth in Society'.

c) 'Crime and the Law in Society'.

The single international issue studied will be 'China'. Since there is little overlap in content, a viable number of pupils is required to allow this course to run.

Teaching and learning approaches will be similar and students will work in the usual manner but will also be asked to research issues using a variety of media (e.g. text books, documentaries, newspapers, news, and the Internet).

Anyone interested in this subject should see Mr J. Harkness, Principal Teacher, and collect a separate information leaflet.

HIGHER

Is a one year course which can be taken by fifth and sixth year students. A Standard Grade award at Credit Level in Modern Studies or a '1' in another Social Subjects is essential and students must have an interest in sociology, politics and current affairs.

Students will study three 40 hour units as follows:

Unit 1 comprises two U.K. political issues i.e. 'Decision Making in Central Government', Electoral Systems, Voting and Political Attitudes or crime and the Law in society

Unit 2 Social Issues in the UK : "Wealth and Health Inequalities"

Unit 3 is devoted to two international issues i.e. 'The USA' or 'China' and 'The Politics of Development'.

Pupils must be willing to undertake personal study, researching the issues using a variety of media (eg books, documentaries, newspapers, news and internet).

ADVANCED HIGHER

A Higher Grade award in Modern Studies (preferably at A or B level) is required for entrance to this course. The content covered is 'Comparative Politics and Research Methods' in which students extend their understanding of political parties, elections and decision-making in Britain and the USA.

An important feature of the course is the development in students of investigative skills and self-reliance.

Students should note that the better the grade scored in Standard Grade KU, the greater the chance of success at Higher.

HISTORY DEPARTMENT

Courses on offer to students in S5 and S6

Intermediate 1, Intermediate 2, Higher, Advanced Higher

Preferred Entry Requirements:

Intermediate 1: Standard Grade Foundation Level

Intermediate 2: Standard Grade General Level

Higher: Standard Grade Credit Level. This course may also be taken from scratch by students who have achieved Credit Level in another Social Subject.

Advanced Higher: Higher pass grade A or B

Intermediate 1 and Intermediate 2

These are one year courses which cover the following Units:

Unit 1: From the Cradle to the Grave

Unit 2: Appeasement and the Road to War

Unit 3: Free At Last?

Success at **Intermediate 1** could be a stepping stone to taking **Intermediate 2** and if students are successful at **Intermediate 2** they could take **Higher** in Sixth Year.

Assessment for both courses is in the form of NABs and a final examination. **Intermediate 2** students are also required to write an Extended Response.

Higher

Higher is a one year course which may be taken in 5th or 6th Year. This is a demanding course which requires a great deal of commitment from students both in class and at home.

Units studied are as follows:

Unit 1: Scottish and British History (Option C) 1850-1979

Unit 2: Under review

Unit 3: Under review

Assessment is in the form of NABs and a final examination. Students are also required to write an Extended Essay on an issue chosen from the History course.

Advanced Higher

This is a one year course which looks at a chosen subject in more depth than at Higher. The subject currently studied is **Germany: Versailles to the outbreak of World War 2**. This is a very demanding and

rewarding course which requires the students to carry out a great deal of independent study. It is ideally suited to students who intend to go on to university.

Assessment is in the form of NABs and a final examination. Students are also required to write a 4000 word dissertation.

N.B. If students require more information about any of the courses, they should see one of the members of the History Department.

RELIGIOUS STUDIES DEPARTMENT

Courses on offer for students in S5 and S6 are:

RELIGIOUS MORAL and PHILOSOPHICAL STUDIES – INTERMEDIATE 2, HIGHER, ADVANCED HIGHER

Preferred Entry Requirements:

Intermediate 2: General level pass in a Social subject at Standard Grade, preferably in Religious Studies.

Higher: Credit level pass in a Social subject or proven ability in other Higher courses (for S6 pupils).

Advanced Higher: Pass in Higher RMPS.

RELIGIOUS MORAL AND PHILOSOPHICAL STUDIES

INTERMEDIATE 2

Students will study the following units:-

Unit – World Religions – (Islam) or Buddhism

Unit – Morality in the Modern World – Crime and Punishment/War & Peace/Medical Ethics

Unit – Christianity – Belief and Science

There will be three unit assessments, one for each of the above. To gain the award of the course students must pass all Unit assessments as well as an external assessment. External assessment will be the basis for grading attainment.

HIGHER

Students will study the following units:-

Unit – World Religions – Islam & Buddhism – Questions about the human condition, the goals of existence and the means of achieving these goals are studied.

Unit – Morality in the Modern World – Crime and Punishment/War & Peace/Medical Ethics – In this unit students develop the knowledge and skills necessary to understand theories about the relationship between religion and moral values.

Unit – Christianity – Belief and Science – In this Unit students develop the knowledge and skills necessary to understand contemporary relationships between Christian belief and scientific theory.

There will be three unit assessments one for each of the above. To gain the award of the course students must pass all unit assessments as well as an external assessment. External assessment will be the basis for grading attainment.

ADVANCED HIGHER

Advanced Higher may be available to pupils, depending on numbers interested and availability of teaching staff.

SCIENCE AND TECHNOLOGY

BIOLOGY DEPARTMENT

As Biology is seen as an important and fundamental area of investigative science, its study in the senior school provides students with the basis for further study or employment in areas related to Biology. It helps to develop an understanding of the way in which biological principles can be applied to the issues facing the individual and society, and fosters positive attitudes to others and the environment.

Courses offered for students in S5 and S6 are:

INTERMEDIATE 2, HIGHER BIOLOGY, HIGHER HUMAN BIOLOGY, ADVANCED HIGHER

Preferred Entry Requirements:

INTERMEDIATE 2

Standard Grade Biology – KU element Grade 3 or above

Or Intermediate 1 Biology – Grade A.

Or Standard Grade Chemistry or Physics – Grade 3 or above.

HIGHER BIOLOGY

Standard Grade Biology – KU Element Grade1 Or Intermediate 2 Biology at Grade A.

Pupils with a grade 2 in KU at Standard Grade or a Grade B at Intermediate 2 will be considered.

HIGHER HUMAN BIOLOGY

Standard Grade Biology – KU Element Grade1 Or Intermediate 2 Biology at Grade A.

Pupils with a grade 2 in KU at Standard Grade or a Grade B at Intermediate 2 will be considered.

ADVANCED HIGHER BIOLOGY

Higher Biology – Grade C or above

INTERMEDIATE 2

Description

This course provides an ideal progression to Higher Biology or an introduction for students who have not studied the subject previously.

It comprises three units:

- Living Cells
- Environmental Biology and Genetics
- Animal Physiology

Assessment

Each unit is assessed by a written exam (NAB) and by a formal written report on a piece of practical work carried out in class. If a pass is obtained in the assessment for all 3 units and one formal practical report, then pupils will be put forward for the final SQA exam.

HIGHER BIOLOGY

Description

This course develops many of the concepts introduced in the Standard Grade and Intermediate 2 Biology courses. The fact that this course offers a wide experience across the biological field makes it ideal for those students considering a career in disciplines such as Care, Agriculture, Animal welfare, Food Science, Forestry, Conservation, Ecology, Horticulture, Veterinary Science and many more.

It comprises three units:

- Cell Biology
- Genetics and Adaptation
- Control and Regulation

Assessment

Each unit is assessed by a written exam (NAB) and by a formal written report on a piece of practical work carried out in class. If a pass is obtained in the assessment for all 3 units and one formal practical report, then pupils will be put forward for the final SQA exam

HIGHER HUMAN BIOLOGY

Description

This course develops many of the concepts introduced in the Standard Grade and Intermediate 2 Biology courses. The fact that this course gives a greater knowledge of the complexity of the human body makes it ideal for those about to pursue a career in such disciplines as Sports Science, Physiotherapy, Psychology, Medicine, Dentistry and Nursing.

It comprises three units:

- Cell Function and Inheritance
- The Continuation of Life
- Behaviour, Populations and the Environment.

Assessment

Each unit is assessed by a written exam (NAB) and by a formal written report on a piece of practical work carried out in class. If a pass is obtained in the assessment for all 3 units and one formal practical report, then pupils will be put forward for the final SQA exam.

ADVANCED HIGHER BIOLOGY

Description

This course allows students to develop their knowledge and skills in Biology at an even higher and more challenging level. It is designed to give them a taste of the work they could expect in a first year university course.

It comprises four units:

- Cell and Molecular Biology
- Environmental Biology
- Physiology, Health and Exercise
- Biology Investigation and Report

Assessment

Each unit is assessed by a written exam (NAB) and by a formal written report on a piece of practical work carried out in class. Pupils must also keep a lab book and provide a written report of an Investigation of their choice. If a pass is obtained in the assessment for all 4 units and one formal practical report, then pupils will be put forward for the final SQA exam.

CHEMISTRY DEPARTMENT

As we live in an age of Chemistry based technology it is an important subject for any career in Science and Technology. The courses on offer are designed to equip students with knowledge and understanding of the chemical nature of the world in which we live and to help them to understand the chemical concepts referred to in the media.

Higher chemistry provides a good qualification for courses in Medicine, Dentistry, Pharmacy, Biochemistry, Forensics, Material science, Nursing, Chemical Engineering and the Food and Drug industry .It is also useful preparation for working in industry in quality control or an analytical capacity.

Courses offered for students in S5 and S6 are:

INTERMEDIATE 2, HIGHER, ADVANCED HIGHER.

Preferred Entry Requirements:

INTERMEDIATE 2:

Standard Grade Chemistry – Grade 3 or 4.

Or Intermediate 1 Chemistry – Grade A.

Or Standard Grade Physics or Biology – Grade 3 or above.

HIGHER:

Standard Grade Chemistry – KU Element Grade 1 **Or** Intermediate 2 Chemistry Grade A.

Pupils with a Grade 2 at Standard Grade or a B at Intermediate 2 will be considered.

ADVANCED HIGHER

Higher Chemistry – Grade C or above

INTERMEDIATE 2

Description

This course provides an ideal progression to Higher Chemistry or an introduction for students who have not studied the subject previously.

It comprises three units:

- Building Blocks
- Carbon Compounds

- Acids, Bases and Metals

Assessment

Each unit is assessed by a written exam (NAB) and by a formal written report on a piece of practical work carried out in class. If a pass is obtained in the assessment for all 3 units and one formal practical report, then pupils will be put forward for the final SQA exam.

HIGHER

Description

This course develops many of the concepts introduced in the Standard Grade and Intermediate 2 Chemistry courses.

It comprises three units

- Energy Matters
- The world of Carbon
- Chemical Reactions

Assessment

Each unit is assessed by a written exam (NAB) and by a formal written report on a piece of practical work carried out in class. If a pass is obtained in the assessment for all 3 units and one formal practical report, then pupils will be put forward for the final SQA exam.

ADVANCED HIGHER

Description

This course allows students to develop their knowledge and skills in Chemistry at an even higher and more challenging level. It is designed to give them a taste of the work they could expect in a first year university course.

It comprises three units:

- Electronic Structure and The Periodic Table
- Principles of Chemical Reactions
- Organic Chemistry
- Chemistry Investigation and Report

Assessment

Each unit is assessed by a written exam (NAB) and by a formal written report on a piece of practical work carried out in class. Pupils must also keep a lab book and provide a written report of an Investigation of their choice. If a pass is obtained in the assessment for all 4 units and one formal practical report, then pupils will be put forward for the final SQA exam.

PHYSICS DEPARTMENT

The study of Physics in the Senior School will assist those pupils who go on to study and work in such diverse fields as architecture, high finance, microelectronics medicine, dentistry, law, physiotherapy and of course engineering and the Sciences. In addition, skills in data handling, problem solving and analysis will continue to be developed and prove invaluable in a wide range of other careers.

Courses offered for students in S5 and S6 are:

INTERMEDIATE 2, HIGHER, ADVANCED HIGHER

Preferred Entry Requirement:

INTERMEDIATE 2

Standard Grade Physics – Grade 3 or 4.

Or Intermediate 1 Physics – Grade A.

Or Maths **and** Standard Grade Chemistry or Biology – Grade 4 or above.

HIGHER

Standard Grade Physics – Grade 1 **and** Standard Grade Maths – Grade 2 or above

Or Intermediate 2 Physics at Grade A. Pupils with a grade 2 at Standard Grade will be considered.

ADVANCED HIGHER

Higher Physics – Grade C or above

INTERMEDIATE 2

Description

This course provides an ideal progression to Higher Physics or an introduction for students who have not studied the subject previously.

It comprises four units:

- Mechanics and Heat
- Electricity and Electronics
- Waves and Optics
- Radioactivity

Assessment

Each unit is assessed by a written exam (NAB) and by a formal written report on a piece of practical work carried out in class. If a pass is obtained in the assessment for all 3 units and one formal practical report, then pupils will be put forward for the final SQA exam.

HIGHER

Description

This course develops many of the concepts introduced in the Standard Grade and Intermediate 2 Physics courses.

It comprises three units:

- Mechanics and Properties of Matter
- Electricity and Electronics

- Radiation and Matter

Assessment

Each unit is assessed by a written exam (NAB) and by a formal written report on a piece of practical work carried out in class. If a pass is obtained in the assessment for all 3 units and one formal practical report, then pupils will be put forward for the final SQA exam.

ADVANCED HIGHER

Description

This course allows students to develop their knowledge and skills in Physics at an even higher and more challenging level. It is designed to give them a taste of the work they could expect in a first year university course.

It comprises four units:

- Mechanics
- Electrical Phenomena
- Wave phenomena
- Physics Investigation and Report

Assessment

Each unit is assessed by a written exam (NAB) and by a formal written report on a piece of practical work carried out in class. Pupils must also keep a lab book and provide a written report of an Investigation of their choice. If a pass is obtained in the assessment for all 4 units and one formal practical report, then pupils will be put forward for the final SQA exam.

MATHEMATICS DEPARTMENT

Courses on offer to students in S5 and S6 are:

INTERMEDIATE 1, INTERMEDIATE 2, HIGHER, ADVANCED HIGHER

Mathematics is an important discipline characterised by order, precision and logic. It has a wide applicability to science, technology, business, industry and to everyday life. Mathematics is an ever expanding body of knowledge, skills, concepts and techniques, the essential value of which manifests itself in the efficient handling of information and the solution of problems. Not least of the qualities of Mathematics are its intrinsic challenge, satisfaction and pleasure.

Whenever appropriate, Mathematics is studied in the context of real life situations and everyday problems with the emphasis on acquiring fluency with mathematical language and confidence in applying mathematical techniques appropriate to the level of study. Calculators are used extensively but non-calculator skills are also practised and examined.

Preferred Entry Requirements:

MATHEMATICS - INTERMEDIATE 1: A Foundation grade 5 in both elements at Standard Grade.

MATHEMATICS - INTERMEDIATE 2: A General grade 3 at Standard Grade or an A pass at Int 1 units 1, 2 & 3.

MATHEMATICS – HIGHER: A Credit grade 2 in both elements at Standard Grade or an A pass at Int 2 units 1, 2 & 3.

MATHEMATICS - ADVANCED HIGHER: A Grade A or B at Higher.

Each of the courses consists of three units which are assessed internally by unit assessments of minimum competence. A course award is obtained by passing the three unit assessments **and** the external assessment set by the SQA in May. External assessment is by an examination consisting of two papers one of which is to be done without the use of a calculator. The Advanced Higher is one 3hr paper. The SQA certificate awarded will show the overall grade for Mathematics at one of the three levels along with any unit assessments passed.

For any queries contact Mrs McEwen PT Curriculum, Mathematics.

COMPUTING STUDIES DEPARTMENT

Courses on offer for students in S5 and S6 are:

INFORMATION SYSTEMS – INTERMEDIATE 2, HIGHER

Preferred Entry Requirements:

Intermediate 2: Grades 3 or 4 in Standard Grade Computing Studies

Higher: Grades 1 or 2 in Standard Grade Computing Studies

Information and its associated technologies are having an every increasing role in many aspects of modern life affecting work, home and leisure activities. This is recognised in the inclusion of information technology as a core skill within many contemporary qualifications and a centrepiece of numerous activities. Technological developments in hardware and software permit a wide range of data types to be stored and processed in digital form to provide useful information. Such information is used extensively by individuals and organisation when making decisions and is becoming increasingly integrated into everyday practice and thinking across many disciplines.

Developments in communication technologies and the Internet have ensured that information is widely accessible. Such developments are themselves generating demand for further access to information. This inclusiveness has led to the development of an e-culture relying on information systems. In parallel with these developments has come the recognition of the need to adopt a systematic approach to using information and working with information systems. For example, disciplined approaches to the provision of information to meet user requirements have long been recognised and are well established to database design. Methodical approaches should be underpinned by technical considerations in collecting, storing, processing and communicating data in a meaningful form.

Information is a vital resource to the requirements of individuals and organisations and, as such, is worthy of detailed study and lifelong learning. The Information Systems courses offer a progressive study from Intermediate 2, through Higher, to Advanced Higher, building on the generic skills offered within the SQA framework (Intermediate 1 and Standard Grade Computing Studies) and other awarding bodies. The courses examine what is meant by information, how that information is produced, what purpose it serves, and, what value the information has. The course develops a candidates' database and information skills and allows them to focus on specific aspects of Information Systems such as the Internet, Multimedia and Expert Systems.

The development of the candidate's knowledge and understanding of contemporary database systems and information skills is of primary importance, so these are the basis of the two mandatory units in all Information Systems courses. The courses also focus on the value and characteristics of information in a variety of contexts, including personal, professional and educational applications. Information Systems is more than using computing tools: it develops candidate fluency and literacy in areas of critical skills, understanding of concepts, problem solving abilities, and the use of vast amounts of information with analytical skills.

The aims of the courses are:

- To provide candidates with knowledge and understanding of Information systems.
- To develop candidates skill in the process of systems analysis and design.
- To develop critical skills, practical problem solving abilities and analytical skills in the use of a range of Information Systems.
- To develop an awareness of modern trends in Information Systems.
- To foster an application and awareness of the social, professional, ethical and legal implications of Information Systems.
- To foster an appreciation of the value of information as a resource.
- To foster the use of Information Systems and associated technologies.

The knowledge and skills gained as part of this course should enable the candidate to play a full and active role within the e-culture of the information society.

INFORMATION SYSTEMS – INTERMEDIATE 2

STRUCTURE

Mandatory Units

- ♦ Using Information
- ♦ Database Systems

Optional Units (one selected from)

- ♦ Applied Multimedia
- ♦ Expert Systems
- ♦ The Internet

The course has a core-and-option structure. Database systems are a central theme within all Information Systems courses. The **Database Systems** unit at this level focuses on practical skills in the use of database systems. The **Using Information** unit is a mix of practical and cognitive competencies and encompasses a wide range of contemporary computer hardware and software.

The option units allow specialisation into a particular aspect of information technology. **The Internet** unit allows focus on this particularly important information system; and the **Applied Multi Media** is designed to develop knowledge and understanding of multimedia applications and practical skills related to the development of multimedia applications through the use of contemporary hardware and software; **Expert Systems** Unit through the development and use of expert systems demonstrating knowledge and understanding and practical skills.

INFORMATION SYSTEMS - HIGHER

STRUCTURE

Mandatory Units

- ♦ Relational Database Systems (H)
- ♦ Using Information (H)

Optional Units (one selected from)

- ♦ Applied Multimedia
- ♦ Expert System (H)
- ♦ The Internet

The course has a core-and-option structure. Database systems are a central theme within all Information Systems courses. Another central theme is an appreciation of the value of information as an important resource for individuals and organisations. These dual objectives are reflected in the choice of the core units (***Database Systems*** and ***Information Using***). These core units have a degree of commonality : one refers to the organisation of information and the other requires students to design database structures.

The optional units provide opportunities for a degree of specialisation. The ***Applied Multimedia*** unit extends the student's knowledge of multimedia. This technology is emerging as a key tool for information structuring and is widely used within contemporary information systems (such as the Internet). A wide range of computer application packages can be used to create and manipulate information. The ***Internet*** unit aims to develop advanced skills in the use of and understanding of Internet services and Web design. The ***Expert Systems*** unit returns the focus to a specific type of information system and one that is likely to increase in importance during the next ten years.

For further details see Mr McMillan PT (Curriculum), ICT.

BUSINESS EDUCATION DEPARTMENT

Business and enterprise are at the heart of national growth and development and this is reflected in the important role that business education plays in the curriculum. The provision of business education offers opportunities for individuals to develop the crucial skills and knowledge which allows them to access, understand and contribute to the dynamic and complex business and information environment. Whatever the career pathway or progression route, business education can provide a valuable experience to enhance individual effectiveness.

Courses on offer for students in S5 and S6 are:

ADMINISTRATION - INTERMEDIATE 1, INTERMEDIATE 2, HIGHER

BUSINESS MANAGEMENT - INTERMEDIATE 2, HIGHER

Information is provided on each Course. If necessary, students should consult with the Principal Teacher, Mr I McMillan.

ADMINISTRATION COURSES

Preferred Entry Requirements:

Administration Intermediate 1: Standard Grade Administration at Foundation Level, Business at Access 3 Level, no prior knowledge of Administration.

Administration Intermediate 2: Standard Grade Administration at General Level Intermediate 1 or its Units, no prior knowledge of Administration.

Administration Higher: Standard Grade Administration at Credit Level Intermediate 2 Administration

ADMINISTRATION - INTERMEDIATE 1

Course

There are 3 mandatory Units:

Administrative Services	1 credit	40 hours
Information Technology for Administrators	1 credit	40 hours
Administration: Presenting and Communicating Information	1 credit	40 hours

In addition, the Course has additional demands over and above those of the Units eg integration of learning; consolidation and preparation for the external assessment. These are tested in the final exam.

Progression

This course and its Units may provide progression to:

Administration at Intermediate 2

Training and/or employment

Core Skills

This course gives automatic certification of the following:
Complete Core Skills for the Course - Information Technology Int 1.

Course Content

The course is based around an administrative assistant at a junior level:

Administrative Services:

duties; qualities and skills required; job description; person specification; skill scan; working practices; contract of employment; types of contract; health, safety and security issues; main purpose of current legislation for work environment; incoming and outgoing mail; filing; reprographics; reception; petty cash; uses and features of internet; electronic communication and office technologies - including the legislation.

Information Technology for Administrators:

spreadsheets; flat databases and word processing to carry out an administrative task.

Administration: Presenting and Communicating Information:

use of internet to search for information and the extracting of information for a given purpose; use ICT to present and communicate information - word processing; e-mail; e-diary; use presentation software to present and communicate information.

Assessment

To achieve the Course, the candidate must pass the Units as well as the Course assessment. The candidate's grade is based on the Course assessment.

Unit Assessment

Administrative Support	1.0 hours
Information Technology for Administrators	1.5 hours
Administration: Presenting and Communicating Information	1.5 hours

Course Assessment

Paper 1 (100 marks)	1.75 hours
Application of IT skills and knowledge and understanding	

Cross-curricular Themes The course also contributes towards:

Enterprise in Education
Education for Citizenship
Health Education

ADMINISTRATION - INTERMEDIATE 2

Course

There are 3 mandatory Units:

Administrative Services	1 credit	40 hours
Information Technology for Administrators	1 credit	40 hours
Administration: Presenting and Communicating Information	1 credit	40 hours

In addition, the Course has additional demands over and above those of the Units eg integration of learning; consolidation and preparation for the external assessment. These are tested in the final exam.

Progression

This course and its Units may provide progression to:

Administration at Higher
Training and/or employment

Core Skills

This course gives automatic certification of the following:

Complete Core Skills for the Course - Information Technology Int 2.

Course Content

Knowledge of the content covered at Intermediate 1 is assumed.

The course will be delivered using a thematic approach:

Administrative Services:

duties and qualities of an administrative assistant; effective communication with colleagues and customers; importance of customer service; working practices; contracts of employment; health, safety and security issues; health and safety legislation; role of, activities of and use of business documents in the Sales, Purchases, Finance and Human Resources departments; use of internet; advantages and disadvantages of internet; use and features of other electronic methods of communication; purpose of legislation relating to security of information; benefits of e-commerce; arranging and paying for business travel and accommodation.

Information Technology for Administrators:

the use of IT to solve business problems and present the solution by using the following software applications: spreadsheets; flat databases; word processing.

Administration: Presenting and Communicating Information:

use the internet to search for and extract information; use ICT (e-mail; e-diary; word processing documents) to present and communicate information; use presentation software to present and communicate information.

Assessment

To achieve the Course, the candidate must pass the Units as well as the Course assessment. The candidate's grade is based on the Course assessment.

Unit Assessment

Administrative Support	1.0 hours
Information Technology for Administrators	1.5 hours
Administration: Presenting and Communicating Information	1.5 hours

Course Assessment

Paper 1 (40 marks) 1.0 hours
Theory paper

Paper 2 (60 marks) 1.3 hours
Practical paper

Cross-curricular Themes

The course also contributes towards:

Enterprise in Education
Education for Citizenship
Health Education

ADMINISTRATION - HIGHER

Course

There are 2 mandatory Units:

Administrative Services	1 credit	40 hours
Information Technology for Managers	2 credits	80 hours

In addition, the Course has additional demands over and above those of the Units eg integration of learning; consolidation and preparation for the external assessment. These are tested in the final exam.

Progression

This course and its Units may provide progression to:

Advanced Higher Administration
Higher National programmes in administration
Higher Education programmes in administration
training and/or employment

Core Skills

This course gives automatic certification of the following:

Complete Core Skills for the Course - Information Technology Higher.

Course Content

Knowledge of the content covered at Intermediate 2 is assumed.

The course is based around an administrative assistant at a senior level. The course will be delivered using a thematic approach.

Administrative Services:

the role/duties and qualities of the administrative assistant at a senior level; targets for the individual and the organisation; time and task management (self and others); team working; working practices; contracts of employment; the work environment; methods of communicating organisational and legal requirements;

recruitment and selection procedures; staff development processes; procedures relating to staff welfare; types of meetings and committees; responsibilities for meetings; terms used in the conduct of meetings; documentation relating to meetings; the impact of technology on the conduct and organisation of meetings; the importance of customer service policies to the organisation.

Information Technology for Management:

the nature of information; sources of information; features of good information; types of decisions and types of information required to support decisions; the impact of ICT on workflow, working practices and management and security of information; use ICT to solve business problems and communication and present solutions - word processing; e-mail; e-diary; internet; spreadsheets; relational databases; presentation software.

Assessment

To achieve the Course, the candidate must pass the Units as well as the Course assessment. The candidate's grade is based on the Course assessment.

Unit Assessment

Administrative Support	1.0 hours
Information Technology for Management - Part 1	0.5 hours
Information Technology for Management - Part 2	2.5 hours

Course Assessment

Paper 1 (60 marks) Theory paper	1.3 hours
Paper 2 (60 marks) Practical paper	1.3 hours

Cross-curricular Themes

The course also contributes towards:

Enterprise in Education
Education for Citizenship
Health Education

BUSINESS MANAGEMENT COURSES

Courses on offer:

The Business Education Department will be offering Business Management courses at **Intermediate 2** and **Higher**. There is common ground between the 2 courses and so students may move between the 2 courses.

Preferred Entry Requirements:

Intermediate 2 is for those students who have evidence of performance at Standard Grade at General Level, including English.

Higher is for those students who have evidence of performance at Standard Grade at Credit Level, including English or Intermediate 2 Business Management.

The courses stand on their own and may be attempted with no prior knowledge.

Information Technology will be applied throughout the courses and students will have access to a modern integrated software package (word processing; spreadsheet; database).

BUSINESS MANAGEMENT - INTERMEDIATE 2

Course

This Course has 3 mandatory Units:

Business Enterprise (Intermediate 2)	1 credit	40 hours
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Business Decision Areas: Marketing and Operations (Intermediate 2)	1 credit	40 hours
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Business Decision Areas: Finance & Human Resource Management (Intermediate 2)	1 credit	40 hours
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Course Content

Business in contemporary society - role of business in society; types of business organisations; objectives; the role of the entrepreneur; stakeholders; methods of obtaining finance; changes in the business environment.

Business information and ICT - sources of information; types of information; uses of information in business; ICT in business.

Decision making - types of decision; decision making process.

Internal organisation - structure of organisations; factors affecting internal structure of organisations (this topic is only assessed in the final exam).

Marketing - the marketing concept; the marketing mix; market research.

Operations - operations; elements of the operations function; types of operations; quality.

Financial management - the role of the finance function; financial information; uses of financial information; users of financial information.

Human resource management - Human resource management; recruitment and selection; training and development; employee relations; legislative requirements.

Internal Assessment

The Units of Business Enterprise and Business Decision Areas will be assessed internally as the course progresses. Opportunities will be made available for re-assessment. To aid this, each Unit has a specification, including outcomes, and range and evidence requirements. However, the student must reach a high rate of attendance to achieve these criteria.

Students must attain a minimum of 50% of the marks allocated to unit assessment in order to satisfy the outcome.

Internal assessment must be completed before presentation for external assessment.

External Assessment

The course assessment is a Question Paper which lasts 1 hour 45 minutes, and has 75 marks available. The paper examines knowledge and understanding covering the course content and also assesses the ability of candidates to explain business decisions and explore business problems. The paper will consist of 2 sections - section 1 will contain questions on the interpretation of a case study of a business; section 2 will consist of extended response questions, some of which will require candidates to identify, name or list a number of factors.

BUSINESS MANAGEMENT - HIGHER

Course

This Course has 3 mandatory Units:

Business Enterprise (Intermediate 2)	1 credit	40 hours
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Business Decision Areas: Marketing and Operations (Intermediate 2)	1 credit	40 hours
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Business Decision Areas: Finance & Human Resource Management (Intermediate 2)	1 credit	40 hours
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Content

Business in contemporary society - role of business in society; types of business organisations; objectives; the role of enterprise and the entrepreneur; stakeholders; factors affecting the operation of business; business as a dynamic activity.

Business information and ICT - sources of information; types of information; value of information; ICT in business.

Decision making - decision making; decision making model; SWOT analysis; problems of structured models.

Internal organisation - grouping of activities; functional activities of organisations; forms of organisational structure; aspects of organisation structure (this topic is only assessed in the final exam).

Marketing - marketing; the marketing concept; the marketing mix; target markets; market research.

Operations - operations; input, process and output; distribution and delivery; types of operations; quality.

Financial management - finance; financial information; cash flow management; budgetary control; ratio analysis.

Human resource management - human resource management; changing pattern of employment within organisations; recruitment and selection; training and development; employee relations; legislative requirements.

Internal Assessment

The Units of Business Enterprise and Business Decision Areas will be assessed internally as the course progresses. Opportunities will be made available for re-assessment. To aid this, each Unit has a specification, including outcomes, and range and evidence requirements. However, the student must reach a high rate of attendance to achieve these criteria.

Students must attain a minimum of 50% of the marks allocated to unit assessment in order to satisfy the outcome.

Internal assessment must be completed before presentation for external assessment.

External Assessment

The course assessment is a Question Paper, which lasts 2 hours 30 minutes and has 100 marks available. The paper examines knowledge and understanding covering the course contents and also assesses problem solving and decision making. The paper will consist of 2 sections - section 1 contains questions on the interpretation of a case study of a business while section 2 will be extended response questions.

ADDITIONAL OPTIONS FOR S6 STUDENTS ONLY

ASDAN Certificate of Personal Effectiveness Level 3 (COPE 3)

AIMS

COPE 3 is an ASDAN course available to S6 students at Annan Academy who have studied 4 or 5 subjects at Higher during S5. The COPE 3 course, which is now accredited with 70 UCAS points and is recognised by a growing number of Scottish Universities and Colleges, provides the opportunity to gain recognition for achievements outwith your Higher subjects eg passing the driving test, UCAS application, Young Enterprise, Charities, improved performance in Music, sport etc, Duke of Edinburgh activities etc.

The course will help you (i) manage your own learning, (ii) broaden your learning experiences, (iii) contribute towards your UCAS application in the same way as Highers, and (iv) develop your employability skills and personal effectiveness.

COPE is a course which develop the independent learning experiences and time-management skills necessary for Higher Education.

COURSE OUTLINE

The COPE 3 assessment and certificate is based on portfolio evidence of the following SIX skills:-

- | | |
|--|----------------------|
| (i) working with others | (ii) Research |
| (iii) Improving Own Learning and Performance | (iv) Discussion |
| (v) Oral Presentation | (vi) Problem Solving |

COPE 3 offers a choice of challenges from six modules, namely:-

- | | |
|---------------------------|------------------------------|
| (i) Active Citizenship | (ii) Work Related Activities |
| (iii) Career Planning | (iv) Global Awareness |
| (v) Enrichment Activities | (vi) Extended Project |

COPE 3 requires 150 hours (6 modules of 25 hours) to achieve the 15 Credits required to pass the final assessment.

ASSESSMENT AND MODERATION

The assessment is (i) an on-going process involving formative assessment, (ii) followed by internal assessment of completed modules by COPE staff in Annan Academy and, finally (iv) External Moderation. There is NO NABS, Prelim or Final Exam. the entire assessment is based on the work you do on the Modules of your choice, the evidence you accrue in completing the Modules and the successful completion of your Portfolio.

WHY CHOOSE ASDAN?

Many of the possible challenges eg UCAS application, Driving Test, Advanced Higher Research Projects, Duke of Edinburgh, Young Enterprise, Charities Committee, Work Shadowing, Classroom Support, Raising Achievement in your chosen Musical interest or sport, are all things you will be doing during S6 anyway.

Why not choose COPE 3 and gain additional Credit for Course related work and/or credit for your achievements in the extra activities you take on during S6, both in and out of school.

Successful completion of COPE 3 can gain you 70 UCAS points in your quest for a place in higher Education. This is equivalent of an A pass at Higher.

FURTHER INFORMATION AND/OR QUESTIONS CONTACT MR JAMIESON (COPE 3 LEADER)

Young International Traders

This course of study, which is open to S6 students who have achieved good Highers results in S5, was introduced for the first time in 2007. It combines independent research, teacher-led lessons and presentations from members of the business community to give a comprehensive view of Scotland's place in the global economy as an importer and exporter of goods and services. Students also take part in visits to manufacturers or logistics centres to see theory put into practice.

Including units on image, financial exchange and design as well as Fair Trade and researching a country of choice, this course would be of particular interest to students who have taken or are considering business or geography-related courses, or to students who may have an interest in setting up in business for themselves in the future.

On completion of the course, and an independently researched presentation, certification is currently being offered by the Institute of Exporters.

Courses in Dumfries and Galloway College

Some courses being run in Dumfries and Galloway College are normally made available to pupils in schools, including Annan Academy.

This “Schools’ Programme” is currently under review by the Local Authority and as such, no detail of any courses which may be available as part of this programme, are available at the time of going to print.

Further information with regard to this programme will be made available to pupils and parents when we receive it.

CAREERS PROGRAMME

Throughout the first 4 years in Annan Academy, students follow a careers programme which includes, Equal Opportunities, Subject choice, Interview Techniques, Job Applications, Health and Safety at Work, Work Experience, Skillseekers and information on the local job scene.

In addition to these topics already covered senior students will discuss and participate in other spheres which may assist them in the future e.g.

- a. Further work on interview techniques - this will be important even to those who hope to attend college or university. Many institutions now interview candidates as part of the selection process.
- b. Completion of UCAS Application Forms. (Closing date for submission 15th January).
- c. Organised visits to colleges and universities on their open days.
- d. Personnel from Further or Higher Education Establishments will speak to students on entrance requirements, Assessment, facilities etc of their particular institution.
- e. Industrial visits can be organised for interested students wishing to gain insight into a specialist career of a particular firm.
- f. Computer software on post school opportunities is present on the computer network for use by senior students.

AVENUES OPEN TO SENIOR STUDENTS TO LEARN ABOUT “LIFE OF WORK”

Work Shadowing

Senior students will have the opportunity of “shadowing” individuals from industry/commerce throughout the year during study time to gain further insight into particular careers. The aim here is to provide the students with a glimpse of the world of work.

It allows the student to experience a job he/she cannot actually perform, and encourages them to be realistic about their ambitions and determined about their aspirations. It is hoped that students’ awareness concerning the complexity of a working structure will be increased and students’ personal development improved by stretching skills such as initiative, tolerance and social interaction.

Work Experience

This as the name suggest allows students to gain experience in a working environment and an opportunity to use specific skills some of which they may have learned at school eg communicative or practical. In the past, work experience placements for senior students have included Banks, Primary schools, Vets and District Council Offices. All placements must be risk assessed by Careers Scotland before pupils go into this environment. Some work experience / work shadowing placements where pupils may be working with children under 16 or vulnerable adults will also require pupils to be put through ‘Disclosure Scotland’ assessment.

Young Enterprise Scheme

This is a national educational development designed to bring practical business experience to senior students still at school. Students from the 5th and 6th years would commit 2 hours per week of their own

time for approximately 8 months to the business venture. Students are formed into groups and liaise with voluntary adult advisers from industry and commerce. The scheme is non-profit making and registered as an educational charity. It is intended that students will gain experience of operating an enterprise with real business problems and practical solutions. They will be engaged in the manufacture of a product, together with the various functions of business management. This is ideal, allowing students to put many of their business and social skills into practice encouraging responsibility and self confidence.

CAREERS GUIDANCE

An extensive range of careers literature, including most of the prospectuses for universities, and colleges, is available both in the school library and in the Careers Office. Students are urged to take advantage of the close liaison between the school and Careers Office. An interactive computer program which matches the information about the pupil to a careers database has been installed in the library. This should provide new career ideas and widen the job horizon for pupils.

Further help is available from the following:

SCHOOL CAREERS OFFICER

Ms Pamela Stark
Careers Scotland
The Loreburn Centre
High Street
Dumfries
DG1 2BD
Telephone Number: (01387) 272500

Careers officers interview senior pupils in the school by appointment.
This can be made directly or via the office

SCHOOL

Mr B. Asher, Depute Head teacher (Head of Upper School)
Mrs G. Craik, Principal Teacher Pupil Support (Careers)
Relevant Principal Teacher, Pupil Support

SCHOOL ORGANISED VISITS

(Visits are organised from the School to various events depending upon interest and the availability of speakers etc)

Events previously attended:

'Which University' Conference at Dumfries
– August/September
Edinburgh University Open Day – June
Glasgow University Open Day - September
Glasgow School of Art
Edinburgh College of Art
Armed Forces
Occupational Therapist
Physiotherapist
Career
Opportunities Abroad (Convention)

Barony College
Dumfries and Galloway College
South West Scotland College of Nursing
Chapelcross
Strathclyde University
Construction Industry Training Board
Dundee University
St. Andrews University
Paisley University

DUMFRIES AND GALLOWAY COUNCIL POLICY:-

PERSONAL ACCIDENT INSURANCE COVER FOR SCHOOL CHILDREN

The Council provides insurance cover for pupils relative to its liability for any acts of negligence.

However, there are certain occasions when pupils may be more “at risk” than others. These occasions arise not from “negligence” on the part of the authority but from non-attributable personal accidents, eg during curricular or extra curricular sports or physical activities.

The Council’s insurance cover does not extend to awards of compensation for damages as a result of such accidents (unless negligence can be proved) and it is essential that parents are aware of this.

Insurance cover for pupils to guarantee compensation for non-attributable personal accidents is a matter for parental decision and arrangement. Parents may wish to seek further advice on the availability of such insurance cover from their personal insurance agent/broker.

ANNAN ACADEMY

SUBJECT CHOICE BOOKLET



2010 – 2011

SENIOR SCHOOL