

# **EXTRACT**

## **10728NAT Certificate II in Spoken and Written English**

**Version 2, December 2018**

CONFIDENTIAL - NOT FOR DISTRIBUTION

**VERSION HISTORY**

Version 1	1 August 2018	Renewal of accreditation
Version 2	12 December 2018	Amendment: <ul style="list-style-type: none"><li>- Superseded training package units of competency replaced</li><li>- Performance Criteria and Performance Evidence updated to provide clarity</li></ul>

CONFIDENTIAL - NOT FOR DISTRIBUTION

## Section A: Copyright and course classification information

<b>1. Person in respect of whom the course is being accredited</b>	<b>NSW Technical and Further Education Commission</b>
<b>2. Address</b>	<p>Ms Eleze Drew  Head of SkillsPoint  Career Pathways, Aboriginal Languages and Employability Skills  TAFE NSW  Janison Street  Tamworth NSW 2340  Email address:  <a href="mailto:CSWEcurriculum@tafensw.edu.au">CSWEcurriculum@tafensw.edu.au</a></p> <p>T (02) 6768 2429   M 0448 828 782</p>
<b>3. Type of submission</b>	Renewal of accreditation
<b>4. Copyright acknowledgement</b>	<p>The copyright owner of the units of competency developed for inclusion in this course is NSW Technical and Further Education Commission.</p> <p>Training package units</p> <p>The following unit(s) of competency:</p> <ul style="list-style-type: none"> <li>• FSKLRG04 Use basic strategies for work-related learning</li> <li>• FSKLRG08 Use simple strategies for work-related learning</li> <li>• FSKNUM08 Identify and use whole numbers and simple fractions, decimals and percentages for work</li> <li>• FSKNUM14 Calculate with whole numbers and familiar fractions, decimals and percentages for work</li> </ul> <p>are from the FSK Foundation Skills Training Package administered by the Commonwealth of Australia.</p> <p>The following units of competency:</p> <ul style="list-style-type: none"> <li>• BSBITU111 - Operate a personal digital device</li> <li>• BSBITU211 - Produce digital text documents</li> <li>• are from the BSB Business Services Training Package administered by the Commonwealth of Australia.</li> </ul> <p>© Commonwealth of Australia</p>
<b>5. Licensing and franchise</b>	<p>The NSW Technical and Further Education Commission, trading as 'TAFE NSW', will establish licensing arrangements with interested parties, at the discretion of the TAFE NSW Managing Director or their representative. TAFE NSW reserves the right to levy a licensing fee. Information on such arrangements can be obtained from the Head of SkillsPoint, Career Pathways, Aboriginal Languages and Employability Skills, on (02) 6768 2429 or <a href="mailto:CSWEcurriculum@tafensw.edu.au">CSWEcurriculum@tafensw.edu.au</a>. Interested parties will be asked to demonstrate their capacity to maintain the integrity of the course.</p>

<b>6. Course accrediting body</b>	The Australian Skills Quality Authority (ASQA)	
<b>7. AVETMISS information</b>	ANZSCO Code	GEN19 General education – not occupationally specific
	ASCED Code	1201 – General Education
	National course code	10728NAT
<b>8. Period of accreditation</b>	1 October 2018 to 30 September 2023 – 5 years	

CONFIDENTIAL - NOT FOR DISTRIBUTION

## Section B: Course information

1. Nomenclature							
1.1 Name of the qualification	10728NAT Certificate II in Spoken and Written English						
1.2 Nominal duration of the course	<table> <tr> <td>Supervised hours</td> <td>435 - 600 hours</td> </tr> <tr> <td>Unsupervised hours</td> <td>175 hours</td> </tr> <tr> <td>Volume of learning</td> <td>610 – 775 hours</td> </tr> </table>	Supervised hours	435 - 600 hours	Unsupervised hours	175 hours	Volume of learning	610 – 775 hours
Supervised hours	435 - 600 hours						
Unsupervised hours	175 hours						
Volume of learning	610 – 775 hours						
2. Vocational or educational outcomes							
2.1 Purpose of the course	<p>10728NAT Certificate II in Spoken and Written English is a component of the Certificates in Spoken and Written English (CSWE), English as an additional language (EAL) curriculum framework. It is a post-beginner course for learners who have had some formal or informal exposure to English and who already possess a foundational level of English language skills and numeracy. It provides English language learning for EAL learners, primarily targeting newly arrived migrants and refugees who need English language skills to participate in a limited range of community, further training or employment contexts. The Certificate II in Spoken and Written English also includes elective numeracy modules for those EAL learners who may need to develop numeracy skills.</p> <p>This course is intended to provide participants with the following general education outcomes:</p> <ul style="list-style-type: none"> <li>English language proficiency at the equivalent of International Second Language Proficiency Ratings (ISLPR®) 2+, International English Language Testing System (IELTS) 5.0, or Common European Framework (CEFR) B1+</li> <li>English language proficiency to meet some performance features of Australian Core Skills Framework (ACSF) 2 indicators.</li> </ul>						
5. Course rules							
5.1 Course structure	<p>To achieve the 10728NAT Certificate II in Spoken and Written English the learner must complete five units:</p> <ul style="list-style-type: none"> <li>one unit must be chosen from Group A</li> <li>the remaining units can be selected from any group</li> <li>a maximum of one unit may be chosen from Group C</li> </ul> <table border="1"> <thead> <tr> <th>Unit code</th> <th>Unit title</th> <th>Nominal hours</th> </tr> </thead> <tbody> <tr> <td colspan="3">Group A</td> </tr> </tbody> </table>	Unit code	Unit title	Nominal hours	Group A		
Unit code	Unit title	Nominal hours					
Group A							

SWEELD001	Engage in and listen to basic spoken dialogues	120
SWEDCT001	Deliver and comprehend basic procedural spoken texts	120
<b>Group B</b>		
SWERWT003	Read and write basic everyday texts	120
SWERWT004	Read and write basic procedural texts	120
SWERWT005	Read and write basic story texts	120
SWERWT006	Read and write basic opinion texts	120
SWERWT007	Read and write basic factual texts	120
SWEDSJ001	Develop basic English language skills for job seeking	120
SWEDML001	Develop basic visual and multimodal literacy	120
SWEDVW001	Develop basic English vocabulary for Work, Health and Safety	60
<b>Group C</b>		
FSKLRG04	Use basic strategies for work-related learning	15
FSKLRG08	Use simple strategies for work related learning	15
FSKNUM08	Identify and use whole numbers and simple fractions, decimals and percentages for work	15
FSKNUM14	Calculate with whole numbers and familiar fractions, decimals and percentages for work	15
BSBITU111	Operate a personal digital device	20
BSBITU211	Produce digital text documents	60
<b>Total nominal hours (Total core units + minimum/ maximum of elective units)</b>		<b>435 - 600</b>
<b>Volume of Learning</b>		
Nominal hours	435 - 600 hours	
Unsupervised hours	175 hours	
Volume of learning	610 – 775 hours	
<p>Successful completion of this course will require learners to engage in unsupervised activities where they practise English language skills and knowledge acquired through supervised learning activities. It is expected that learners will undertake 175 hours of out-of-class study. This will involve homework and out-of-class tasks set by teachers. Time will also be spent practising language skills through authentic spoken and written events in individual learning centres, computer rooms and in the community.</p>		

	A Statement of Attainment will be issued for any unit of competency successfully completed if the full qualification is not completed.
<b>6. Assessment</b>	
<b>6.2 Assessor competencies</b>	<p>All assessment must be undertaken by assessors who meet the requirements stated to apply under the <i>Standards for Registered Training Organisations (RTOs) 2015, or its successor</i>.</p> <p>Specialist assessor qualifications are required due to the specialised breadth and depth of knowledge needed to assess English as an additional language as specified in the unit assessment conditions (Assessor requirements).</p> <p>Assessors must possess the following qualifications:</p> <ul style="list-style-type: none"> <li>• a recognised university undergraduate degree or higher or equivalent AND</li> <li>• a recognised AQF 8 or higher TESOL qualification or equivalent; OR</li> <li>• a recognised university undergraduate degree or higher in education or equivalent with a TESOL major</li> </ul> <p>The assessment of units of competency imported from training packages must reflect the requirements for assessors specified in the relevant training package(s).</p>
<b>7. Delivery</b>	
<b>7.2 Resources</b>	<p>Specialised resources for the delivery of the following units are:</p> <ul style="list-style-type: none"> <li>• SWEELD001: Interlocutors must be fluent speakers of English</li> <li>• SWERWT003: Access to digital technology if required</li> <li>• SWERWT006: Bilingual or English dictionary if required; access to model texts if required</li> <li>• SWERWT007: Access to digital technology if required</li> <li>• SWEDSJ001: Bilingual or English dictionary if required</li> <li>• SWEDVW001: Bilingual or English dictionary if required</li> </ul> <p>All delivery must be undertaken by teachers who meet the requirements stated to apply under the <i>Standards for Registered Training Organisations (RTOs) 2015, or its successor</i>.</p> <p>Specialist teacher qualifications are required due to the specialised breadth and depth of knowledge needed to teach English as an additional language.</p> <p>Teachers must have:</p> <ul style="list-style-type: none"> <li>• a recognised university undergraduate degree or higher or equivalent AND</li> </ul>

	<ul style="list-style-type: none"><li>• a recognised AQF 8 or higher TESOL qualification or equivalent;</li><li>OR</li><li>• a recognised university undergraduate degree or higher in education or equivalent with a TESOL major.</li></ul> <p>The delivery of units of competency that have been imported from training packages must reflect the requirements for trainers specified in the relevant training package(s).</p>
--	--

CONFIDENTIAL - NOT FOR DISTRIBUTION