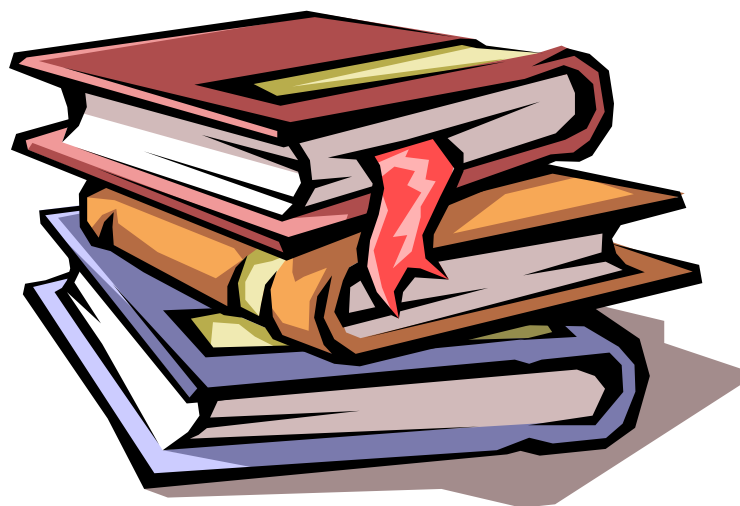


Meldrum Academy



S3/4 Course Information and Advice Booklet 2010

Pupil Name : _____

Class : _____

CONTENTS

Page

4	Introduction
5	Making your selections
7	Beyond S4
8	Careers Advice

PART 1: COMMON CORE COURSES

9	<i>BEIT Faculty</i>	:	Core
	<i>English Faculty</i>		
10	English	:	Standard Grade
11	English	:	Access
	<i>Health Faculty</i>		
12	Physical Education	:	Core
	<i>Maths Faculty</i>		
13	Maths	:	Standard Grade
15	Maths	:	Access 3
	<i>Modern Languages Faculty</i>		
16	French	:	Standard Grade
18	French	:	Intermediate 1
20	French	:	Access 3
	<i>Social Subjects Faculty</i>		
21	Religious Moral & Philosophical Studies	:	Intermediate 1/2 Units
	<i>Pastoral Care</i>		
22	Personal & Social Education		

PART 2: OPTIONS COURSES

Design Faculty

23 Art & Design : Standard Grade

BEIT Faculty

25 Accounting & Finance : Standard Grade

27 Get to Work with Office
Technology : Intermediate 1/2

29 Business Management : Intermediate 1/Intermediate 2

32 Computing Studies : Standard Grade

Design Department

34 Craft & Design : Standard Grade

35 Graphic Communication : Standard Grade

36 Enterprise through Craft: Access 3

Health Faculty

37 Home Economics : Standard Grade

39 Hospitality : Intermediate 1

40 Physical Education : Intermediate 1/2

Modern Languages Faculty

42 Spanish : Intermediate 1\2

Performing Arts Faculty

45 Drama : Standard Grade

46 Music : Standard Grade

Science Faculty

48 Biology : Intermediate 2

49 Biology : Intermediate 1*/Access3

51 Chemistry : Standard Grade

53 Chemistry : Intermediate 1*/Access 3

55 Physics : Standard Grade

56 Physics : Intermediate 1*/Access 3

Social Subjects Faculty

58	Geography	:	Standard Grade
59	History	:	Standard Grade
60	Modern Studies	:	Standard Grade
61	RMPS	:	Intermediate 1/2

PART 3: ELECTIVES & COLLEGE COURSES

62	Computers and the Internet
63	Creative Design
64	Digital Imagery
65	Engineering Craft Skills
66	Creative Writing Short Course
67	Media Studies Short Course
68	Skills for Work Elective
69	Travel and Tourism
70	Languages Plus: <i>German</i>
71	Music Performance
72	Biology, Chemistry or Physics (choose one)
75	Religious, Moral & Philosophical Studies
76	Sci-Phi- Philosophy in Film
77	Performance Unit PE: Creative Physical Activities: Intermediate 1
78	Performance Unit PE: Team Physical Activities: Intermediate 1

79 DECIDING ON YOUR OPTIONS

College Courses (Aberdeen College) information available separately

Introduction

As you will know from the work you have been doing in your PSE class, you are soon to be asked to make important decisions about which subjects you would like to do in S3 and S4. These decisions are very important. They are your first step to working towards a particular set of experiences and qualifications that will be useful to you when you decide to leave school. You will study the subjects you select now for the whole of S3 and S4. Whilst we want you to gain all you can from the learning opportunities in front of you, we also want you to enjoy your time at Meldrum Academy, so it is important for YOU to spend some time thinking about what is the best combination of subjects for you.

Meldrum Academy aims to offer you a set of courses that will meet your needs and talents and that you will find interesting and enjoyable. This booklet is designed to help you decide which courses to do. It is designed to support the work you have done and are doing in PSE. You will also find the booklet given to you in PSE called "Which Way Now?" from Careers Scotland helps you think about your options.

This booklet contains information about all the courses that will be on offer here in Meldrum Academy for you in S3/4. Take the time to read through the information contained in it to find out what you will be doing in each subject and how you will be assessed in order to gain qualifications.

Once you have read the course details use the yellow section 'Deciding on your Options' at the back of the booklet to make notes that will help you begin to make your decisions.

Making your selections

It is recommended that all pupils in Scotland have a balanced educational experience in S3/4. This can be done by selecting subjects in a structured way from groups of subjects. The subjects, both core and choice, are grouped below. To ensure a balanced curriculum some subjects are compulsory while others are optional.

Most pupils will study 8 courses of which one will be an elective for S3, followed by a second elective chosen prior to entry to S4.

	Subjects	Compulsory	Select one of	
C O M M O N C O R E	Communication and Language	English French (You may also choose to study Spanish as an option)	✓ ✓	
	Mathematical Studies and Applications	Maths	✓	
	Physical Education	Physical Education (You may also choose to study Standard Grade P.E. in addition to this compulsory course)	✓	
	Religious & Moral Education	RMPS	✓	
	BEIT	Core Work and Life Skills	✓	
	PSE	Personal & Social Education	✓	
O P T I O N S	Communication and Language	Spanish		
	Scientific Studies and Applications	Biology Chemistry Physics		✓
	Social and Environmental Studies	Business Management Geography History Modern Studies		✓
	Technological Activities and Applications	Accounting and Finance Get to Work with Office Technology Art and Design Business Management Computing Studies Craft and Design Enterprise Through Craft Graphic Communication Hospitality Music Physics		✓
	Creative and Aesthetic Activities	Art and Design Craft and Design Drama Enterprise Through Craft Graphic Communication Hospitality Music Physical Education		✓

In addition to seven full courses you will also follow 2 electives during the S3/4 experience. Electives offer you the opportunity to broaden your educational experience by choosing from a variety of courses offered by a range of departments/faculties. Most of these courses last for one year and are based on the themes of citizenship, creativity, enterprise, literacy, numeracy, ICT and vocational experience. In addition there is an opportunity to choose, from this list, one full National Qualification course. This is a challenge not to be undertaken lightly as only 2 periods per week are allocated to this column.

Details about each elective are in Part 3 of the booklet. When you choose an elective it will be important to ensure that it creates added value by providing a balanced curriculum for you.

Electives on offer this session are:

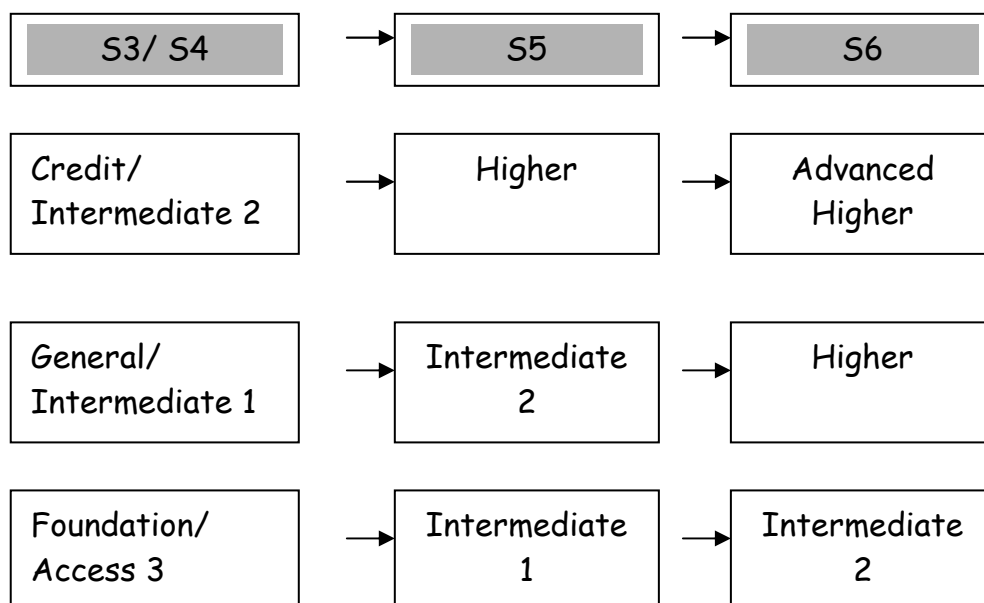
(Unless sufficient numbers are achieved certain electives may not run.)

Elective	Department/Faculty
Computers and The Internet	BEIT Faculty
Creative Design	Design Faculty
Digital Imagery	Design Faculty
Engineering Craft Skills	Design Faculty
Creative Writing Short Course	English Faculty
Media Studies	English Faculty
Skills for Work - Energy	Aberdeen College
Travel and Tourism	Social Subjects Faculty
Languages Plus - German	Modern Languages Faculty
Music Performance	Performing Arts Faculty
Chemistry / Biology / Physics - (one of three) Intermediate 2 (2 Year)	Science Faculty - Only one will run depending on availability
RMPS - Intermediate 1/2 (2 Year)	Social Subjects Faculty
Sci-Phi - Philosophy in Film	Social Subjects Faculty
Performance Unit PE: Creative Physical Activities	PE Department
Performance Unit PE: Team Physical Activities	PE Department
Skills for Work Courses	Aberdeen College

Once you have had time to think about the information in this booklet you will receive a helpful form in PSE. Follow the simple instructions on the form and these will guide you as you make your final course decisions.

Beyond S4

So now you have some guidelines to follow when selecting subjects you would like to do in S3/4. One last thing to bear in mind will be to consider what you might want to do at the end of S4. This may seem like a long way away, but the decisions you make now may have a potential impact on the options you will have to consider in two years time. You may be planning to leave school at that stage if you are old enough. It is normally possible for those who stay on at school to progress from S3/4 into a higher level course in most subjects. The diagram below shows you the sort of pathways that you might be able to consider.



Some examples of the ways that you may be able to progress in many subject areas are:

- If you achieve Foundation level in English, you might move on to Intermediate 1 in English.
- If you achieve Access 3 in Maths, you might move on to Intermediate 1 in Maths.
- If you achieve a Credit level in French, you might move on to Higher French.

Careers Advice

Most of you will have spent some time thinking about what you might like to do when you leave school. There is a wide variety of ways in which you can find some more information about possible careers. Page 26 of the "Which Way Now" booklet may give you some more ideas about things to do.

During the "Options" process you will meet the Careers Adviser for Meldrum Academy in one of your PSE lessons. You may also have taken the opportunity to meet her at a lunch time "clinic" and can continue to do so at anytime. Watch the bulletin and the plasma screen for dates of clinics.

You are welcome to log on to the website www.careers-scotland.org.uk where there is a lot of useful information and a section dedicated to S2 Options.



COMMON CORE COURSES

PART 1

BEIT Faculty

"Core Work and Life Skills"

Why Core Work and Life Skills?

This course focuses on developing skills, attitudes and knowledge towards preparing our young people for their future home and working life.

What does the course involve?

The course will explore knowledge, skills and attitudes towards

- Environmental Issues
- Banking matters
- Life as a Student
- Budgeting and making arrangements for a holiday
- Personal time management in preparing for exams
- Finding a Job
- Getting Married
- Retirement

How is your work assessed?

Formal assessment of this course is not necessary since the main aim is to prepare students for the future in their working and home lives.

Subject Group: Technological Activities & Applications

C
O
M
M
O
N
C
O
R
E

English Faculty

English : Standard Grade

Why English?

A good command of English is the key to success in many aspects of your life and work. It is important to be able to communicate well with others and to express yourself clearly in writing. Skills in English will help you in many other school subjects and later, in the world of work. Reading books, newspapers and magazines provides enjoyment and information throughout your life.

What does the course involve?

There are three main elements in this course which have an equal weighting in calculating the final award in the subject:

- **Reading:** studying poetry, drama, novels and short stories in detail and writing about them critically.
- **Writing:** completing a variety of writing tasks ranging from pieces which give information, to creative work in which the imagination is used and ideas developed
- **Talk:** learning to play a useful part in discussion as well as giving an individual talk

Additional skills which are developed in this course include -

- working with others in groups
- learning to improve and redraft your own work.

How is your work assessed?

English is assessed at Foundation, General and Credit levels.

- *Close Reading* and *Writing* are assessed by an external examination, set and marked by the SQA.
- *Talk* is assessed in school by the teacher.

A *Folio* of five pieces of course work is sent to the SQA for assessment. The pieces in this Folio contribute towards your final mark for Reading and Writing.

Subject Group: Language and Communication

English : Access

Why English?

Being able to read, speak and write in clear English is the key to success in many aspects of life and work. Skills in English are important in many school/college subjects and essential in many occupations. This course provides you with purposeful reading, writing, talking and listening. These activities enable you to improve and extend your communication skills and also help you to enjoy the English language in prose, poetry and drama.

What does the course involve?

You must complete *three* units in each course:

Language Study, Literary Study and Oral Communication (Access 2)

Language Study, Literary Study and Personal Study (Access 3)

Language Study

This unit concentrates on writing of different kinds and also covers a wide range of related reading.

Literary Study

In this unit you are involved in reading literature and giving your feelings and opinions on it. You will use a variety of texts from at least two of four categories: prose fiction, poetry, drama and mass media. One of these texts must be Scottish.

Oral Communication

In this unit you will

- watch and/or listen to a variety of texts such as speeches or broadcasts (news, documentaries, advertisements, etc)
- say what your own opinions and feelings are about the texts
- take part in group discussions
- plan and deliver a talk about something of interest to you

Personal Study

You will select and study text(s) or topic(s) from one or more than one of the following:

- Literature (fiction or non-fiction)

Subject Group: Language and Communication

Health Faculty

Physical Education: Core

Why Physical Education?

Throughout S3 and S4 you will receive 2 periods each week of Physical Education. During this time you will have an opportunity to develop your practical skills and knowledge and understanding of physical activity and health.

What does the course involve?

In S3/S4 you will have the opportunity to improve your performance in a variety of indoor and outdoor activities. You will be offered a choice of activity, allowing you to follow a course that is based on your own individual strengths and interests.

Subject Group: Physical Education

C
O
M
M
O
N
C
O
R
E

Maths Faculty

Mathematics : Standard Grade

Why Mathematics ?

The mathematics course is designed to play a useful part in your personal development and overall education. It provides you with skills which are helpful in other school subjects and which will be important for your every day life, now, and in the world of work. This course helps you to learn to appreciate mathematics and understand its important in today's world.

For many Further Education courses this is a compulsory subject for entry and employers very often require job applicants to have a qualification in mathematics.

Course outline

Two elements in this course are -

- Knowledge and Understanding
- Reasoning and Enquiry

The course teaches you to describe, tackle and solve problems that arise in real life using mathematical knowledge and techniques. This involves -

- Interpreting information
- Identifying methods of solving problems
- Carrying out the calculations and work necessary
- Presenting the solution

The areas that are covered are -

- Number and money
- Measure and Shape
- Relationships
- Statistics

Throughout the course you will be involved in making estimates and checking calculations. You will also learn the importance of accuracy in measurement and calculation.

How is your work assessed?

Mathematics is assessed at Foundation, General and Credit levels.

- Knowledge and understanding and Reasoning and Enquiry are assessed by external examinations, set and marked by the SQA.
- At each level, two papers will be set, one where a calculator may not be used and one where a calculator may be used.

Progression

Successful completion of this course will normally lead to study at the following levels:

- A pass at Foundation Level - Intermediate 1
- A pass at General Level - Intermediate 2
- A Pass at Credit level - Higher

Subject Group: Mathematical Studies & Applications

Mathematics : Access 3

Why Mathematics?

This course is designed to improve your skills in arithmetic and basic mathematics. The course centres on the use of Mathematics in everyday situations such as shopping, holidays and budgets.

Entry to the course

5 - 14 level B/C pass in S2

What does the course involve?

The course is made up of three units of work.

Using Mathematics 1

This unit includes :

- Whole number skills
- Use of simple fractions
- Money calculations
- Measuring length accurately

Using Mathematics 2

This unit builds on the work of Unit 1. It includes

- Money & measurements - calculation in everyday situations
- Multiplying and dividing numbers
- Rounding up money to the nearest pence
- Interpretation of tabled information eg: timetables
- Measuring length, weight and volume

Using Mathematics 3

The unit continues the work of the previous two units in:

- Number, fraction and percentage calculations
- Bar graphs, line graphs and scatter graphs
- Measurement skills
- Simple line symmetry, area and volume.

How is your work assessed?

On completion of each unit pupils are tested using SQA approved assessments.

Subject Group: Mathematical Studies & Applications

C
O
M
M
O
N
Z
O
N
E
C
O
R
E

Modern Languages Faculty

French : Standard Grade (Credit\General)

Why French?

Every pupil has the entitlement to learn a foreign language up to Standard Grade level. The ability to speak another language is important in many areas of business and commerce. Since the opening of the Single European Market in 1992, trade barriers have been removed and many companies now operate in several European countries. As a result, employers are often looking for people who can speak more than one language. French is central to European business life as well as being an invaluable springboard to the learning of other languages. Languages other than English are increasingly being used on the internet and knowing another language can open up lots of new possibilities.

You will find French a very useful language when travelling abroad as it is widely spoken in Europe and beyond.

Performance in S2 will determine whether this is the appropriate course for you.

Course outline

There are four main elements in this course -

- **Reading:** developing the ability to read French text through a variety of exercises, such as reading signs, notices, magazine articles, advertisements and texts.
- **Speaking:** learning to communicate in French in every day situations. You may be expected to produce spoken work on tape.
- **Listening:** learning to listen to and understand examples of French text or dialogue read on tape by native French speakers, the teacher or other students.
- **Writing:** building on the other skills by learning to write answers and passages in French.

Throughout the course, time is spent on improving your grammatical skills and increasing your vocabulary.

How is your work assessed?

All four skills (Reading, Listening, Speaking, Writing) are assessed:

- *Reading* and *Listening* are assessed by an external examination, set and marked by the SQA.
- *Writing* is performed internally under controlled conditions but marked externally.
- *Speaking* is assessed in school by the teacher but passed to external examiners for verification.

In the calculation of the overall award, *Speaking* and *Reading* are given twice as much weight as *Writing* and *Listening*.

French: Intermediate 1

This course has reduced grammar content and is designed to help you to build on your foreign language skills in reading, speaking, listening and writing.

The themes of all units are practical and interesting. They are designed to be useful to you when travelling on holiday, or if you should find work in a travel related industry. This course should broaden your horizons by providing insight into the culture and way of life in another country.

Performance in S2 will determine whether this is the appropriate course for you.

Course Outline

The course is made up of three units

Personal and Social Language

This unit focuses on language relating to your personal life and circumstances. Subject areas include

- Lifestyles - self, family, friends, colleagues, home, accommodation, personal belongings, region, amenities.
- education/work - daily routine at work/school/college
- Free time - leisure activities, interests, TV, social events, weather.

Transactional Language

This unit deals with the wider world and includes topics such as

- travel
- accommodation - hotels, hostels, campsites
- shopping - food, drink, numbers, prices
- eating out - restaurant, café.

Language in Work

This unit deals with language needed in work-related circumstances, either in this country or abroad. Topics include -

- working with tourists or visitors from abroad
- office work
- tourist information office
- place of other personal employment

Assessment

The course is assessed by a combination of internal assessment by your teacher (one NAB in each of the four skills - Reading, Listening, Speaking, Writing) and an external examination, set and marked by the SQA.

The Speaking assessment is dual-purpose - it acts as an internal assessment but is moderated by the SQA, with the marks then going towards the final grade.

Writing is a *compulsory* assessable element at Intermediate 1.

French : Access 3

For some pupils, Access 3 is a more suitable course as there is no written assessment.

Performance in S2 will determine whether this is the appropriate course for you.

The course consists of three units:

- **Personal Language:**
Topics covered: Self & Family; Home & Town; Free-time; Education
- **Transactional language:**
Topics covered: Shopping; Eating Out; Travel; Accommodation
- **Language in Work:**
Topics covered: Shops; Café & Restaurant; Hospitality
- It may also be possible to attempt two Units at Intermediate 1 (Personal Language and Transactional Language). This will depend on the progress made by the group and time constraints

Assessment activities in the three skills of reading, listening and speaking take place in class throughout the two years of the course.

There is no final exam.

Subject Group: Language & Communication

Social Subjects Faculty

Religious, Moral and Philosophical Studies: Intermediate 1/2 Units

Why Religious, Moral and Philosophical Studies?

These units give you the opportunity to develop your own personal beliefs and consider many questions of importance in the world today. You are able to extend your knowledge and understanding of religious, moral and philosophical issues so that you can evaluate ideas and express informed opinions.

What does the course involve?

Short Course

- World of Values
Explores issues such as capital punishment, racism and abortion

How is your work assessed?

The short course is assessed internally by the teacher, leading to an SQA unit qualification.

Subject Group: Religious & Moral Education

C
O
M
M
O
N
C
O
R
E

Pastoral Care

Personal and Social Education

Why PSE?

This course centres on you as an individual, and the choices that you will have to make on many issues such as careers, health, life skills, relationships etc. The Personal and Social Education course gives you an opportunity for you to be the focus, and for you to develop responsibility for your choices and actions.

What does the course involve?

There are many fundamental elements of this course e.g. sex education, anti-bullying initiatives, curricular guidance, substance abuse to name but a few. Your Pastoral Care teacher will help you to review your progress, and help you to set targets for yourself.

How is your work assessed?

The outcome for any PSE topic may be different for each individual and will be in response to many factors such as prior knowledge, self esteem, social skills, etc. Therefore formal assessment is not always necessary. The main aim of PSE is to help you develop a well balanced approach to the consideration both of yourself and others.

A decorative border consisting of a grid of small squares, each containing a smaller square in the top-left corner, framing the entire page.

OPTIONS

PART 2

Design Faculty

Art and Design : Standard Grade

Why choose Art and Design?

In Expressive Arts learning to improve your drawing and painting skills and developing a personal style will be important to you. You will enjoy the challenge of experimenting with materials in a variety of original ways. Working in 3D with clay and mod roc and printmaking are also ways of expressing your ideas in Art.

When you look around you, every man-made object that you can see and every product that you buy, from CDs, clothes, shoes, jewellery and accessories to buildings, computer games, skateboards and furniture have all started out as the idea of a designer.

As you can see Art and Design covers many aspects of our everyday lives and entertainment and this course will help you to be able to develop your own creative and design skills and also to be able to appreciate good design and artistic expression.

What does the course involve?

The course is divided into 3 areas.

Expressive Activity- Painting, drawing, printmaking, photography and sculpture (2 units)

Design Activity- Designing and manufacturing a product using the design process. i.e. A ceramic design of graphic Design. (2 units)

Critical Activity- This follows on from your S1 and S2 course where you look at the work of a painter or designer who is working in a similar style to you and make a study of their work. (2 essays)

O
P
T
I
O
N
S

How is your work assessed?

Art and Design is assessed at Foundation, General and Credit Levels.

Expressive assessment takes the form of a 5 hour exam during which you are expected to complete an expressive outcome for which you have prepared a folio of studies and ideas. This can take the form of a painting, a print or a sculpture.

Design assessment is based on a folio of your best work from one design unit showing clearly that you have worked to a design brief, researched a theme or topic, developed a range of ideas and produced a product.

Critical work is assessed on two written pieces of work. One linked to your Design unit and one linked to your Expressive unit

Recommended entry level E or at the discretion of the Principal Teacher - Faculty or Design

***Subject Group: Creative and Aesthetic Activities
Technological Activities and Applications***

BEIT Faculty

Accounting and Finance : Standard Grade

Why Accounting and Finance?

This course provides a range of skills which are useful for all people in the world of work but particularly valuable if you are interested in a career in finance, banking and insurance or if you would like to run your own business. The course is designed to enable you to gain skills and knowledge such as handling and analysing information, problem solving and decision making. Even if you are not planning a career in this field, the course can improve your personal effectiveness by developing your ability to think logically and work accurately. If choosing this course, you should have a liking for numbers, as the work involves calculations and logical thinking. Most jobs nowadays involve "money" aspects whether physically counting it or having to work to a budget. Many pupils never consider Accounting but once they try it, it often opens up career opportunities never considered before.

What does the course involve?

The main aims of the course are:

- to develop a knowledge and understanding of the part played by accounting and finance in our personal and social lives as well as in business
- to develop a broad understanding of how accounting and finance helps industry and commerce

The course provides an introduction to procedures used in accounting and develops the skills required to prepare a variety of accounting statements.

There are three main elements in this course:

- Handling Information
- Knowledge and Understanding
- Practical Abilities

O
P
T
I
O
N
S

Work is done on a variety of tasks which allow you to acquire these skills. Examples of these include -

- preparing a personal cash budget
- recording purchases and sales in a firm's ledger accounts
- preparing a petty cash statement
- sources of finance for individuals, firms and clubs
- checking accounts using Trial Balance and Bank Reconciliation Statement
- calculating a firm's profit and loss
- preparing the accounts of a club such as Oldmeldrum Golf Club
- preparing the balance sheet of a large company
- analysing a firm's financial position and performance using ratios
- carrying out a break even analysis as an aid to decision making

A very large part of the work is very practical using Microsoft Excel spreadsheets as well as the traditional pen and paper approach. Some research on the internet will also be part of the course.

How is your work assessed?

Accounting and Finance is assessed at Foundation, General and Credit levels. Overall, pupils will be awarded grades in each of the following elements:

<i>Element:</i>	<i>Approximate weighting:</i>	<i>Method of Assessment:</i>
Handling Information	<i>one third</i>	external written examination set and marked by the SQA
Knowledge and Understanding	<i>one third</i>	
Practical Abilities	<i>one third</i>	open-book project set by the SQA, undertaken by student in class towards the end of the course

Subject Group: Technological Activities & Applications

Get to Work with Office Technology: Intermediate 1/2

Why Office Technology?

The modern office relies on staff who are multi-skilled and able to make decisions of real value to their organisation based on well-presented information: from typed letters through to presentations, prepared financial documents and reports. This series of units provides a practical insight into the use and application of modern office information technology to prepare information.

What does the course involve?

This course offers a series of *optional units* and students will be encouraged to attempt these at a level appropriate to them:

<i>Level</i>	<i>Unit Title</i>	<i>Content</i>
Access	Using a keyboard	<ul style="list-style-type: none"> Follow instructions to key in text Check for accuracy / error-free work
	Using a Computer in Business	<ul style="list-style-type: none"> Identify, describe and use a variety of common business programs Input, edit, save and print data Identify equipment used in a computer system Demonstrate good working practices
Intermediate 1	Word Processing	<ul style="list-style-type: none"> Produce business correspondence such as business letters, notices and memos
	<i>Information Technology for Administrators</i>	<ul style="list-style-type: none"> <i>Create spreadsheets</i> <i>Create databases</i> <i>Create word processed documents that integrate data from spreadsheets and/or databases</i>
	<i>Presenting and Communicating Information Intermediate 1 & 2</i>	<ul style="list-style-type: none"> <i>Use the internet to search for and extract information</i> <i>Use ICT to present and communicate information including Email and Ediary</i> <i>Use presentation software to present and communicate information</i>
	<i>Administrative Services</i>	<ul style="list-style-type: none"> <i>Duties, qualities and skills of an admin assistant</i> <i>Working environment of the admin assistant</i> <i>Admin tasks carried out by a junior admin assistant</i> <i>Use and features of the internet and office technologies</i>
		<p>If a student completes all three units then they would be eligible to be presented for an overall course award in Administration at Int 1. In addition to the internal assessment they would sit a final examination as part of the main SQA diet of exams</p>

O
P
T
H
O
N
S

<i>Level</i>	<i>Unit Title</i>	<i>Content</i>
Intermediate 2	Word Processing	<ul style="list-style-type: none"> • Produce tabulated statements • Produce more complex business correspondence • Recall and edit more complex text • Produce mailable work under timed conditions
	<i>Information Technology for Administrators</i>	<ul style="list-style-type: none"> • <i>Use spreadsheets to solve business problems</i> • <i>Use flat databases to solve business problems</i> • <i>Use a word processing document to present a solution to a business problem</i>
	<i>Presenting and Communicating Information</i>	<ul style="list-style-type: none"> • <i>Use the internet to search for and extract information for a given purpose</i> • <i>Use ICT to present and communicate more complex information</i>
	<i>Administrative Services</i>	<ul style="list-style-type: none"> • <i>Factors contributing to effective organisations</i> • <i>Working environment of an administrative assistant</i> • <i>Role and tasks of functional departments</i> • <i>Use of internet and office technologies</i> • <i>Arrangements for business travel and accommodation</i>

If a student completes all three units then they would be eligible to be presented for an overall course award in Administration at Int 1. In addition to the internal assessment they would sit a final examination as part of the main SQA diet of exams

The units can be studied individually and students can accumulate a series of skills and build on these to increasing degrees.

NB: Three units from the above (displayed in bold and italics) can be studied as a cohesive group and if the student is successful in all three they would be eligible to sit an external course assessment at Intermediate 1 or 2 and therefore gain an overall course award in Administration.

These standalone units give you in-depth knowledge of computer software such as word processing, spreadsheets, presentation software, email and more which could equip you to play an active, appreciated role at work, secure in the knowledge that your skills will transfer across organisations and industries.

Most of the time will be "hands-on" at your own computer. Independent learning methods will be used to allow you to progress at your own pace. As well as providing self-instruction workbooks with a series of tasks, you will be encouraged to use the on-line tutorials and on-line help from within the software.

How is your work assessed?

To pass the units, you must complete and gain a pass in the Internal Assessments.

If you want to aim for an overall course award in Administration you must pass the three identified units and an external assessment set and marked by the SQA.

Business Management : Intermediate 1\2

Why Business Management?

This course enables you to understand the role and operation of Business and Enterprise, which lies at the heart of national growth and development, and which currently features in the Government's National Priorities for Education. The course should develop your problem solving skills and improve your personal effectiveness as an individual employee or as a team member through the participation in, and running of, a mini-company. You will also learn how to communicate business related information and use ICT in business contexts.

It is an excellent subject to choose if you see your career being in the business world, but is also of general interest, as it deals with many issues which we all encounter in our every day lives and, as such, makes a useful contribution to your general education and personal development.

What does the course involve?

Examples of what you will learn about:

Business Enterprise	<ul style="list-style-type: none">◆ Role of business in society◆ Types of business organisation (for example, sole trader, partnership, public limited company, charity)◆ Methods of obtaining finance◆ Business objectives◆ Role of the entrepreneur◆ Influence of stakeholders on the business◆ Changes in the business world (the need to ensure survival, the increasing significance of multinationals and the importance of small firms)
---------------------	--

O
P
T
I
O
N
S

<p>Business Decision Areas</p>	<ul style="list-style-type: none"> ◆ Marketing: purpose of marketing, importance of marketing (profitability, survival, growth), importance of marketing mix (product, price, place, promotion), role and importance of market research ◆ Operations Management: role of operations, activities undertaken (purchasing, automation, labour requirements, quality assurance, stock control, production planning), types of operations (job, batch, flow) ◆ Financial Management: financial information (awareness of Trading, Profit and Loss, Balance Sheet, Cash Flow), role of Finance Department (provide financial information, payment of wages and salaries) ◆ Human Resource Management: role of, activities undertaken (recruitment, selection, training and development), terms and conditions of employment, employee relations
<p>Business Information and ICT</p>	<ul style="list-style-type: none"> ◆ Sources of information (internal, external, primary, secondary) ◆ Types of information (written, oral, pictorial, graphical, numerical) ◆ Uses of information (monitoring and controlling) ◆ Users of ICT (managers, owners, creditors, employees, members of public) ◆ Uses of ICT (to provide information, communications, maintenance of records) ◆ Benefits and costs of ICT (speed, flexibility, training, financial) ◆ Use of business software (word processing, spreadsheets, databases, presentation software)

The course will make significant use of ICT, putting into practice the use of word processing, spreadsheet, graphics etc as appropriate to the unit of study.

You will also undertake mini case studies of "life like" businesses where you will recommend decisions that should make or "trouble shoot" some of their challenges or problems.

How is your work assessed?

To pass the course, you must complete and gain a pass in both the Internal and External Assessments.

External Assessment	Examination set and marked by the SQA	
Internal Assessment (chosen from a bank of national assessments set by the SQA)	Business Enterprise - one assessment Business Decision Areas - one assessment Business Information and ICT - one assessment	All internal assessments are marked by the class teacher and moderated by the SQA

Mode: Technological Activities and Applications

*Subject Group: Social and Environmental Studies
Technological Activities & Applications*

O
P
T
I
O
N
S

Computing Studies : Standard Grade

Why Computing Studies?

This course is designed to enable you to acquire the computer-related knowledge and skills you require to participate in a modern technological society. The course is largely practical and will improve and test your knowledge and understanding and problem solving skills. The course is aimed at all pupils who have an interest in or a requirement for modern information and communications skills. There is no need to have a computer at home!!

What does the course involve?

This course has 3 main areas:

1. **Computer Applications.** There are **4 areas** within this:
 - **General Purpose Packages** - how computers can be used to input, process, store and transfer information. Pupils will develop practical skills in Word Processing, Graphics, Databases, Spreadsheets, Desktop publishing, Presentation, Multimedia and Web page creation. They will acquire knowledge and understanding of how these productivity tools can be used to their advantage in business and personal situations.
 - **Commercial Data Processing** - how large companies (for example supermarkets, banks, airlines) and other organisations (including the school) use computers to handle quickly the thousands of tasks that may be happening all at the one time in their business. The various technologies used in business situations, including e-commerce, will be discussed along with the legal aspects of computing in this area.
 - **Industrial Applications** - computer systems are a major part of all modern factories and warehouses. Pupils will be taught how computers are used in control, design and simulation, Computer Aided Design and Manufacture and Robotics.
 - **Communications and Networks** - the study of electronic communication, networks and the Internet. Pupils will access and learn about a number of internet services including the World Wide Web, file transfer and streaming multimedia. They will also be given training on how to make effective use of the internet and on netiquette (how to behave online).

2. **Computer Programming** - learning how to give instructions to the computer, in a way that it will understand (a program), so that it will do what you want it to do. Pupils will learn how to do this using Visual Basic programming software. Programming is assessed only through class work and does not form part of the final exam.
3. **Computer Systems** - this is an in-depth look at the hardware and software components of computer systems. Pupils will gain knowledge and understanding of the terminology associated with computer systems such as processors, memory, DVD and CD writers, USB memory sticks, graphics cards etc. They will gain practical skills in building their own PC, using digital cameras (still and video), scanners, graphics tablets etc.

Most of the time pupils will be "hands-on" with each pupil having their own computer. Independent learning methods are used to allow each pupil to progress at their own pace. As well as providing self-instruction workbooks with a series of tasks, pupils are trained to use the on-line tutorials and on-line help from within the software.

How is your work assessed?

Computing Studies is assessed at Foundation, General and Credit levels.

Knowledge and Understanding and Problem Solving will be assessed by a written examination, set and marked by the SQA.

One Project, 2 General Purpose Packages and 2 Programming Coursework Assessments are used to determine a grade for Practical Abilities which counts as 40% of the Overall Grade.

Subject Group: *Technological Activities & Applications*

Design Faculty

Craft and Design : Standard Grade

Why Craft and Design?

A course in Craft and Design will help you develop creative, practical and organisational skills which you can use in a wide range of careers. These skills are also useful for doing work around the house and for hobbies. You have the scope for original work in this course and have the opportunity to work with a variety of tools and materials.

What does the course involve?

The main areas of study are :

- Design - both free hand and computer aided.
- Craft skills - working with Wood, Metal and Plastic.
- Knowledge and Understanding - of related Tools, Materials and Processes.

The main aim of the course is to develop your ability to solve practical problems using the Design Process. Tasks involved in this process are :

- Identifying the problem
- Investigating exactly what the intended product should be
- Deciding on suitable materials and methods of manufacture
- Developing ideas for the design
- Manufacturing the developed idea
- Evaluating the finished product

How is your work assessed?

Craft and Design is assessed at Foundation, General and Credit levels

There are three areas that you are assessed in,

- Knowledge and Understanding - assessed by an external exam, set and marked by the SQA.
- Designing - a design folio assessed by the teacher in school.
- Practical Abilities - assessed by the teacher in school.

***Subject Group: Creative and Aesthetic Activities
Technological Activities and Applications***

Graphic Communication : Standard Grade

Why Graphic Communication?

Everyday we are surrounded by graphics of all types, each giving us different kinds of messages and information. They appear, for example, in books, newspapers, magazines, advertisements, on television and product packaging. Graphics convey information clearly and there is no problem of language creating difficulties for the reader. The course covers different aspects of graphics including computer work and drawing in many forms. It is useful if you are interested in a career in Architecture, Surveying, Engineering or Design and Marketing.

What does the course involve?

The main areas of study are :

Knowledge and Understanding

- learning about drawing conventions, symbols, techniques and computer aspects.
- finding out how to interpret charts, diagrams and detailed drawings.

Drawing Ability - developing good sketching and drawing skills through formal drawing board work and computer aided drawing, working to British Standards. You will gain 'hands on' experience of computers and Computer Aided Drawing (CAD) software.

Illustration and Presentation - using the knowledge and skills gained from the course you will build up a folio of work which will include, Graphs and Charts, Rendered drawings (using marker pens, pencil and pastels), Computer Aided Drawing, Computer Graphics and Desk Top Publishing.

How is your work assessed?

Graphic Communication is assessed at Foundation, General and Credit levels.

Knowledge and Interpretation and Drawing Abilities are assessed by an external examination, set and marked by the SQA.

Illustration and Presentation Skills are assessed by the teacher, based upon the folio work produced. This is externally verified by the SQA.

***Subject Group: Creative and Aesthetic Activities
Technological Activities and Applications***

Enterprise Through Craft (Access 3)

Why Enterprise Through Craft?

This is a practical based course which covers many skills which are appropriate to a wide range of work environments, including the construction industry. Through the three units of work which you will study. Enterprise is also developed, through the creation and production of a project.

What does the course involve?

There are three units in the course -

Introduction to working with tools:

In this unit you will learn to

- Recognise and use a range of common hand tools.
- Care, store and recognise common malfunctions of hand tools.
- Use a range of hand tools appropriately and safely.

Practical Craft Skills

In this unit you will learn to

- Identify the materials suitable for the projects to be manufactured.
- Prepare materials and manufacture a range of projects.
- Describe the Health and safety procedures associated with each project
- Evaluate the final projects.

Craftwork Enterprise

In this unit you will learn to

- Plan the process of manufacturing a product.
- Work as part of a team in manufacture of a marketable product.
- Perform individual tasks as part of a team engaged in selling the product they have manufactured.

How is your work assessed?

All work is internally assessed and can be externally verified by the SQA. Pupils will be continually assessed in what they do throughout the whole course. They will be observed on their practical work as well as having to do some short written/oral assessments.

*Subject Group: Creative and Aesthetic Activities
Technological Activities and Applications*

Health Faculty

Home Economics : Standard Grade

Why Home Economics?

Standard Grade Home Economics is a course, which gives pupils the opportunity to gain both knowledge and practical skills, which are required to make reasoned and informed decisions in today's society. The course also helps meet entry requirements and is relevant for courses such as catering and hospitality, nursing, dietetics, child care and teaching.

What does the Course involve?

- **Nutrition and current dietary advice**
Looking at the nutrient content of foods, learning how to choose foods for people with specific dietary needs. You will also learn to analyse meals for their nutrient content.
- **Food safety and hygiene**
There are many current issues, relating to food poisoning, that we need to have an awareness of when dealing with food. The course looks at the causes of food spoilage and conditions for bacterial growth as well as hazard controls in the food industry.
- **Design/ features of products**
When choosing and buying products we should look at the design. The course allows pupils to compare products by their construction, performance, durability and their appearance eg: microwaves, jackets, food packaging.
- **Physical needs of individuals/ families**
The course looks at different individuals and how each of them have different needs eg: choosing clothing for a toddler, places to go for consumer advice.
- **Money management/ budgeting**
Understanding the methods of payment is important to avoid debt. The course looks at the many ways to pay for goods and services and how to avoid debt.

How is your work assessed?

Pupils are assessed in 3 elements through Foundation, General & Credit:

1. Knowledge and Understanding (25%)	Both assessed in an SQA exam
2. Handling Information (25%)	
3. Practical and Organisational Skills (50%)	Assessed within school, moderated by SQA

O
P
T
I
O
N
S

Practical and Organisation Skills

You will carry out various practical activities each week building on previous skills to produce more complex dishes. You will become more responsible for the organisation planning and evaluating of practical tasks.

Practical cooking is an integral part of this course. Pupils opting for the course must provide:

- *Payment for ingredients and containers - £30 per year.*

*Subject Group: Creative and Aesthetic Activities
Technological Activities and Applications*

Hospitality: Intermediate 1

Why Hospitality?

This course is suitable for pupils with a genuine interest in Practical Cookery and the food industry and aims to develop the pupils' practical cookery skills and knowledge of hygiene practices.

It will enable them to:

- Develop an understanding of hygienic food handling
- Develop their skills in food preparation techniques and cooking techniques

Course Content

The course will cover 4 units over 2 years:

- **Food Hygiene for the Hospitality Industry (Providing REHIS Elementary Food Hygiene certificate at Int1 level)**
- **Hospitality: Organisation of Practical Skills**
- **Food Preparation Techniques: An Introduction**
- **Cookery Processes: An Introduction**

How is your work assessed?

There are written and practical assessments throughout the units. To gain a course award the student must pass all internal unit assessments (NABs) as well as the external SQA assessment.

The External Assessment is a practical cookery assignment which involves cooking a 2 course meal.

Practical cooking is an integral part of this course. Pupils opting for the course must provide:

- ***Payment for ingredients and containers - £60 per year.***

A high standard of hygiene is expected in this unit as pupils are being taught how to prepare and cook for others. Pupils will be provided with a hat that they must wear each practical lesson and must follow all other department hygiene procedures.

***Subject Group: Creative and Aesthetic Activities
Technological Activities and Applications***

Physical Education: Intermediate 1/2

Why Intermediate 1/2 Physical Education?

Intermediate 1/2 PE is useful if you are considering further education or a career in the sport/leisure industry. It is all about improving your performance. You will develop knowledge and understanding that you will be able to apply in order to improve your overall performance in a range of activities. 2 periods a week are practical and the third is classroom based. This means you will acquire much of your knowledge and understanding through participating in the activities.

Pupils will be presented at either Intermediate 1 or Intermediate 2 depending on the level of their coursework and their performance in the internal assessment (NAB).

What does the course involve?

Course Outline

The course consists of two units which are not taught separately, but in an integrated way.

Physical Education: Performance

This unit is designed to improve your skills and techniques in a variety of activities. The choice of activities will be decided in consultation with the teacher but may include basketball, football, badminton, gymnastics and hockey.

Physical Education: Analysis and Development of Performance

This unit requires you to gain knowledge in three areas of study so you can observe and analyse your performance in order plan to improve it:

This unit is sub-divided into three areas and you will study each through a different sport.

- Skills and Technique - how you learn and develop skills to improve performance
- Structures, strategies and composition - how you employ tactics to improve performance
- Preparation of the body - aspects of fitness and how they can be improved to enhance performance.

Assessment

The course is assessed by a combination of internal assessment by the teacher (practical grade) and external assessment of a Question Paper (written exam).

You are assessed in each of the units separately and your final mark is based on the weighting: Practical performance - 50%, analysis of performance - 50%.

Subject Group: Creative and Aesthetic Activities Physical Activities

O
P
T
H
O
N
S

Modern Languages Faculty

Spanish (second foreign language): Standard Grade/Intermediate 1

Why Spanish?

The ability to speak other languages is important in many areas of business and commerce. Since the opening of the Single European Market in 1992, trade barriers have been removed and many companies now operate in several European countries. As a result, employers are often looking for people who can speak more than one language. Languages other than English are increasingly being used on the Internet and knowing other language can open up lots of new possibilities.

You will find Spanish a very useful language when travelling abroad as it is widely spoken in Europe and South America.

Standard Grade: Course Outline

There are four main elements in this course -

- *Reading:* developing the ability to read Spanish text through a variety of exercises, such as reading signs, notices, magazine articles, advertisements, plays and texts.
- *Speaking:* learning to communicate in Spanish in every day situations. You may be expected to produce spoken work on tape.
- *Listening:* learning to listen to and understand examples of Spanish text or dialogue read on tape by native Spanish speakers, the teacher or other students.
- *Writing:* building on the other skills by learning to write answers and passages in Spanish

Throughout the course, time is spent on improving your grammatical skills and increasing your vocabulary.

How is your work assessed?

At Standard Grade, Spanish is offered at Credit/General level only. All four skills (Reading, Writing, Listening and Speaking) are assessed:

- *Reading* and *Listening* are assessed by an external examination, set and marked by the SQA.
- *Writing* is performed internally marked externally.
- *Speaking* is assessed in school by the teacher but passed to external examiners for verification.

In the calculation of the overall award, *Speaking* and *Reading* are given twice as much weight as *Writing* and *Listening*.

Intermediate 1: Course Outline

For those pupils for whom a more practical, less grammar-based course is more suitable, Intermediate 1 Spanish is also offered.

The themes of all units are practical and interesting. They are designed to be useful to you when travelling on holiday, or if you should find work in a travel related industry. This course should broaden your horizons by providing insight into the culture and way of life in another country.

The course is made up of three units

Personal and Social Language

This unit focuses on language relating to your personal life and circumstances. Subject areas include

- lifestyles - self, family, friends, colleagues, home, accommodation, personal belongings, region, amenities.
- education/work - daily routine at work/school/college
- free time - leisure activities, interests, TV, social events, weather.

Transactional Language

This unit deals with the wider world and includes topics such as

- travel
- accommodation - hotels, hostels , campsites
- shopping - food, drink, numbers, prices
- eating out - restaurant, café.

Language in Work

This unit deals with language needed in work-related circumstances, either in this country or abroad. Topics include -

- working with tourists or visitors from abroad
- office work
- tourist information office
- place of other personal employment

Assessment

The course is assessed by a combination of internal assessment by your teacher (one NAB in each of the four skills - Reading, Listening, Speaking, Writing) and an external examination, set and marked by the SQA.

The Speaking assessment is dual-purpose - it acts as an internal assessment but is moderated by the SQA, with the marks then going towards the final grade.

Performing Arts Faculty

Drama : Standard Grade

Why Drama?

Drama at Standard Grade aims at developing your personal and social skills through a wide range of dramatic exercises, performances and character studies. Not only will you explore different situations to your own and different identities but you will also strengthen your language and movement skills. Key strengths that you will take from your Drama standard grade are: Group Working; Communication skills; and Creativity. In this way Drama is ideal for anyone interested in careers relying on cooperative working; expression and communication industries such as the media and teaching; and of course film, television and the theatre.

Building on your S1 & S2 course, Drama at Standard Grade involves improvisation, mime, movement, script interpretation and performance. However with more time in the studio and theatre spaces you will begin studying detailed technical skills such as lighting, sound, make-up and costume design, alongside rigorous acting experience and training as a director.

Watching live performances is an important part of Standard Grade Drama and you will visit a number of large scale and medium scale theatre productions. The evaluations that you will create on these performances will be training for critical thinking and analysis skills useful for Higher Drama amongst others, as well as such careers as law where powers of analysis are essential.

What does the course involve?

There are three main elements in the course:

- *Creating - creating drama pieces, developing roles, using drama resources*
- *Presenting - presenting drama pieces to an audience and evaluating presentations*
- *Knowledge and Understanding - learning about drama and theatre through different tasks throughout the course*

How is your work assessed?

Drama is assessed at Foundation, General and Credit levels.

- *Creating and Presenting* are assessed in school by the teacher.
- *Knowledge and Understanding* are assessed by an external examination set and marked by the SQA.

Subject Group: Creative and Aesthetic Activities

O
P
T
I
O
N
S

Music : Standard Grade

Why Music?

The course is designed to build on the skills and knowledge gained in S1/2 and to prepare you for certification in the subject at the end of S4. It also provides interesting and enjoyable work which allows individual talents to be developed. Music is a valuable and important part of our culture and can bring you great pleasure throughout your life. Learning to play an instrument greatly adds to your appreciation of music.

Music can be useful in many career areas.

What does the course involve?

There are three main elements in this course -

- Performing
- Inventing
- Listening

Performing

For this element of the course you are required to play **two** instruments - one in solo and the other group and/or solo performance. Your choice of instruments will be discussed and negotiated with your teacher. If you already play an instrument, then this is the obvious choice for your solo or first instrument.

Your second instrument is assessed by your teacher and recorded on CD throughout S3/4. Solo performing on your first instrument is assessed by a visiting examiner in February/March of S4.

The instruments can be chosen from the following categories:

- Accordion
- Bagpipes
- Brass
- Snare drum / drum kit / timpani
- Tuned percussion
- Guitar / bass guitar
- Harp (including Clarsach)
- Keyboard (including piano)
- Strings (including fiddle)
- Voice
- Woodwind (including recorder)

Please note that instrumental tuition with an Instructor in school is not guaranteed when you take Standard Grade Music.

Pupils who received instrumental tuition in S1/2 will normally continue with tuition in S3/4. Tuition is free for pupils taking Standard Grade Music.

Inventing

This element of the course means you will make up your own music.

There are three types of invention you will cover:

- | | |
|-------------|--|
| Composition | - making up your own music |
| Arranging | - taking a song or tune and re-writing it for a small group of instruments |
| Improvising | - making up music during the performance |

Listening

Listening is an activity which takes place in all areas of music. Through practical music making and listening to both live and recorded music, you will become familiar with a wide variety of musical concepts.

How is your work assessed?

Assessment for Inventing is done by your teacher, based on a folio of evidence (scores and recordings) compiled throughout S3/4.

Assessment for Listening is by an external examination set and marked by the SQA at the end of S4. You will sit the paper at F/G or G/C.

For some pupils it may be appropriate to sit one or more extra units at Intermediate 1 or Intermediate 2 as a form of extension work.

***Subject Group: Creative and Aesthetic Activities
Technological Activities and Applications***

Science Faculty

Biology : Intermediate 2

Why Biology?

The 21st century offers many biological challenges. New knowledge in areas such as genetics, molecular biology and the environment have effects on human society and the environment all over the planet. Studying biology gives you the skills and opportunities to help improve human knowledge and understanding in today's world, and encourages positive attitudes to others and the environment. It therefore makes a very useful contribution to your general education and personal development. This challenging course in Biology will provide a broad knowledge base and practical skills that can be very useful for a wide range of careers or allow you to move on to a higher level of study.

What does the course involve?

The course consists of three units of work:

Living Cells

This unit involves the study of

- structure and function of cells
- diffusion and osmosis in plant and animal cells
- enzyme action
- aerobic and anaerobic respiration
- photosynthesis

Environmental Biology and Genetics

This unit involves the study of

- ecosystems and aspects of environmental biology including fieldwork.
- factors affecting variety in species including reproduction, genetics, genetic engineering etc.

Animal Physiology

This unit involves the study of

- mammalian nutrition
- control of the internal environment
- circulation of blood and gas exchange in lungs and body tissues
- sensory mechanisms and processing of information.

How is your work assessed?

The course is assessed by a combination of internal assessment by the teacher and an external examination, set and marked by the SQA.

Subject Group: Scientific Studies and Applications

Biology : Intermediate 1* / Access 3

Why Biology?

In this broad based course you will learn the relevance of Biology to health, industry and the environment. You will find out how your body works and how to keep healthy. The course also deals with the importance of Biology in the production of many foods and examines some of the environmental problems that we face today. Working in the laboratory and using modern technology, you will learn a range of practical and problem solving skills.

What does the course consist of:

The course consists of three units of work -

Health and Technology

This unit is centred on the theme - *Healthy heart, healthy lungs, healthy body.*

It includes a variety of activities such as:

- carrying out measurements such as pulse rate and body temperature
- examining the meaning of physical, mental and social health.
- learning about the relationship between various aspects of technology and health
- considering important health issues such as fitness and diet

Biotechnological Industries

This unit examines how Biology applies to various industries. The value, use and effect on the environment of each industry is considered. Industries studied include -

- dairy industries such as milk, yoghurt and cheese
- detergent industries such as biological powders and liquids
- yeast based industries such as beer and bread
- pharmaceutical industries such as antibiotics, insulin and vaccines.

Growing Plants

In this unit various aspects of plant growth are studied including -

- seed biology - growing plants from seeds
- vegetative propagation
- plant production

How is your work assessed?**Intermediate 1**

This course is assessed by a combination of internal assessment by the teacher and an external examination set and marked by the SQA.

Access 3

The course is assessed in school by the teacher in accordance with SQA guidelines.

** The courses which will run will be dependent on the outcome of pupil choices. You and your parents will be kept fully informed if this affects your choice during the option process.*

Subject Group: Scientific Studies and Applications

Chemistry : Standard Grade

Why Chemistry?

This course provides you with insight into the many aspects of Chemistry in our everyday lives. You will learn about many materials we use regularly such as fuels, metals and plastics and how raw materials are manufactured and refined to meet our needs. You will also gain understanding of the nature of chemical reactions which shape the world we live in. If studied in addition to units from other science areas, it forms part of a broad knowledge base which may be useful for career purposes or allow you to move on to a higher level of study.

What does the course involve?

The course is divided into 15 topics:

1. Introducing chemistry
2. The speed of reactions
3. Atoms and the periodic table
4. How atoms combine
5. Fuels
6. Hydrocarbons
7. Properties of substances
8. Acids and Alkalis
9. Reactions of acids
10. Making electricity
11. Metals
12. Corrosion
13. Plastics
14. Fertilisers
15. Carbohydrates and alcohols

How is your work assessed?

The course is assessed in 3 areas

- i) Knowledge and Understanding (KU)
- ii) Problem solving (PS)
- iii) Practical abilities (PA)

Both KU and PS are assessed at the end of S4 by external examination set and marked by the SQA. Both contribute 40% towards the final mark.

Practical Assignments are assessed internally over the duration of the course and takes the shape of several small practical activities and two extended investigations. They contribute 20% towards the final mark.

Pupils will be awarded grades in each of the three areas highlighted above. These grades will then make up an overall grade which will be awarded for the course.

Subject Group: Scientific Studies and Applications

O
P
T
I
O
N
S

Chemistry : Intermediate 1*/Access 3

Why Chemistry?

This course provides you with insight into the many aspects of Chemistry in our everyday lives. For example you will learn about many materials we use regularly such as plastics and metals and find out about the role of Chemistry in our diet. If studied in addition to units from other science areas, it forms part of a broad knowledge base which may be useful for career purposes or allow you to move on to a higher level of study.

What does the course involve?

The course develops the skills of knowledge and understanding, problem solving and practical abilities in three units -

Chemistry in Action

- substances
- chemical reactions
- bonding
- acids and alkalis

Everyday Chemistry

- metals
- personal needs
- fuels
- plastics

Chemistry and Life

- photosynthesis and respiration
- the effects of Chemistry on the growth of plants
- food and diet
- drugs.

How is your work assessed?

Intermediate 1

This course is assessed by a combination of internal assessment by the teacher and an external examination set and marked by the SQA.

O
P
T
H
O
N
S

Access 3

The course is assessed in school by the teacher in accordance with SQA guidelines.

** The courses which will run will be dependent on the outcome of pupil choices. You and your parents will be kept fully informed if this affects your choice during the option process*

Subject Group: Scientific Studies and Applications

O
P
T
I
O
N
S

Physics : Standard Grade

Why Physics?

Physics makes you use your imagination and helps you to understand how and why things work. The course is designed to show the importance of Physics in our everyday lives. Many things we depend on, such as transport, communications, energy production and modern technology in medicine are based on Physics applications. Standard Grade will examine many of the applications of the laws of Physics in a modern society.

What does the course involve?

The course consists of the following Units:

- *Using Electricity*
- *Telecommunications*
- *Transport*
- *Energy Matters*
- *Health Physics*
- *Electronics*
- *Space Physics*

You will be involved in a variety of activities which show you how Physics applies to real life. This leads to learning some of the important principles of Physics. You will develop practical abilities, working on your own and with others. This involves planning and carrying out investigations which lead to the solution of practical problems.

There will be frequent opportunity to develop and improve problem solving and numeracy skills. Homework is designed and set to consolidate the knowledge gained in class.

How is your work assessed?

Physics is assessed only at Credit and General levels.

- *Knowledge and Understanding* and *Problem Solving* are assessed by an external examination set and marked by the SQA.
- *Practical Abilities* are assessed in school by the teacher.

***Subject Group: Scientific Studies and Applications
Technological Activities and Applications***

Physics : Intermediate 1*/Access 3

Why Physics?

Our present day society is increasingly dependent on science and technology. This course is designed to help you understand some of the Physics principles behind many things that we use every day, such as television and electricity. You will learn to investigate scientific questions and develop skills in making decisions based on information and reasoning.

What does the course involve?

The course is made up of six compulsory units

Telecommunications

- radio
- television
- satellites
- optical fibres
- telephone

Practical Electricity

- electrical circuits
- resistance
- mains electricity

Radiations

- light
- x-rays
- gamma rays
- infrared and ultraviolet

Sound and Music

- sound waves
- speed of sound
- using sound
- amplified sound

Movement

- forces
- speed and acceleration
- moving bodies

Electronic

- input, process and output
- digital logic gates

How is your work assessed?

Intermediate 1

The course is assessed by a combination of internal assessment by the teacher and an examination set and marked by the SQA.

Access 3

The course is assessed in school by the teacher in accordance with SQA guidelines.

The courses which will run will be dependent on the outcome of pupil choices. You and your parents will be kept fully informed if this affects your choice during the option process

*Subject Group: Scientific Studies and Applications
Technological Activities and Applications*

O
P
T
H
O
N
S

Social Subjects Faculty

Geography : Standard Grade

Why Geography?

In studying Geography you learn how human beings deal with the surroundings in which they live in different parts of the world.

The course provides you with valuable general knowledge and helps to prepare you for work and continued education. The skills and knowledge which you gain will help you to understand many issues of importance in the world today and to form your own opinions about them.

What does the course involve?

There are three main areas of study:

- *The Physical Environment* - topics such as weather, climate, landscape and conservation.
- *The Human Environment* - ranging from farming systems to settlement to industrial change.
- *International Issues* - including international relations, population change, trade and aid.

You will work on your own and with others to investigate and draw conclusions about today's world.

Out of class activities (Fieldwork) are part of this course.

Themes and issues are explained by using examples from Scotland, the United Kingdom, Western Europe and selected areas from the rest of the world.

How is your work assessed?

Geography is assessed at Foundation, General and Credit levels.

- All elements - *Knowledge and Understanding* and *Enquiry Skills* are assessed by an external examination, set and marked by the SQA.

Subject Group: Social and Environmental Studies

History : Standard Grade

Why History?

History is the study of past events and societies. As well as giving you useful general knowledge about the past, History helps you to understand the world we live in now and form opinions about issues you read about in newspapers or see on television.

What does the course involve?

The course is made up of three main units:

- *Changing Life in Scotland and Britain* - social, economic and political developments in the period - 1830s -1930s
- *International Co-operation and Conflict* - relationships between countries in the period - 1890s -1920s with the main focus being WW1
- *People and Power* - Struggles for power within - Germany 1918 - 1939

You will learn how to use a variety of information resources such as libraries, documents, photographs, early maps and computer databases.

By studying evidence from the chosen period, you will develop understanding of the problems of the time and be able to discuss and debate the issues.

How is your work assessed?

History is assessed at Foundation, General and Credit levels.

- All elements - *Knowledge and Understanding* and *Enquiry Skills* are assessed by an external examination, set and marked by the SQA.

Subject Group: Social & Environmental Studies

Modern Studies : Standard Grade

Why Modern Studies?

Modern Studies is a subject that provides you with a great deal of useful general knowledge. It gives you understanding of events and situations in Britain and the world today. The course helps you to examine evidence, debate issues and form your own opinions. These are skills that will be useful in many aspects of your life.

What does the course involve?

The course is made up of four main Units:

- *Living in a Democracy - the UK* - representation and participation, central and local government and trade unions.
- *Changing Society - the UK* - issues such as employment and unemployment, the elderly and the changing structure of families
- *Ideologies* - different cultures and the ways of life in the USA
- *International Relations* - topics such as NATO, the UN and the European Union, as well as the politics of aid to developing countries

As the course progresses, you will develop the ability to detect bias and exaggeration, make comparisons, draw conclusions and argue a point of view. You learn how newspapers, television and radio can influence public opinion and how modern technology is affecting peoples' lives.

How is your work assessed?

Modern Studies is assessed at Foundation, General and Credit levels.

- All elements - *Knowledge and Understanding* and *Enquiry Skills* are assessed by an external examination, set and marked by the SQA.

Subject Group: Social & Environmental Studies

Religious, Moral and Philosophical Studies : Intermediate 1/ 2

Why Religious, Moral and Philosophical Studies?

This course gives you the opportunity to investigate the nature and scope of religion and morality and consider philosophical viewpoints on religious and other stances for living in the modern world. It helps you to reflect on your own life experiences and develop your personal beliefs and values. In addition, you will acquire knowledge and understanding of a wide range of issues and gain the ability to express your opinions and give informed comment.

What does the course involve?

Unit 1: World Religion Islam

This unit looks at the teaching and practice of Islam based on the Muslim ideas of:

- The Human Condition: What is wrong with the world and human life?
- The Goals: What should life be like? Where would we like to end up?
- The Means: How can we fix it? How can we get there?

Unit 2: Morality in the Modern World

In this Unit candidates develop the knowledge and skills necessary to understand contemporary moral issues and some of the reasons for differences of opinion on moral issues. Knowledge and skills are developed by investigating two specific moral issues. One viewpoint guided by religious belief and one secular viewpoint must be studied.

Global Issues

- Global distribution of wealth and resources
- Global warming

Unit 3: The Existence of God

In this Unit candidates develop the knowledge and skills necessary to understand religious beliefs and classical philosophical arguments which are relevant to the existence and nature of God. Knowledge and skills are developed through an investigation of the First Cause and Design arguments for God's existence and the Freewill Defence in relation to the Problem of Evil. Objections to these arguments and replies to these objections are also studied.

Assessment

There will be at least one internal unit assessment (NAB) for each unit
There will be an external SQA exam on all units at the end of the course.

A decorative border consisting of small, black-outlined squares arranged in a rectangular frame around the page. The squares are evenly spaced and form a continuous line.

ELECTIVES

PART 3

Computers and the Internet : Intermediate 1/2

There are 2 components to this course: The Internet and Web Design.

Why Computers and the Internet?

Developments in communications technologies and the Internet have ensured that information is widely accessible. Such developments are themselves generating demand for further access to information. This has led to the development of an e-culture relying on information systems. You will learn about the Software Development Process (using both Microsoft FrontPage and HTML) and create your own web pages simultaneously. These web pages will have full multimedia and will give you a full experience, not only in the creation of the web pages themselves, but in their maintenance also. The content of this course would be of interest to all pupils and in particular to those of you who intend to choose Standard Grade Computing Studies - Computers and the Internet is a good addition to this course.

What Computers and the Internet the course involve?

The course will allow you to focus on the specific aspect of information systems known as the Internet. You will learn about:

- The use of the Internet in business, education and personal contexts
- Internet services and protocols: World Wide Web, file transfer, email, chat, instant messaging and newsgroups
- The technical concepts in relation to Internet operation and usage, eg hosting, packets, addresses, routing and bandwidth
- The social, ethical and legal implications of Internet usage (including censorship and privacy)
- The features and uses of Internet advanced search services
- The need for and use of virus detection
- Internet developments: communications hardware, browsing software, security software

How is your course assessed?

You must complete the unit of work and pass the end of unit assessment (NAB) for Computers and the Internet. The internal assessment takes the form of a timed, closed book "exam", normally supervised and assessed by your teacher according to set guidelines from SQA.

Creative Design

Why choose to do this course?

There are many artistic skills required in the world of Design to allow the product to look spectacular. Design covers a very wide range of products including:

- Graphic Design
- Fashion Design
- Costume Design
- Masks
- Puppets
- Model making
- Jewellery Design
- Ceramic Design (pottery)
- Product design (batik, tie dye, screen printing)
- Wool work such as knitting, crochet and embroidery
- Interior Design

In this course you will learn through a series of projects all the skills required to produce all or most of the above. This is a perfect short course for those of you who like to design and make things and learn new techniques and craft skills.

What does the course involve?

You will be involved in all aspects of design using a *very wide variety of media* including digital photography. Adobe Photoshop, balsa wood mod roc, clay, plaster, paint, fabric, crafts materials etc.

What skills do you need?

You will be the kind of person who has an interest in art and design. You will enjoy working with others on projects and taking it in turns to explore all the creative and technical aspects of the above activities.

DESIGN FACULTY

Digital Imagery

Why Digital Imagery?

Using digital cameras and digital video cameras is a very popular new technology and for those of you who are interested in the creative use of photography and would like to learn how to make creative films and animations this course would give you the chance to learn about the following.

- Taking good photographs
- Using software to achieve interesting and creative results
- Using photographs for a variety of functions. (posters, PowerPoint, assignments etc)
- Using a Video Camera
- Use of story boards
- Editing a film.
- Making a short film
- Using film for a variety of functions (presentations, social issues, information, expressive ideas)

What does the course involve?

Taking advantage of good weather there will opportunities to take photographs of a variety of out door subject matter. Using the latest software you will be shown how to enhance and print your best images to a professional standard. You will be shown how to use your images to produce graphic designs such as posters and packaging. You will be shown all aspects of filmmaking from the storyboard, use of video camera through to editing and sound tracking. Film and photography will be used to for specific functions and you will work to a given brief.

What skills do you need?

You will be the kind of person who enjoys art and visual communication and perhaps has opinions and ideas you want to explore. You will enjoy working with others on projects and taking it in turns to explore all the creative and technical aspects of the above activities.

DESIGN FACULTY

Engineering Craft Skills: Intermediate 1

Why Engineering Craft Skills?

This is a practical course, particularly useful for those interested in a career in the engineering industry. It may also be useful if you are interested in learning about materials and technology and in developing craft skills. This course focuses upon both metalwork bench skills and machine processes. Making things from metal gives you a great sense of achievement. The course, in general, helps to build confidence and self discipline.

What does the course involve?

The work you do in this course is based around two areas of work from which you have the opportunity to gain Intermediate 1 Unit Awards.

Unit 1: Bench Skills: Metal

In this unit, you will make two items, one from sheet metal and one using fitting skills and simple assembly. The skills needed for this are developed in the course content and include

- reading and interpretation of engineering drawings
- using marking-out tools, fitting tools and processes, sheet metal tools and processes and measuring tools

Unit 2: Machine Processes

In this unit you will make items from a given drawing. The skills needed for this are developed in the course content and include:

- knowledge and understanding of the uses of machine tools including centre lathe, pedestal drill, grinding machine, and other machine tool equipment
- practical experience of centre lathe, pedestal drill and routine user check

There may also be the opportunity throughout the course to do some welding and forging.

How is your work assessed?

Course work is assessed internally in accordance with SQA guidelines. In addition, you have to complete a project for examination by the SQA.

Creative Writing Short Course

Why Creative Writing?

Develop your skills and expand the range of your writing talents with a group of like-minded individuals.

The course would cover poetry, drama and short fiction, but could also be a starting point or inspiration for longer works.

What does the course involve?

- Study and discussion of writers' craft to inspire and stimulate your own writing
- Input and direction from staff and peers
- Contributing to and producing an anthology of the group's work
- Working (hopefully) with visiting authors

How is your work assessed?

This is a non-certificated course, intended to broaden and enrich.

However, work produced may contribute to Standard Grade folio work in English.

ENGLISH FACULTY

E
L
E
C
T
I
V
E
S

Media Studies Short Course

Why Media Studies?

The media play a central role in the model world and affect society at all levels, economic, political, social, cultural and individual. During this course you will learn how to look critically at examples from various media such as radio, television and the press. You will also develop the practical skills needed to produce media material. There are a wide range of activities involved in the course and you will develop the ability to work independently and as part of a team. This course is of broad general interest and is also useful for a number of careers.

Course Outline

The course is made up of three units of work?

Media Analysis: Fiction and Media Analysis: Non-fiction

In these units you will study a wide range of examples of media texts and develop skills in interpreting and analysing these.

Suitable examples of text might include:

Fiction:

Cinema film, soap opera, magazine or comic strip stories, lyrics

Non-fiction:

Newspapers, magazines, brochures, advertisements and websites

Media Production

In this unit you will contribute to a group production with a particular audience in mind. The exercise will show you some of the practical issues which professionals have to deal with in various aspects of media production work. You will be involved in researching, planning, making and reviewing a media product which may be in the form of video, audio, print or computer animation. You must undertake both technological work, such as camera operating, and non-technological work such as scriptwriting.

Units you'll study will include

Situation Comedy - Understand the genre and demonstrate your understanding of the conventions in an extended piece of writing for assessment.

Film - Learn how film is constructed and demonstrate your understanding of the conventions in an extended piece of writing for assessment.

Journalism - Compare and compile a news report in more than one media.

Skills for Work Energy

Energy Intermediate 2 (girls only)

Subject statement

This course will introduce you to the different types of energy sources, the ways in which these energy sources are converted into power, how the different types of energy impact the environment and ways in which this can be reduced. Simple practical engineering techniques to reduce your personal carbon footprint.

Course aims

The student will be introduced to the various energy industries based in the UK and develop practical and employability skills by building a small scale hot water system and wind turbine. Candidates will also review their employability skills and strengths and weaknesses which will be used to help select the most appropriate career for them within the energy sector.

Course content

Mandatory Units

- Energy: An Introduction
- Energy: Domestic Wind Turbine Systems
- Energy: Domestic Solar Hot Water Systems
- Energy: Employability and Careers

Optional Units

- Energy and the individual
- Energy: Oil/Gas Extraction
- Energy: Conventional Production Technologies and the Grid

Assessment Methods

Assessments in this course will be based on both performance evidence, through candidates performing a range of practical activities supported by assessor observation checklists and written and/or oral evidence.

Progression Route

The Intermediate 2 Energy Skills Course has been designed to provide a basis for progression into further education or for moving directly into training or employment within the Energy sector.

SCQF

Level 5

This is a Shell sponsored course to attract women into the oil and gas sector. There are only 12 places and applicants must have a high standard (credit level) of maths and/or physics.

Travel and Tourism

Why Travel and Tourism?

This course is designed to be of general interest to travellers rather than those interested in a career in travel and tourism. Tourism is constantly changing and is an increasingly important issue for many of us. The amount of time we have for going on holidays has increased. So too has the range of ways we can get to destinations. This course provides useful information and develops practical skills to help you deal with this important part of your life.

Holiday Planning

This focuses on broadening knowledge of:

- types of holiday destinations (for example finding holiday information)
- methods of travel
- the elements that are involved in a brochure holiday
- aspects of booking of brochure holidays (for example completing a booking and arriving at an accurate final cost).

Assessment

The course is assessed by internal assessment, including an assessment with questions from the SQA done under exam conditions. You can gain one Unit at Intermediate 1 level by choosing this course.

SOCIAL SUBJECTS FACULTY

Languages Plus German

What does the course involve?

The Personal and Social Language Unit of Intermediate 1 will form the basis of this introduction to the German language. Topics covered will include Family & Friends, School, Likes & Dislikes, Descriptions, House & Home. It may also be possible to cover the Transactional Unit of the course, which deals with buying goods and services (shopping, cafés & restaurants etc)

However, it is also hoped to study Germany and its culture including food, sport, cinema, television etc

This course will involve a lot of individual learning and research, using the excellent websites and software available for language learners.

You can choose to do this course for interest or you can choose to work towards a Unit qualification which will be certificated by SQA.

How is your work assessed?

If you decide to work for an SFL qualification, you will need to pass two NABs for the Personal and Social Language Unit, one in Speaking and one in Reading. The Transactional Unit also requires two NABs to be passed, one in Speaking and one in Listening.

MODERN LANGUAGES FACULTY

E
L
E
C
T
I
V
E
S

Music Performance

Why Performance?

This course will allow you to build on the playing skills developed in S1/2 and allow you to reach your fullest potential on your chosen instrument.

If you have already decided to take Standard Grade Music, this will enhance your performance skills. You can choose to study one of your Standard Grade instruments, to bring up the standard - or you can choose to do something completely different!

Entry to the course

Anyone can take this course - you don't have to have your own instrument - or lessons in or outside school. If you do have lessons on an instrument - this is fine too. All you need is an interest in learning to improve your playing skills.

What does the course involve?

On an instrument of your choice, you will play solo and/or in a group. If appropriate, you may bring your own music to play.

Each pupil will work at their own level.

How is your work assessed?

This course can be certificated or just for interest - it's up to you! If you decide to work for an award, some of your performances will be taped for verification purposes.

PERFORMING ARTS FACULTY

Biology : Intermediate 2

Why Biology?

The 21st century offers many biological challenges. New knowledge in areas such as genetics, molecular biology and the environment have effects on human society and the environment all over the planet. Studying biology gives you the skills and opportunities to help improve human knowledge and understanding in today's world, and encourages positive attitudes to others and the environment. It therefore makes a very useful contribution to your general education and personal development. A course in Biology will provide a broad knowledge base and practical skills that can be very useful for a wide range of careers or allow you to move on to a higher level of study.

What does the course involve?

The course consists of three units of work:

Living Cells

This unit involves the study of

- structure and function of cells
- diffusion and osmosis in plant and animal cells
- enzyme action
- aerobic and anaerobic respiration
- photosynthesis

Environmental Biology and Genetics

This unit involves the study of

- ecosystems and aspects of environmental biology including fieldwork.
- factors affecting variety in species including reproduction, genetics, genetic engineering etc.

Animal Physiology

This unit involves the study of

- mammalian nutrition
- control of the internal environment
- circulation of blood and gas exchange in lungs and body tissues
- sensory mechanisms and processing of information.

How is your work assessed?

The course is assessed by a combination of internal assessment by the teacher and an external examination, set and marked by the SQA. Regular homework is an essential part of this course.

Chemistry : Intermediate 2

Why Chemistry?

This challenging course is designed to provide a broad coverage of key concepts in Chemistry and demonstrates the relevance of Chemistry in our everyday lives. It provides you with the opportunity to develop skills such as experimenting, investigating and analysing and is an excellent route to further study at Higher. In addition it provides you with background knowledge and problem solving skills which are valuable in a wide range of career paths.

What does the course involve?

Building Blocks

This unit develops knowledge and understanding, problem solving skills and practical abilities in the context of

- substances
- reaction rates
- the structure of the atom
- bonding, structure & properties
- chemical symbolism
- the mole

Carbon Compounds

This unit develops knowledge and understanding, problem solving skills and practical abilities in the context of

- fuels
- nomenclature and structural formulae
- reactions of carbon compounds
- plastics and synthetic fibres
- natural products

Acids, Bases and Metals

This unit develops knowledge and understanding, problem solving skills and practical abilities in the context of

- acids and bases
- salt preparation
- metals

How is your work assessed?

The course is assessed by a combination of internal assessment for each unit by the teacher and external examination, set and marked by the SQA.

Physics : Intermediate 2

Why Physics?

This challenging course is designed to increase your knowledge and understanding of the facts, ideas, techniques and applications of Physics and provides you with the opportunity to develop skills such as experimenting, investigating and analysing. You will use these skills to find solutions to scientific problems. The study of Physics is valuable for a wide range of career paths and makes a useful contribution to your general education.

What does the course involve?

The course consists of two complete units, and two half units.

Mechanics and Heat (1 Unit)

This unit involves the study of

- kinematics
- dynamics
- momentum and energy
- heat

Electricity and Electronics (1 Unit)

This unit involves the study of

- circuits
- electrical energy
- electromagnetism
- electronic components

Waves and Optics ($\frac{1}{2}$ Unit)

This unit involves the study of

- waves
- reflection
- refraction

Radioactivity ($\frac{1}{2}$ Unit)

This unit involves the study of

- ionizing radiations and dosimetry
- half life and safety
- nuclear reactors

How is your work assessed?

The course is assessed by a combination of internal assessment for each unit by the teacher.

Religious, Moral and Philosophical Studies: Intermediate 1\2

Why Religion, Moral and Philosophical Studies?

This challenging course will help you to develop your thinking skills, as well as giving an in-depth study to three completely different areas of human life today. You will get the chance to challenge your assumptions and evaluate arguments on different topics, as well as learning about the world you live in.

What does the course involve?

This course consists of three units.

World Religions	This will be an in-depth study of the major world religion Islam.
Morality in the Modern World	We will study International Issues including Globalisation and International Aid. Looking at why people around the world are poor and poverty affects them, as well as what organisations are trying to do to help.
Existence of God	This is a philosophical study of <i>logical</i> and <i>philosophical</i> arguments for and against the possibility of God existing.

You will have the option of doing the final exam at either Intermediate 1 or Intermediate 2 level. In addition, pupils will be expected to complete homework on a regular basis to ensure the whole course is covered in the limited time available.

How is your work assessed?

The course is assessed by a combination of internal assessment for each unit by the teacher and external examination, set and marked by the SQA.

"Sci-Phi" – Philosophy in Film

Why Sci-Phi?

Ever wondered the answer to these questions:

What is real? Can I know anything for certain? Why should I be moral? Do I really make my own choices? How do I know I exist? Can this all be a dream? Am I in the Matrix? Etc...

If you want to find the answers and are up for a serious challenge then this is the course for you!

Spend an afternoon a week debating these questions, finding out what different Philosophers have said about the topics, and maybe even get yourself two unit certificates for all your hard work!

This course also helps you develop good thinking skills like analysis, evaluation, and the skill of 'arguing your point'!

What does the course involve?

1. A general introduction to Philosophical skills and ideas.
 - AI [15] & Bicentennial Man [PG]
2. "How should I make moral decisions?" (Moral Philosophy Unit)
 - Hollow Man [18] & Independence Day [12]
 - Utilitarianism and Kant
3. "Do we have free will?" (Free Will and Determination Unit)
 - Minority Report [12] & Equilibrium [15]
 - Determinism and Compatibilism
4. "Can we know anything for certain?" (Epistemology/Scepticism)
 - Matrix [15], Vanilla Sky [15] & A Beautiful Mind [15]
 - Descartes

How is your work assessed?

You will have end of unit assessments for units 2 and 3 above. These are Intermediate 2 Philosophy assessment item from the Intermediate 2 Philosophy course aimed at senior pupils. Each assessment you pass will gain you an Intermediate 2 unit certificate. It is possible to get two units certificated for this course.

These assessments are SQA exam questions to be done under exam conditions.

E
L
E
C
T
I
V
E
S

Performance Unit PE: Creative Physical Activities: Intermediate 1

Why a performance Unit?

This course is ideal for you if you have an interest in dance and gymnastics and are keen to develop your skills in this area. It provides the opportunity for you to practise and rehearse for performances of different types. You will also learn how to evaluate your own performance in order to improve.

Entry to the course

This is a Performance Unit only. It is suitable for most pupils with an interest in the subject.

What does the course involve?

Throughout the Performance Unit you will develop and refine your skill repertoire and combine your skills to develop movement phrases. You will develop your own ideas to create dances and gymnastic sequences. Throughout the Performance Unit, you will use a variety of methods to look at your progress, identify strengths and weaknesses and find ways of improving your performance.

How is your work assessed?

The Practical Unit is formally assessed internally by the teacher in accordance with SQA guidelines. This will involve you performing dances and gymnastics skills sequences.

Subject Group: Physical Education

Performance Unit PE: Team Physical Activities: Intermediate 1

Why a Performance Unit?

This course is ideal for you if you have an interest in team sports and are keen to develop your skills in this area. It provides an opportunity for you to participate in a variety of team sports as well as develop your fitness. You will also learn how to evaluate your own performance in order to improve.

Entry to the course

This is a Performance unit only. It is suitable for most pupils with an interest in the subject.

What does the course involve?

Throughout the Performance Unit you will develop and refine your skill repertoire. You will work with others to improve your performance by developing your understanding of tactics and strategies. Throughout the Performance Unit, you will use a variety of methods to look at your progress, identify strengths and weaknesses and find ways of improving your performance.

How is your work assessed?

The Practical Unit is formally assessed internally by the teacher in accordance with SQA guidelines.

Subject Group: Physical Education

DECIDING ON YOUR OPTIONS

- Deciding which options are right for you can be quite difficult. This is the first time since you started school (nine years ago!) that you have had the chance to make choices about what you do at school. You are now taking some real control over planning your future learning.
- The problem with any decision you make is that when you make one choice that means that you can't do something else!
- It's a bit like deciding what to spend a certain amount of money on. Once you have decided what to buy there are other things you can't have!
- However you really shouldn't worry too much about deciding on your course options. Most people know what is right for them and make the right decisions. Don't be concerned about what your friends and others are doing. What is right for them need not be right for you.
- Another reason for not worrying is that you are not on your own. Your Pastoral Care teacher and parents will help you. It is important however that you think about this for yourself.
- In order to start making decisions and now that you have read this booklet and had some help in your PSE classes you could try to start making some decisions by answering the questions below for yourself. Don't worry about what you write here you can always change it later. The important thing now is to start thinking - you'll get to the final decisions eventually!

1. Are there any courses you think that you definitely want to do? List these below and try to write down why you are so definite about these ones.

Definite course option	Why do I 'definitely' want to do this course?

2. Are there any courses that you 'might' want to do? List these below and try to write why you might want to do these.

Possible course option	Why 'might' I want to do this course?

3. Questions that you would like to ask or things that you would like to know more about. You can discuss these with your Pastoral Care teacher.

Questions or things I would like to know more about.

--

4. It is possible that you may already have some future career or education plans you would like to aim for if all goes well. If you have any ideas about what you would like to do when you leave school make a note of these here. You might only have vague ideas or have a few ideas but it can be helpful to think about these now.

My possible career or education plans

