





Senior Phase Course Choice

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| Subject Name: Administration and IT | | S4/5/6 Course Booklet | Cooperation with others Respect for all Feeling valued as part of our school community We encourage independent thinking Lifelong learning and high expectations We challenge ourselves to be all we can be |  |
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| Level: Higher | June | Aug | Sep | Oct | Nov | Dec | Jan | Feb | March | Apr | May |
|---|--|---|-----|-----|-----|-----|-----|-----|---|--|-----|
| <p>The aims of this Course are:</p> <ul style="list-style-type: none"> To develop pupils IT skills in particular when using Word Processing, Spreadsheet, Database, PowerPoint, Publisher and E-mail. To develop pupil knowledge of Health and Safety in the workplace. To develop knowledge of features of reliable and unreliable information. | <p>Communication</p> <p>Practical PowerPoint E-diary Email Powerpoint Publisher</p> <p>Theory Reliability and value of information Methods of communication Barriers to communication Steps to manage and maintain security of information</p> | <p>IT Solutions Word Processing</p> <p>Business Documents: Letters, Forms, Itineraries, Business reports, Newsletters, Agendas, Minutes Table of contents Referencing Section breaks Comments Watermarks Styles Tables Formula in tables Mail merge</p> <p>IT Solutions Spreadsheets</p> <p>Complex formula including: Nested IF statements, V and H lookups, Rounding, Sum if, Count if Pivot tables Pivot charts Conditional formatting Comments Sorting on 2 criteria Filtering Grouping Subtotals Dynamic linkage</p> <p>IT Solutions Databases</p> <p>Relational databases; Creating relationships, Primary and foreign keys Advanced queries including: Wildcards, Mathematics, Aggregate functions, Calculated fields, Advanced sorting Advanced Forms and Reports including: Calculations, grouping</p> <p>Administrative Practices</p> <p>Time and Task Management Effective Teams Workplace Regulations Impact of IT Customer Care Procedures for organising/supporting meetings/events</p> | | | | | | | <p>Assignment</p> <p>Assignment will be completed in a 2 hour block. Undertaken under exam conditions.</p> | <p>Preparation for Higher Administration Theory Exam</p> | |
| Homework | One piece for this unit | One piece approx. per Administrative Practices Unit | | | | | | | | | |

| How home can help support learning | Useful Websites | Additional Information |
|--|---|---|
| <ul style="list-style-type: none"> Assist with learning layouts of documents Encourage development of skills Assist with the completion of homework Discuss classwork Encourage a positive working environment Provide pupils with a pen drive and encourage them to complete practical revision tasks stored on it. | <p>http://games.sense-lang.org/ http://www.bbc.co.uk/guides/z3c6tfr</p> <p>We also have a department Twitter account where pupils can find out relevant information and receive extra assistance with homework and revision @CraigieBusEd</p> | <p>Homework will be issued in a more informal manner for this class with pupils being encouraged to learn layouts of business documents and practice their skills at home, in particular their Word Processing skills when keying in essays and completing homework for other subjects. Due to the practical nature of the course homework will be issued less frequently while pupils develop their skills of software packages.</p> <p>Study support for Administration and IT is run on a drop in basis when it is requested by pupils.</p> <p>The assignment is 58% of the final grade, due to this parents will be informed of the dates it will be sat via letter. This is a 2 hour practical piece of work completed in class time and is externally marked by the SQA. The final exam will be theory based and will be 1 hour and 30 minutes.</p> |

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|---|---|--|----------------------|---|---|---|-------------------------|---|---|---|---|
| Subject Name: Administration and IT | | S4/5/6 Course Booklet | | | | Cooperation with others Respect for all Feeling valued as part of our school community We encourage independent thinking Lifelong learning and high expectations We challenge ourselves to be all we can be | | |  | | |
| Level: National 5 | | | | | | | | | | | |
| The aims of this Course are: | Communication | IT Solutions Word Processing | | IT Solutions Spreadsheets | IT Solutions Databases | Administrative Practices | | Organising Events | Assignment | Revision of skills and theoretical knowledge for final examination. | Revision of skills and theoretical knowledge for final examination. |
| <ul style="list-style-type: none"> To develop pupils IT skills in particular when using Word Processing, Spreadsheet, Database, PowerPoint, Publisher and E-mail. To develop pupil knowledge of Health and Safety in the workplace. To develop knowledge of features of reliable and unreliable information. | Internet Research PowerPoint – including the use of slide master E-mail Features of reliable information | House styles Correction signs Letter layout 2 page letters Mail merge Tables – including calculations, sorting and text rotation Importing from a Spreadsheet Agendas Itineraries Memos | | Creating Editing Complex formula including IF statements Conditional formatting Creating charts | Creating and editing Forms Queries Advanced filtering Relational databases – creating and querying Relational reports Reports | Role of Administrative assistant Customer care Impact of poor customer service H&S Security of people, property and information including Data Protection Act, Health and Safety at Work Legislation and Equality legislation | | Revision of skills when using Spreadsheets Databases Word Processing Email Desk Top Publishing software Assignment revision | | | |
| Homework | One piece for this unit | One piece this month | One piece this month | One piece this month | One piece this month | One piece per fortnight | One piece per fortnight | | | | |
| How home can help support learning | | | | Useful Websites | | | Additional Information | | | | |

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|---|--|---|
| <ul style="list-style-type: none">• Assist with learning layouts of documents• Encourage development of skills• Assist with the completion of homework• Discuss classwork• Encourage a positive working environment• Provide pupils with a pen drive and encourage them to complete practical revision tasks stored on it. | <p>http://games.sense-lang.org/ http://www.bbc.co.uk/guides/z3c6tfr</p> <p>We also have a department Twitter account where pupils can find out relevant information and receive extra assistance with homework and revision @CraigieBusEd</p> | <p>Homework will be issued in a more informal manner for this class with pupils being encouraged to learn layouts of business documents and practice their skills at home, in particular their Word Processing skills when keying in essays and completing homework for other subjects. Due to the practical nature of the course homework will be issued less frequently while pupils develop their skills of software packages. Study support for Administration and IT is run on a drop in basis when it is requested by pupils.</p> <p>The assignment is 70% of the final grade, due to this parents will be informed of the dates it will be sat via letter. It is completed over 3 hours.</p> <p>A question paper focusing on spreadsheet, database and theory tasks will also take place in the examination diet. This is a 2 hour exam.</p> |
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Subject Name: Art and Design

S4/5/6
Course
Booklet

Co-operation with others
Respect for all
Feeling valued as part of our school community
We encourage independent thinking
Lifelong learning and high expectations
We challenge ourselves to be all we can be



| Level | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|------------------------------|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|
| The aims of this Course are: | <p>The main purpose of this course is to provide opportunities for learners to develop their thoughts and ideas before exploring how they can use art and design materials, techniques and/or technology creatively and expressively. They will develop their problem-solving skills and will be encouraged to explore the creative use of technology when developing and producing art and design work.</p> <p>The course allows learners develop their practical skills and investigate how artists and designers create and develop their ideas. It also allows learners to develop their knowledge and understanding of art and design practice and develop their critical thinking skills. Reflective skills are also developed through the study of art and design practice which will help to support and inform learners own work.</p> | | | | | | | | | | |
| Homework | Homework will support the work pupils are doing in class. It will help to prepare pupils for unit assessments and exams. | | | | | | | | | | |
| Assessment | A portfolio of work comprising of both Design and Expressive will be sent to the SQA for assessment. An external question paper set by the SQA. | | | | | | | | | | |

How can home support learning?

Homework should be completed with encouragement from parents/carers.

Discuss any concerns and encourage your son/daughter to seek consolidation of their learning.

Useful Websites

www.sqa.org.uk

www.bbc.co.uk/education

www.theartstory.org

<https://aimeeknight.files.wordpress.com/2016/01/edwards-the-new-drawing-on-the-right-side-of-the-brain-viny.pdf>

Additional Information

Study Support is available in the department to help pupils meet deadlines and complete course work.

Subject Name: Biology

S4/5/6 Course Booklet

Co-operation with others
Respect for all
Feeling valued as part of our school community
We encourage independent thinking
Lifelong learning and high expectations
We challenge ourselves to be all we can be



Level National 5 Aug Sep Oct Nov Dec Jan Feb Mar Apr May June

The aims of this Course are:-

- Develop and apply knowledge and understanding of biology
- Develop an understanding of biology's role in scientific issues and relevant applications of biology.
- Develop scientific inquiry and investigative skills
- Develop problem solving skills in a biology context
- Use and understand scientific literacy, in everyday contexts, to communicate ideas and issues and to make scientifically informed choices
- Develop the knowledge and skills for more advanced learning in biology

Unit 1 Cell Biology, assessed in Oct. Unit 2 Multicellular organisms, assessed in Jan .Unit 3. Life on Earth, assessed in April. Final Exam May. The practical report is completed during unit 1 and the assignment during unit 2.

Homework:

This is issued both as a paper booklet per unit and as an electronic copy on the pupils memory stick. It is marked on a fortnightly basis.

Assessment:

Internal course assessment is made up of a Practical Report, and an end of unit written assessment for knowledge and problem solving.
The external assessments are composed of a final exam in May and a larger investigative report written in class. Both parts are marked by the SQA and make up the final grade the pupil receives on their SQA certificate.

How home can help support learning

- Asking your child to explain to you what they learned in class
- Providing a quiet study place.
- Trying questions using past paper books published by '*Leckie & Leckie*'. These can be either borrowed from the public library, school library or purchased from '*Waterstones*' bookshops in Dundee.
- Providing your child with a pen drive to bring to school and encouraging your child to use the revision material on it.

Useful Websites

You may also wish to consider encouraging your child to:

- Visit the '*Bitesize*' website (<http://www.bbc.co.uk/scotland/education/bitesize/>) for quick quizzes or extra notes.
- Visit the SQA website (www.sqa.org.uk) which gives information about examinations and helpful comments from examiners.
- Visit the school website that has links to a NAT 4 electronic textbook and a NAT 5 electronic textbook.

Additional Information

The Biology Department offers study support in Biology on a Thursday evening, from 3pm to 4p.m. This is offered to year groups from S4 to S6. This time for revision is crucial for pupils sitting their SQA exams in May.

We also have lunch-time revision sessions for any pupil who wishes to arrange this with any of the Biology teachers in the Department

Subject Name: Human Biology

S4/5/6 Course
Booklet

Co-operation with others
Respect for all
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We challenge ourselves to be all we can be



Level National 5 Aug Sep Oct Nov Dec Jan Feb Mar Apr May June

The aims of this Course are:-

- Develop and apply knowledge and understanding of biology
- Develop an understanding of biology's role in scientific issues and relevant applications of biology.
- Develop scientific inquiry and investigative skills
- Develop problem solving skills in a biology context
- Use and understand scientific literacy, in everyday contexts, to communicate ideas and issues and to make scientifically informed choices
- Develop the knowledge and skills for more advanced learning in biology

Unit 1 Human Cells, assessed in Oct. Unit 2 Physiology and Health, assessed in Jan. Unit 3. Neurobiology, assessed in January and unit 4 Immunology assessed in April. Final Exam May. The practical report is completed during unit 1 and the assignment during unit 2.

Homework:

This is issued both as a paper booklet per unit and as an electronic copy on the pupils memory stick. It is marked on a fortnightly basis.

Assessment:

Internal course assessment is made up of a Practical Report, and an end of unit written assessment for knowledge and problem solving. All 4 units must be passed and reports of a Higher standard. The external assessments are composed of a final exam in May and a larger investigative report written in class. Both parts are marked by the SQA and make up the final grade the pupil receives on their SQA certificate.

How home can help support learning

- Asking your child to explain to you what they learned in class
- Providing a quiet study place.
- Trying questions using past paper books published by 'Leckie & Leckie'. These can be either borrowed from the public library, school library or purchased from 'Waterstones' bookshops in Dundee.
- Providing your child with a pen drive to bring to school and encouraging your child to use the revision material on it.


Useful Websites


- You may also wish to consider encouraging your child to:
- Visit the 'Bitesize' website (<http://www.bbc.co.uk/scotland/education/bitesize/>) for quick quizzes or extra notes.
 - Visit the SQA website (www.sqa.org.uk) which gives information about examinations and helpful comments from examiners.
 - Visit the school website that has revision material on it.

Additional Information

The Biology Department offers study support in Biology on a Thursday evening, from 3pm to 4 p.m. This is offered to year groups from S4 to S6. This time for revision is crucial for pupils sitting their SQA exams in May.

We also have lunch-time revision sessions for any pupil who wishes to arrange this with any of the Biology teachers in the Department

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|---|--|------------------------------|---|---|--|-----|--|--|--|-----|--|
| Subject Name: Business Management | | S4/5/6 Course Booklet | | Cooperation with others Respect for all Feeling valued as part of our school community We encourage independent thinking Lifelong learning and high expectations We challenge ourselves to be all we can be | | | |  | | | |
| Level: Higher | June | Aug | Sep | Oct | Nov | Dec | Jan | Feb | March | Apr | May |
| The aims of this Course are to develop: <ul style="list-style-type: none"> knowledge and understanding of the ways in which society relies on business to satisfy our needs an insight into the systems organisations use to ensure customers' needs are met financial awareness through a business context an insight into how organisations organise their resources for maximum efficiency and improve their overall performance an awareness of how external influences impact on organisations | Understanding Business Needs and wants Goods and services Sectors of the economy Features of different types of business Business objectives Sources of finance Sources of support Customer satisfaction Stakeholders and their impact Internal factors affecting an organisation PESTEC Leadership Motivational Theories Corporate Culture Decision Making Business Structures | | Marketing Market segmentation Customer behaviour Niche Marketing Market research Marketing mix – 7P's Use of technology in marketing | | Operations Role of the Operations Department Stock Management Purchasing mix Stock Methods of production Quality Ethical and environmental factors Technology | | Finance Sources of finance Financial Records Ratio Analysis Use of technology | | Human Resources Recruitment and selection Training Methods of retaining and motivating Legislation Trade unions Working practices Use of technology Completion of outstanding assessments Exam revision | | Exam Revision |
| Homework | One piece per fortnight | | One piece per fortnight | | One piece per fortnight | | One piece per fortnight | Homework is not given during the prelim period. | One piece per fortnight | | Homework is not given during the examination period. |
| How home can help support learning | | | | Useful Websites | | | | Additional Information | | | |
| <ul style="list-style-type: none"> Encourage development of skills Discuss classwork Encourage a positive working environment Help to complete homework Watch and discuss the News, especially items which are business related Watch and discuss business related programmes and documentaries such as the Apprentice | | | | http://www.bbc.co.uk/education/subjects/zd6fcdm http://businessstudiesonline.co.uk/ http://www.sqa.org.uk/pastpapers/findpastpaper.htm?subject=Business+Management&level=N5 http://scholar.hw.ac.uk/ - usernames and passwords are issued to students We also have a department Twitter account where pupils can find out relevant information and receive extra assistance with homework and revision @CraigieBusEd | | | | <ul style="list-style-type: none"> Homework will include reading through notes, completing classwork, past paper questions, reading and watching the news and watching business related TV programmes. The Assignment for Higher Business Management is 25% of their final grade this is completed during class time. This is externally marked by the SQA. The final examination is 2 hours 45 minutes long Study support for Business Management is run on a drop in basis when it is requested by pupils. | | | |

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|---|--|---|-----|--|--|---|-----|--|---|---|-----|--|
| Subject Name: Business Management | | S4/5/6 Course Booklet | | Cooperation with others Respect for all Feeling valued as part of our school community We encourage independent thinking Lifelong learning and high expectations We challenge ourselves to be all we can be | | | |  | | | | |
| Level: National 5 | | June | Aug | Sep | Oct | Nov | Dec | Jan | Feb | March | Apr | May |
| <p>The aims of this Course are to develop:</p> <ul style="list-style-type: none"> knowledge and understanding of the ways in which society relies on business to satisfy our needs an insight into the systems organisations use to ensure customers' needs are met financial awareness through a business context an insight into how organisations organise their resources for maximum efficiency and improve their overall performance an awareness of how external influences impact on organisations | | <p>Understanding Business</p> <p>Needs and wants Goods and services Sectors of industry Sectors of the economy Features of different types of business Business objectives Sources of finance Sources of support Customer satisfaction Stakeholders and their impact Internal factors affecting an organisation PESTEC</p> | | <p>Marketing</p> <p>Market segmentation Market research Marketing mix</p> <p>Use of technology in marketing</p> | | <p>Operations</p> <p>Functions of the operation department Purchasing mix Stock Methods of production Quality Ethical and environmental factors technology</p> | | <p>Finance</p> <p>Sources of finance Cash budgets Break even Profit statement Use of technology</p> | | <p>Human Resources</p> <p>Recruitment and selection Training Methods of retaining and motivating legislation Trade unions Working practices Use of technology</p> <p>Completion of outstanding assessments</p> <p>Exam revision</p> | | <p>Exam Revision</p> |
| Homework | | One piece per fortnight | | One piece per fortnight | | One piece per fortnight | | One piece per fortnight | Homework is not given during the prelim period. | One piece per fortnight | | Homework is not given during the examination period. |
| How home can help support learning | | | | | Useful Websites | | | | Additional Information | | | |
| <ul style="list-style-type: none"> Encourage development of skills Discuss classwork Encourage a positive working environment Help to complete homework Watch and discuss the News, especially items which are business related Watch and discuss business related programmes and documentaries such as the Apprentice | | | | | <p>http://www.bbc.co.uk/education/subj/ects/zd6fcdm http://businessstudiesonline.co.uk/ http://www.sqa.org.uk/pastpapers/findpastpaper.htm?subject=Business+Management&level=N5 http://scholar.hw.ac.uk/ - usernames and passwords are issued to students We also have a department Twitter account where pupils can find out relevant information and receive extra assistance with homework and revision @CraigieBusEd</p> | | | | <ul style="list-style-type: none"> Homework will include reading through notes, completing classwork, past paper questions, reading and watching the news and watching business related TV programmes. The Assignment for National 5 Business Management is 23% of their final grade this is completed during class time. This is externally marked by the SQA. The final examination is 2 hours. Study support for Business Management is run on a drop in basis when it is requested by pupils. | | | |

Subject Name: Chemistry

S4/5/6 Course Booklet

Co-operation with others
Respect for all
Feeling valued as part of our school community
We encourage independent thinking
Lifelong learning and high expectations
We challenge ourselves to be all we can be



Level Higher

The aims of this Course are to:

- develop and apply knowledge and understanding of chemistry, its role in scientific issues, relevant applications of chemistry and the impact on society and the environment
- develop scientific inquiry, analytical thinking and investigative skills
- develop the use of technology, equipment and materials, safely, in practical scientific activities
- develop problem solving skills in a chemistry context
- develop the knowledge and skills for more advanced learning in chemistry
- develop skills of independent working

June Aug Sep Oct Nov Dec Jan Feb Mar Apr May

Unit: Chemical Changes and Structure Nature's Chemistry Chemistry in Society

Unit 1 Unit
Assessment

Unit 2 Unit
Assessment

Unit 3 Unit
Assessment

Researching Chemistry Unit and Assignment

Homework Homework relevant to each topic will be issued weekly.

Assessment Candidates will sit three end of unit assessments to assess their knowledge (outcome 2.1) and problem solving skills (outcome 2.2) as outlined above. During the course candidates investigative, practical, research and analytical skills will also be assessed as part of the Researching Chemistry unit. Candidates will research the topic they are investigating. Candidates will then produce a final Chemistry Assignment linking both their practical results and research. The Assignment is submitted to SQA for marking and is worth 20% of the final grade.

How home can help support learning

Homework should be completed with encouragement from parents/carers.
Discuss any concerns and encourage your son/daughter to seek consolidation of their learning.
Encourage attendance at study support.

Useful websites

SCHOLAR
evans2chemweb
brightredbooks.net
SQA past paper service

Additional Information

Assignment will be completed during Unit 2, 'Nature's Chemistry'.

Subject Name: Chemistry

S4/5/6 Course Booklet

Co-operation with others
Respect for all
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Level National 5

The aims of this Course are to:

- develop and apply knowledge and understanding of chemistry, its role in scientific issues, relevant applications of chemistry and the impact on society and the environment
- develop scientific inquiry, analytical thinking and investigative skills
- develop the use of technology, equipment and materials, safely, in practical scientific activities
- develop problem solving skills in a chemistry context
- develop the knowledge and skills for more advanced learning in chemistry
- develop skills of independent working

June Aug Sep Oct Nov Dec Jan Feb Mar Apr May

Unit: Chemical Changes and Structure Nature's Chemistry Chemistry in Society

Topic: 1 2 3 4 5 6 7 8 9 10 11

Unit 1 Unit Assessment

Unit 2 Unit Assessment

Unit 3 Unit Assessment

Assignment

Homework Homework relevant to each topic will be issued fortnightly. This will be a mixture of past paper type questions, quick quizzes, numeracy problems and research tasks.

Assessment Candidates will sit three end of unit assessments to assess their knowledge (outcome 2.1) and problem solving skills (outcome 2.2) as outlined above. During the course candidates investigative and practical skills will also be assessed (outcome 1). Candidates will also research the topic they are investigating. Candidates will then produce a final Chemistry Assignment linking both their practical results and research, allowing them to further develop their skills of scientific inquiry and analytical thinking. The Assignment is submitted to SQA for marking and is worth 20% of the final grade.

How home can help support learning

Homework should be completed with encouragement from parents/carers.
Discuss any concerns and encourage your son/daughter to seek consolidation of their learning.
Encourage attendance at study support.

Useful websites

evans2chemweb
brightredbooks.net
SQA past paper service

Additional Information

Assignment will be completed during Unit 2, 'Nature's Chemistry'.

Subject Name: **Games Development**

S4/5/6 Course Booklet

Co-operation with others
 Respect for all
 Feeling valued as part of our school community
 We encourage independent thinking
 Lifelong learning and high expectations
 We challenge ourselves to be all we can be



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|-----------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|
| Level 4/Level 5 | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|-----------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|

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| The aims of this Course are to give pupils the relevant skills and confidence to equip them to enter further education / higher education and the current job market | <p>Design</p> <p>Pupils will learn about the different gaming genres as well as the gaming technologies. They will look at different design elements and use this knowledge to plan a computer game. Pupils will complete a series of reports during this unit.</p> | <p>Media Assets</p> <p>Pupils will learn what media assets are and how they are used in a computer game. They will have the opportunity to create their own assets and add them to the game they have been planning in unit 1. Pupils will complete a series of reports during this unit.</p> | <p>Development</p> <p>Pupils will design, create and advertise a game that they have created. Pupils will complete a series of reports during this unit.</p> | Complete outstanding work from 3 units | Skills Project Tasks | Skills Activities – Gives pupils the chance to refresh their IT Skills |
| | | | | | | |

Homework Homework is issued twice per topic and is a valuable tool for pupils to consolidate their skills and knowledge.

Assessment Pupils are assessed throughout the course through a variety of practical and theory activities. Pupils must complete all outcomes of each unit to gain the unit award and complete all units to gain the course award. There is no final exam for this course.

- How home can help support learning**
- Discuss classwork at home
 - Encourage positive working attitudes
 - Ensure homework is completed to a high standard and handed in on time
 - Encourage pupils to read course notes at home
 - Encourage pupils to study for end of unit assessments by using course notes and accessing materials from 'useful websites'

Useful Websites

Yo-Yo Games
<http://www.yoyogames.com/>

Game Design – Media Assets
<http://www.slideshare.net/missstevenson01/games-design-media-assets>

You Tube
 Pupils can use this resource to look at game maker tutorials and any other relevant clips

Additional Information

To help pupils prepare for assessments they are issued with –

- Theory notes
- Practical notes for game maker which they will use to create their game for the final unit.

Computing study club runs as required – see teacher for details

Subject Name: **Computing Science**

**S4/5/6 Course
Booklet**

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| Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
|---|--|--|------------------|---|----------------------------|----------------------------|--|---|---|---|
| VB Programming Scratch Programming | VB Programming Scratch Programming N3 – BDS assessment | VB Programming Scratch Programming N4 - SDD assessment | Computer Systems | Database Design and Development N4 - ISDD assessment | Web Design and Development | Web Design and Development | Completing Courses N4 N5 + H Coursework (N5+ H coursework is 31% of course) | N3 + N4 Project work N5 + H Revision | N3 + N4 Project work N5 + H – EXAM (69% of course award) | Database Internet N3 – IS assessment |

Level Nat 3, 4, 5 and Higher

The aims of this Course are to give pupils the relevant skills and confidence to equip them to enter further education / higher education and the current job market.

Homework

Homework is issued fortnightly and is a valuable tool for pupils to consolidate their skills and knowledge.

Assessment

Nat 3 pupils must complete both mandatory units to gain the course award. N4 pupils must complete the 2 units as well as the coursework task to gain the course award. N5 and Higher pupils must complete the 4 areas of study, the coursework task (worth 31% of the course award) and the exam (worth 69% of the course award) to gain the whole course award.

How home can help support learning?

- Discuss classwork at home
- Encourage positive working attitudes
- Ensure homework is completed to a high standard and handed in on time
- Encourage pupils to read course notes at home
- Encourage pupils to study for exams by using course notes and accessing materials from 'useful websites'

Useful Websites

www.brightredbooks.net – notes, examples and tests

www.sqa.org.uk – study tips and past papers with marking instructions

[www.bbc.co.uk/education / subjects / zfs3kqt](http://www.bbc.co.uk/education/subjects/zfs3kqt) - Computing Science section notes, videos and tests

Additional Information

To help pupils prepare for exams they are issued with –

1. SQA Computing Science syllabus table
2. Unit notes
3. Revision notes

Computing study club runs as required – see teacher for details

Subject Name: Design & Manufacture

S4/5/6 Course
Booklet

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| Level | Higher National 5 | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|-------|--|--|--|--|-----|-----|-------------|------------------|-----|-------------|-----|------|
| | The aims of this Course are: To develop design skills and understanding of materials and manufacturing processes. Enhance learner's creative and practical skills | Skill Building Tasks | Materials and Manufacture Unit – Hand Held Commercial Product. Evaluate and Redesign | Design Unit Design a Time Capsule or Street Furniture for the New V&A Dundee | | | Prelim Prep | Final Assignment | | → Exam prep | | |
| | Homework | Pupils will get weekly homework to reinforce theory covered in class | | | | | | | | | | |
| | Assessment | Pupils continually assessed to ensure they are meeting standards. 55% of overall mark is Final assignment & 45% from the exam. | | | | | | | | | | |

How home can help support learning

- Discuss classwork
- Encourage positive attitude
- Encourage practicing of Sketching

Useful Websites

- Technologystudent.com
- Designmuseum.org
- BBC bitesize
- SQA.org.uk

Additional Information

Regular study support is provide within the department

Subject Name: **NPA Digital Media**

Delivered by Computing Department

**S4/5/6 Course
Booklet**

Co-operation with others
Respect for all
Feeling valued as part of our school community
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We challenge ourselves to be all we can be



| Level 4 + 5 | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
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|---|--|--|--|--|--|--|--|--|---|----------------------------|---|
| <p>The aims of this Course are to give pupils the relevant skills and confidence to equip them to enter further education / higher education and the current job market</p> | <p>Images Unit – pupils will source images using a variety of methods. These images will be edited and incorporated into a final project document. A theory test will be completed towards the end of the unit.</p> | | | | | | | | <p>Complete outstanding work from 3 units</p> | <p>Skills Project work</p> | <p>Various tasks to familiarise pupils with hardware and software</p> |
| | | | | <p>Audio Unit – pupils will source audio using a variety of methods. The audio will be edited and incorporated into a final audio project. A theory test will be completed towards the end of the unit.</p> | | | | | | | |
| | | | | | <p>Video Unit – pupils will source video using a variety of methods. The video will be edited and incorporated into a final video project. A theory test will be completed towards the end of the unit.</p> | | | | | | |

| | |
|-------------------|--|
| Homework | Homework is issued for each unit and is a valuable tool for pupils to consolidate their skills and knowledge. |
| Assessment | Pupil assessment will be ongoing through a variety of practical activities and tasks. Pupils will build a folio of work and complete a practical project for each unit. A theory test comprising of multiple choice questions will be given towards the end of each unit, pupils have to score 70% to pass. Pupils must complete the 3 mandatory units to gain the course award. |

- How home can help support learning**
- Discuss classwork at home
 - Encourage positive working attitudes
 - Ensure homework is completed to a high standard and handed in on time
 - Encourage pupils to gather photographs for their projects


Useful Websites


www.sqa.org.uk –to gain access to the full course content

youtube – great source of digital media projects

Additional Information

There is a degree of flexibility built-into this course in terms of the timescale that units can be completed. As can be seen from the timeline above, the units can overlap and do not need to be completed to strict deadlines. The course does however have to be completed by the end of April to gain the course award.

| | | | | | | | | | | | |
|--|--|------------------------------|---|---|---|-----|--|---|---|-----|---|
| Subject Name: Drama | | S4/5/6 Course Booklet | | Cooperation with others Respect for all Feeling valued as part of our school community We encourage independent thinking Lifelong learning and high expectations We challenge ourselves to be all we can be | | |  | | | | |
| Level: National 5 | June | Aug | Sep | Oct | Nov | Dec | Jan | Feb | March | Apr | May |
| The aims of this course are to develop: -prioritise the need for personalisation and choice for learners. -begin to specialise in a range of theatre production and performance areas. - progress skills in all aspects of the drama process, including literacy, research, communication, presentation, analysis and evaluation, using media and digital technology. | Drama skills unit: Developing the skills and knowledge required to create and perform a drama through the exploration of a range of mature and in-depth stimuli. Progressing acting, rehearsing and performance skills through the process of creating a piece of theatre. | | Drama Skills Assessment: -acting assessment -completion of written tasks. -evaluative essay. Begin Production Skills: Script based unit. Specialising in two areas of theatre design including: Set design Lighting design Sound design Props design Costume design Stage make-up Acting. | | Production skills Assessment: -2 x practical assessments based on each chosen area of theatre design. - Completion of written tasks. -Analytical essay . Issue scripts and acting or design roles for final exam. | | Written prelim exam. Rehearse performance exam pieces. Chosen focus can be: Acting Sound Set Lighting Costume Stage make-up props | | Performance exam rehearsals Set final performance exam | | Exam Revision Sit final written exam |
| Homework | One piece per 3 weeks | | One piece per 3 weeks | | One piece per 3 weeks | | One piece per 3 weeks | Homework is not given during the prelim period. | One piece per 3 weeks | | Homework is not given during the examination period. |
| How home can help support learning | | | | Useful Websites | | | Additional Information | | | | |
| <ul style="list-style-type: none"> Line learning for the performance exam is one of the most time consuming challenges in National 5 Drama. Running lines at home would be of great benefit. Proof reading written homework for spelling, grammar and comprehension. | | | | https://www.bbc.com/education/subjects/zrs3kqt - help notes for Nat5 drama. https://www.sqa.org.uk/sqa/45714.html - source of past papers and candidate guides. | | | Final Assessment: Question Paper: 60 marks (40% of course award) Section 1: An analysis of a past performance (20 marks) Section 2: Questions on the drama subject content (40 marks) Performance Exam -60 marks (60% of course award) Section 1: practical performance – 50 marks Section 2: Preparation for Performance report – 10 marks | | | | |

| | | | | | | | | | | | |
|---|---|------------------------------|---|---|---|-----|--|---|---|-----|---|
| Subject Name: Drama | | S4/5/6 Course Booklet | | Cooperation with others Respect for all Feeling valued as part of our school community We encourage independent thinking Lifelong learning and high expectations We challenge ourselves to be all we can be | | |  | | | | |
| Level: Higher | June | Aug | Sep | Oct | Nov | Dec | Jan | Feb | March | Apr | May |
| The aims of this course are to develop: -A deeper knowledge, understanding and application of theatre performance skills. -a wider range of production and design skills as they pertain to the theatre industry. -Academic writing and essay skills, in preparation for further education. | Introduction to the set play test that will be studied throughout the year. Learning how to write a textual analysis essay. Begin Drama skills unit: -acting skills -refresh of production and design -introduction to directing skills -working from stimuli -devising theatre | | Continue to study set play text. Drama skills Assessments: -acting assessment -collection of written tasks in folio format -evaluative essay First performance trip and learning how to write a performance analysis essay. | | Continue to study set play text and write essays. Production skills: -Specialise in two areas of theatre design, including: Set design Lighting design Sound design Props design Costume design Stage make-up Acting. Second performance trip and continuation of performance analysis skills. | | Written prelim exam. Rehearse performance exam pieces. Chosen focus can be: Acting Sound Set Lighting Costume Stage make-up | | Performance exam rehearsals Set final performance exam | | Exam Revision Sit final written exam |
| Homework | One piece per fortnight | | One piece per fortnight | | One piece per fortnight | | One piece per fortnight | Homework is not given during the prelim period. | One piece per fortnight | | Homework is not given during the examination period. |
| How home can help support learning | | | | Useful Websites | | | Additional Information | | | | |
| <ul style="list-style-type: none"> Line learning for the performance exam is one of the most time consuming challenges in Higher Drama. Running lines at home would be of great benefit. Proof reading of textual analysis and performance analysis essays. Watching recorded performances with pupils and giving opinions on the quality of acting and production skills. | | | | http://www.bbc.co.uk/iplayer - live theatre performances. http://www.bbc.co.uk/education/subj/ects/zgnv9j6 - bbc bitsize for higher drama. https://www.nationaltheatre.org.uk/learning - useful resources for performance analysis. | | | Final Assessment: Question Paper: 50 marks (40% of course award) Section 1: textual analysis essay – 20 marks Section 2: production roles questions – 10 marks Section 3: performance analysis – 20 marks. Performance Exam -60 marks (60% of course award) Section 1: practical performance – 50 marks Section 2: Preparation for Performance report – 10 marks | | | | |

Subject Name: English

S4/5/6 Course
Booklet

Co-operation with others
Respect for all
Feeling valued as part of our school community
We encourage independent thinking
Lifelong learning and high expectations
We challenge ourselves to be all we can be



| Level National 4/5/Higher/A Higher | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|---|---|-----|-----|-----|-----|-----|---|-----|-----|-----|------|
| The aims of these Courses are to develop literacy skills to understand, analyse and evaluate a range of texts and spoken language | ← Ongoing study of texts, including compulsory Scottish text at National 5 and Higher → | | | | | | | | | | |
| | ← Ongoing drafting and improvement of N5 Portfolio Writing pieces - Discursive, Personal or Creative → | | | | | | | | | | |
| | ← Ongoing study of texts chosen by class teacher - More information available on request → | | | | | | | | | | |
| | ← Ongoing Practice in Reading for Understanding, Analysis and Evaluation → | | | | | | | | | | |
| | Information for AH available on request. | | | | | | N4 Added Value/Collection of unit assessments | | | | |
| Homework | All levels Revision of texts studied in class. Preparation for unit assessments Individual Talks, Researching, drafting and redrafting of Portfolio of writing for SQA. Adv. Higher: Dissertation | | | | | | | | | | |
| Assessment | Analysis and Evaluation Unit: Listening during class time: Reading Prelim in Jan/Feb Creation and Production Unit: Writing and Talking – during class time | | | | | | | | | | |

How home can help support learning

Texts chosen for study are available to all pupils. However, we would recommend that N5 candidates buy their own copy to help them prepare better for both the prelim and the SQA exam

Proof reading folio and assessment pieces before submission deadlines

Rehearsal of Talks, speeches etc. in preparation for Unit Assessments

Useful Websites

- BBC Bitesize – N4/N5/Higher
- SQA Understanding Standards N5
- Spark notes
- Shmoop
- Blackwells Reading Lists for Teenagers
- Scottish Book Trust

Additional Information

Detailed information on all of the above will also be issued by the department

Assessment dates for Talking and Listening will be communicated by class teachers

Teachers will set deadline dates for all written work

Subject Name: French

S4/5/6 Course Booklet

Co-operation with others
Respect for all
Feeling valued as part of our school community
We encourage independent thinking
Lifelong learning and high expectations
We challenge ourselves to be all we can be



| Level: Higher | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|--|--|-----|------------|-----|-----------|-----|---------------------|-----|-----------------|-----|------------------|
| The aims of this Course are: To develop skills in a) understanding language – reading and listening and b) using language – talking and writing | Family & Friends | | Lifestyles | | Education | | Learning In Context | | Planning a trip | | Exam Preparation |
| Homework | Homework sheets are issued weekly and are designed to develop the skills of reading and writing in particular. | | | | | | | | | | |
| Assessment | External talking & writing assessment plus external exam covering reading listening & writing | | | | | | | | | | |

How home can help support learning


- Check homework is done and returned
- Ask to be taught new words
- Listen to prepared talks – check for fluency/nerves/hesitation
- Have a French dictionary at home for use
- Ensure jotters and vocabulary sheets only are used
- Avoid the use of Google translate

Useful Websites

- www.linguascope.com
- <http://courses.scholar.hw.ac.uk>

Additional Information

Pupils must be ready to sit all assessments on the date agreed with the teacher. The external talking assessment is an SQA exam and must therefore be regarded as such with the necessary preparation and importance attached to it.

| | | | | | | | | | | | |
|--|--|---|---|--|--|--|--|--|---|---|---|
| Subject Name: French | | S4/5/6 Course Booklet | | | Cooperation with others Respect for all Feeling valued as part of our school community We encourage independent thinking Lifelong learning and high expectations We challenge ourselves to be all we can be | | | |  | | |
| Level: National 5 | June | Aug | Sep | Oct | Nov | Dec | Jan | Feb | March | Apr | May |
| The aims of this Course are: To develop skills in a) understanding language – reading and listening and b) using language – talking and writing | Family & Friends Relationships Arguments Ideal parents Friends & peer pressure | Family & Friends Relationships Arguments Ideal parents Friends & peer pressure | Family & Friends Relationships Arguments Ideal parents Friends & peer pressure | Lifestyles Lifestyle-related illnesses Advantages & Disadvantages of healthy & unhealthy lifestyles | Lifestyles Lifestyle-related illnesses Advantages & Disadvantages of healthy & unhealthy lifestyles | Education Learner responsibilities Pressures of learning The role of the teacher/learner Comparing education systems Improving own education system Importance of learning a language | Education Learner responsibilities Pressures of learning The role of the teacher/learner Comparing education systems Improving own education system Importance of learning a language | Learning in Context Learning activities Preparation for exams | Planning a trip Choice of destination, transport, holiday activities Describing a holiday + evaluation Impressions of other countries | Planning a trip Choice of destination, transport, holiday activities Describing a holiday + evaluation Impressions of other countries | Revision of skills and preparation for exam |
| Homework | Homework sheets are issued weekly and are designed to develop the skills of reading and writing in particular. | | | | | | | | | | |
| Assessment | | | | | | | | | | External talking & writing assessment | |
| How home can help support learning | | | | Useful Websites | | | Additional Information | | | | |
| Check homework is done and returned Ask to be taught new words Listen to prepared talks – check for fluency/nerves/hesitation Have a French dictionary at home for use Ensure jotters and vocabulary sheets only are used Avoid the use of Google translate | | | | www.linguascope.com http://courses.scholar.hw.ac.uk | | | Pupils must be ready to sit all assessments on the date agreed with the teacher. The external talking assessment is an SQA exam and must therefore be regarded as such with the necessary preparation and importance attached to it. | | | | |

Subject Name: Geography

S4/5/6 Course Booklet

Co-operation with others
Respect for all
Feeling valued as part of our school community
We encourage independent thinking
Lifelong learning and high expectations
We challenge ourselves to be all we can be



| Level | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|--|--|-----|-----|---|-----|-----|--|-----|-----|-----|------|
| The aims of this Course are to cover the SQA course requirements for Higher Geography. | Physical Environments – Study of the Atmosphere, Hydrosphere, Lithosphere and the Biosphere. Field Trip to either a coastal, glacial or river location. | | | Human Environments – Study of Population, Rural and Urban environments. | | | Global Issues – Study of River Basin management and Development & Health | | | | |
| | These topics will not necessarily be taught in this order. | | | | | | | | | | |
| Homework | Approximately every week throughout the year after significant periods of learning. | | | | | | | | | | |
| Assessment | Three unit assessments have to be passed as and when topics are taught. Prelim in February. | | | | | | | | | | |

How home can help support learning

Working from home will help to reinforce what is taught in class and if you are interested in the topic it will allow you to go beyond what is taught in class. This will boost your grades.

Useful Websites

BBC Bitesize.
SQA.
Department Glow page and web page.

Additional Information

Admission into this course will require a high C pass at N5 Geography or equivalent. If you want to crash Higher Geography this will be at the Principal Teacher's discretion.

Subject Name: Graphic Communication

S4/5/6 Course Booklet

Co-operation with others
 Respect for all
 Feeling valued as part of our school community
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 Lifelong learning and high expectations
 We challenge ourselves to be all we can be



| Level | Higher National 5 | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|---|---|---|--|----------------|-----|-----|--|-----------------|-------------------|------------------|-----|------|
| The aims of this Course are: To develop skills in Graphic communication techniques | Preliminary Graphics (Sketching and Illustration) | 3D CAD & Production Graphics. (British Standards & Graphics) | Promotional Graphics (Desktop Publishing) | Course Project | | | Drawing Skills (Orthographic & Geometric Drawing) | Prelim Revision | Course Assignment | Exam Preparation | | |
| Homework | Pupils will receive regular homework to reinforce theory covered in class | | | | | | | | | | | |
| Assessment | Pupils continually assessed to ensure they are meeting standards. 36% (33% N5) of overall mark from final assignment and 64% (67% N5) is from written exam. | | | | | | | | | | | |

How home can help support learning

Discuss classwork
 Encourage positive attitude
 Encourage continual practice of skills

Useful Websites

BBC bitesize
SQA.org.uk

Additional Information

Regular Study support is provided within the department.

Subject Name:

Health and Food Technology

S4/5/6 Course Booklet

Co-operation with others
Respect for all
Feeling valued as part of our school community
We encourage independent thinking
Lifelong learning and high expectations
We challenge ourselves to be all we can be



| Level | Nat 5 / Higher | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|--|--|---|-----|-----|--|-----|-----|---|--|-----|-----|------|
| The aims of this Course are To develop knowledge of the relationships between health, food and nutrition To develop the ability to make informed food choices | Unit 1: Food Product Development -functional properties of foods -stages of food product development -developing and testing new food products | Unit 2: Food for Health -nutrition -current dietary advice -dietary requirements of different age groups -diet related conditions | | | Unit 3: Contemporary Food Issues -organic produce -factory farming -food miles -Fairtrade -food additives | | | Revision and practice of exam-style questions | Course Assessment Question Paper-worth 50% of the final mark | | | |
| | | Pupils work on the course assignment- worth 50% of the final mark | | | | | | | | | | |
| Homework | Homework is issued weekly. This will include ongoing work related to the course assignment. | | | | | | | | | | | |
| Assessment | There is a written assessment for each of the three units. There are two parts to the course assessment. An assignment is worth 50 marks and a question paper worth 50 marks | | | | | | | | | | | |

How home can help support learning

- Encourage pupils to access the SQA website to practice past papers
- Ensure that homework is completed
- Check progress of course assignment

Useful Websites

www.sqa.org.uk
www.foodfactoflife.org.uk
www.gov.scot/Topics/Health/Healthy-Living/Food-Health
www.nutrition.org.uk
www.fairtrade.org.uk

Additional Information

Subject Name:

History

S4/5/6 Course Booklet

Co-operation with others
 Respect for all
 Feeling valued as part of our school community
 We encourage independent thinking
 Lifelong learning and high expectations
 We challenge ourselves to be all we can be



| Level | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|--|-------------------------|-----|------------------------|-----|-------------------------|-----|-----------------------------------|-------------------------|--------------|-----|------------------|
| <p>The aims of this Course are:</p> <p>To prepare pupils for Higher or Nat5 SQA exam</p> | Labour Reforms | | Democracy | | Ethnic Minorities | | Prelim Assignment | Boom + Bust New Deal | Civil Rights | | Liberal Reforms |
| | Darien Scheme | | Union with England | | USA Effects of Union | | Successes and weaknesses of Union | Revision | EXAM | | Scotland in 1700 |
| Homework | Essays | | Source Based Questions | | Constant Revision | | | | | | |
| Assessment | End of unit assessments | | Prelim | | | | | | | | |

How home can help support learning

Make sure revision booklets are complete

Useful Websites

BBC- Higher Bitesize

Additional Information

Subject Name:

Hospitality : Cake Craft

S5/6 Course Booklet

Co-operation with others
Respect for all
Feeling valued as part of our school community
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Lifelong learning and high expectations
We challenge ourselves to be all we can be



| Level | June | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|---|--|-----|-----|-----|-----|-----|--------------------------|--|-----|-----|-----|------|
| <p>The aims of this Course are</p> <p>To develop cake baking and cake finishing skills</p> <p>To develop knowledge of food safety and hygiene</p> <p>To develop organisational skills</p> | <p>Unit 1: Cake Baking</p> <ul style="list-style-type: none">-preparing and baking a variety of types of cake-cooling, storing and evaluating baked items-current trends in cake production-safety and hygiene practices-time management skills <p>Unit 2: Cake Finishing</p> <ul style="list-style-type: none">-using appropriate tools to trim and shape cakes-applying fillings and coatings-applying a range of decorating techniques-evaluating the finished cakes | | | | | | Assessment of unit 1 & 2 | Preparation for and completion of the final exam | | | | |
| Homework | Pupils are expected to practice practical skills at home | | | | | | | | | | | |
| Assessment | Both units have a practical assessment. The <u>course assessment</u> is a practical exercise requiring pupils to design, bake and finish a celebration cake. | | | | | | | | | | | |

How home can help support learning

Encourage the development of practical skills through regular practice at home

Useful Websites

www.bbc.co.uk/food/techniques

YouTube : 'how to' clips

Additional Information

Each practical exercise will incur a cost.
Cost will vary depending on item made.

Subject Name:

Hospitality: Practical Cookery

S4/5/6 Course Booklet

Co-operation with others
Respect for all
Feeling valued as part of our school community
We encourage independent thinking
Lifelong learning and high expectations
We challenge ourselves to be all we can be



| Level National 5 | June Aug Sep | Oct Nov Dec | Jan Feb | Mar Apr | May June |
|--|---|---|--|---|----------|
| <p>The aims of this Course are To develop skill and proficiency in the planning, preparation, cooking and serving of a wide range of dishes To develop and understanding of current dietary advice, characteristics of ingredients and awareness of sustainability.</p> | <p>Unit 1: Cookery Skills, Techniques and Processes</p> <ul style="list-style-type: none">-personal and kitchen hygiene-safe use of equipment-preparation techniquesCookery methodsGarnishing and Decorating | <p>Unit 2: Understanding and Using Ingredients</p> <ul style="list-style-type: none">-current and dietary advice-amending recipes to take account of current dietary advice-preparing, cooking and serving healthy options | <p>Unit 3: Organisational Skills For Cooking</p> <ul style="list-style-type: none">-selecting recipes and preparing dishes that are complimentary-evaluating the presentation, taste and texture of dishes and calculating the cost of recipes | <p>Preparation for and completion of the final exam</p> | |
| Homework | There are three written exercises per term. In addition, pupils are expected to practice practical skills at home. | | | | |
| Assessment | Each unit has a practical assessment. The <u>course assessment</u> is a practical exercise requiring pupils to prepare and present 3 dishes in 2.5 hours. | | | | |

How home can help support learning

Encourage the development of practical skills through regular practice at home

Ensure that homework is completed

Useful Websites

www.bbc.co.uk/food/techniques

www.cookeryonline.com/Topics/Methods

Additional Information

Pupils will cook at least twice each week and this will incur a cost.

Subject Name: Mathematics (Higher)

S4/5/6 Course Booklet

Co-operation with others
 Respect for all
 Feeling valued as part of our school community
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 Lifelong learning and high expectations
 We challenge ourselves to be all we can be



| Level | June | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May |
|--|---|---|-----|--|-----|-----|--|-----|-----|-------------------------------|-----|
| The aims of this course are to build on knowledge and understanding carried out at National 5 to lead on to Adv Higher and to apply the skills and reasoning developed to problems based on real-life scenarios. | Polynomials, Trig Functions and Equations | Differentiation, Integration, Further Differentiation and Integration Block 1 Assessment | | Logs and Exponentials, Functions and graphs, Manipulating Trig expressions, Vectors Block 2 Assessment | | | Straight Line Prelim, Optimization and Area Recurrence relations Circles | | | Revision <u>Final Exam</u> | |
| Homework | Homework will usually be distributed on a weekly basis. The pupils will expect to complete the homework task set to a high standard and return on or before the hand in date. | | | | | | | | | | |
| Assessment | Throughout the year, there will be block assessments, a Prelim, and an externally marked exam in May. | | | | | | | | | | |

How home can help support learning

- Ensure that homework is completed on time.
- Encourage pupils revise regularly and see their teacher if they require support.
- Discuss with pupils where maths is used in everyday life. (Rent, mortgages, bills etc)

Useful Websites

<http://craigiehighschool.ea.dundeecity.sch.uk/departments/maths>
<http://www.bbc.co.uk/schools>
<http://www.sqa.org.uk/sqa/45752.html>
<http://www.national5maths.co.uk>

Additional Information

Pupils are encouraged to start revising as early as possible and Study Support can be arranged through the class teacher. It is recommended that each pupil carry his or her own scientific calculator. Presentation for the final exam will depend upon their mark in the prelim as well as having passed all unit outcomes.

Subject Name: Mathematics (National 5)

S4/5/6 Course Booklet

Co-operation with others
Respect for all
Feeling valued as part of our school community
We encourage independent thinking
Lifelong learning and high expectations
We challenge ourselves to be all we can be



| Level | June | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May |
|--|--|---|-----|--|-----|-----|---|-----|-----|---|-----|
| The aims of this Course are to build on knowledge gained in the BGE and N4 to progress to an award at N5 leading on to Higher. Also to apply the skills and reasoning skills developed to problems based on real-life scenarios. | Fractions, Algebra, Volume and Gradient | Circle, Algebraic Fractions, Surds, Indices, Equations, Inequations and Simultaneous Equations | | Straight Line, Similarity, Changing the Subject, Trigonometric Graphs, Trigonometric Equations, Pythagoras, Quadratic Equations and Graphs. | | | Percentages, Trigonometry, Prelim Revision, Statistics, Line of Best Fit & Vectors | | | Revision <u>Final Exam</u> | |
| Homework/ Assessment | Homework will usually be distributed on a weekly basis. The pupils will expect to complete the homework task set to a high standard and return on or before the hand in date. Internal Assessment will take place at regular periods throughout the course to ensure pupil is on track. | | | | | | | | | | |

How home can help support learning

- Ensure that homework is completed on time.
- Encourage pupils revise regularly and see their teacher if they require support.
- Discuss with pupils where maths is used in everyday life. (Rent, mortgages, bills etc)

Useful Websites

<http://craigiehighschool.ea.dundeecity.sch.uk/departments/maths>
<http://www.bbc.co.uk/schools>
<http://www.sqa.org.uk/sqa/45752.html>
<http://www.national5maths.co.uk>

Additional Information

Pupils are encouraged to start revising as early as possible and Study Support can be arranged through the class teacher. It is recommended that each pupil carry his or her own scientific calculator. Presentation for the final exam will depend upon their mark in the prelim as well as having passed all unit outcomes.

Subject Name: Modern Studies

S4/5/6 Course
Booklet

Co-operation with others
Respect for all
Feeling valued as part of our school community
We encourage independent thinking
Lifelong learning and high expectations
We challenge ourselves to be all we can be



| Level | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|---|---|-----|-----|---|-----|-----|---|-----|-----|-----|------|
| <p>The aims of this Course are: To understand political, Constitutional and legal Arrangements within Democratic societies. To understand how Socio-economic issues Are addressed at home & abroad.</p> | <p><u>International Issues/World Power</u> Develop an understanding Of the political process within a world Power (South Africa) Raise awareness of social & economic Issues & strategies used to address them.</p> | | | <p><u>Democracy in Scotland & The UK</u> Develop an understanding of the role, function & power of the Scottish Parliament Raise awareness of the ideology in the formulation of party policies and govt decision making To appreciate the role of evidence in supporting political decision making</p> | | | <p><u>Social Issues – Health & Wealth</u> Develop understanding of types & social Inequality and their consequences. Assess the effectiveness of attempts to reduce inequalities.</p> | | | | |
| Homework | On going activities to enhance Understanding & apply skills | | | Research activities associated with project investigation. | | | On-going items focussed on exam technique & preparation. | | | | |
| Assessment | As required by the SQA. Internal Assessments for each unit. Added Value/assignment for external assessments. | | | | | | | | | | |

How home can help support learning

Encouragement to read a quality newspaper

Discuss current affairs issues

Use digital media to enhance subject knowledge

Participate in the work of a community organisation or agency

Useful Websites

BBC bitesize revision

Modernity Scotland


Quality Newspapers

Modern Studies Channel on youtube


Dept. Twitter Page

Additional Information

The course requires the production of an investigation project. An early start to topic selection is recommended for planning & preparation purposes.

| | | | | | | | | | | | |
|--|---|------------------------------|---------|--|------------------------|--|-------------------------------------|---|---|-----|---------------|
| Subject Name: Music | | S4/5/6 Course Booklet | | Co-operation with others Respect for all Feeling valued as part of our school community We encourage independent thinking Lifelong learning and high expectations We challenge ourselves to be all we can be | | | |  | | | |
| Level: Higher | June | Aug | Sep | Oct | Nov | Dec | Jan | Feb | March | Apr | May |
| Aims of the course are: | | | | | | | | | | | |
| Performing: Develop performing skills in solo and/or group settings on their selected instruments or on one instrument and voice. | Ongoing formative, peer and self assessment as candidates prepare for 12 minute performance exam. | | | | | Performance prelim followed immediately by preparation for final SQA performance exam (mid Feb – end of March) | | | Final performance exam (mid Feb – end of March) | | |
| Understanding Music: Broaden their knowledge and understanding of music and musical literacy by listening to music and identifying a range of music signs, and concepts. | Early and Renaissance | | Baroque | | Classical and Romantic | | 20 th C UM prelim | | Preparation for final UM exam in May. | | Final UM exam |
| Composing: Create original music using compositional methods and music concepts when composing. | Candidates work through set tasks in order to complete their composition and related assignment by December. This is externally marked. | | | | | | | | | | |
| Homework | Regular instrumental or vocal practice in department or at home, concept and Music literacy tasks, composition tasks. | | | | | | | | | | |
| Assessment: Question paper: 40 marks (35%) – May exam Assignment: 30 marks (15%) – Externally marked Performance: 60 marks (50%) – Visiting assessor | | | | | | | | | | | |
| How home can help support learning | | | | Useful Websites | | | | Additional Information | | | |
| Encourage instrument/voice practise Encourage listening to a wide range of styles Listen to performances | | | | http://www.ataea.co.uk/ https://www.bbc.com/education/subjects/z8hv9j6 http://mymusiconline.co.uk/higher http://jm-education.com/page17.html | | | | In addition to technical musical skills pupils will also have picked up some invaluable transferable skills such as communication skills, calmness under pressure and the ability to reflect critically. Solo performance is connected to self-esteem. Pupils learn to reach for their very best. Music enhances memory. Music helps students transfer study, cognitive and communication skills from subject to subject, particularly Maths and Languages. Music increases problem solving, logic and thinking skills like analysis, evaluation and organisation of ideas. Music boosts independent and creative thinking. | | | |

If you are keen to consider taking Music and/or Drama in S5 and S6 then read on. If you are already known in the department, you may already know what course you will be taking and at what level. However maybe there are some of you who have not been in the department since S2 or S3 are might be keen to develop skills and interests in the performing arts. In 2021/2022 we will be offering full N4-AH courses as well as full performing related NPA, so if you are keen to come to the department, we can match the right course/level/unit to you. Please email Mrs MacKay in the first instance if you would like more information.

| | | | | | | | | | | | |
|--|---|------------------------------|---------|--|------------------------|--|-------------------------------------|---|---|-----|---------------|
| Subject Name: Music | | S4/5/6 Course Booklet | | Co-operation with others Respect for all Feeling valued as part of our school community We encourage independent thinking Lifelong learning and high expectations We challenge ourselves to be all we can be | | | |  | | | |
| Level: N5 | June | Aug | Sep | Oct | Nov | Dec | Jan | Feb | March | Apr | May |
| Aims of the course are: | | | | | | | | | | | |
| Performing: Develop performing skills in solo and/or group settings on their selected instruments or on one instrument and voice. | Ongoing formative, peer and self assessment as candidates prepare for 8 minute performance exam. | | | | | Performance prelim followed immediately by preparation for final SQA performance exam (mid Feb – end of March) | | | Final performance exam (mid Feb – end of March) | | |
| Understanding Music: Broaden their knowledge and understanding of music and musical literacy by listening to music and identifying a range of music signs, and concepts. | Scottish | | Baroque | | Classical and Romantic | | 20 th C UM prelim | | Preparation for final UM exam in May. | | Final UM exam |
| Composing: Create original music using compositional methods and music concepts when composing. | Candidates work through set tasks in order to complete their composition and related assignment by December. This is externally marked. | | | | | | | | | | |
| Homework | Regular instrumental or vocal practice in department or at home, concept and Music literacy tasks, composition tasks. | | | | | | | | | | |
| Assessment: Question paper: 40 marks (35%) – May exam Assignment: 30 marks (15%) – Externally marked Performance: 60 marks (50%) – Visiting assessor | | | | | | | | | | | |
| How home can help support learning | | | | Useful Websites | | | | Additional Information | | | |
| Encourage instrument/voice practise Encourage listening to a wide range of styles Listen to performances | | | | http://www.ataea.co.uk/ https://www.bbc.com/education/subjects/z8hv9j6 http://mymusiconline.co.uk/higher http://jm-education.com/page17.html | | | | In addition to technical musical skills pupils will also have picked up some invaluable transferable skills such as communication skills, calmness under pressure and the ability to reflect critically. Solo performance is connected to self-esteem. Pupils learn to reach for their very best. Music enhances memory. Music helps students transfer study, cognitive and communication skills from subject to subject, particularly Maths and Languages. Music increases problem solving, logic and thinking skills like analysis, evaluation and organisation of ideas. Music boosts independent and creative thinking. | | | |

If you are keen to consider taking Music and/or Drama in S5 and S6 then read on. If you are already known in the department, you may already know what course you will be taking and at what level. However maybe there are some of you who have not been in the department since S2 or S3 are might be keen to develop skills and interests in the performing arts. In 2021/2022 we will be offering full N4-AH courses as well as full performing related NPA, so if you are keen to come to the department, we can match the right course/level/unit to you. Please email Mrs MacKay in the first instance if you would like more information.

Subject Name: **PC Passport**

S4/5/6 Course Booklet

Co-operation with others
 Respect for all
 Feeling valued as part of our school community
 We encourage independent thinking
 Lifelong learning and high expectations
 We challenge ourselves to be all we can be



| Level 5 / Level 6 | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|---|---|-----|-----|---|-----|---|-----|---|--|----------------------|--|
| The aims of this Course are to give pupils the relevant skills and confidence to equip them to enter further education / higher education and the current job market | Web Apps: Word Processing Pupils will gain the practical experience in the use of routine features of a word processing package. They will be able to create a document from a given brief. Pupils will complete a NAB theory test and a practical assessment. | | | | | Web Apps: Spreadsheets Pupils will be able to describe and carryout the basic functions of a spreadsheet. The knowledge and skills they gain will help them complete practical assessments. Pupils will complete a NAB theory test and a practical assessment. | | | Complete outstanding work from 3 units | Skills project tasks | Skills Activities – Gives pupils the chance to refresh their IT Skills |
| | | | | Web Apps: Presentations Pupils will create a routine presentation and make use of media elements. They will be able to describe basic functions of presentation software. Pupils will complete a NAB theory test and a practical assessment. | | | | | | | |
| Homework | Homework is issued once per topic and is a valuable tool for pupils to consolidate their skills and knowledge. | | | | | | | | | | |
| Assessment | Pupils are assessed throughout the course through a variety of practical and theory activities. Pupils must complete all outcomes of each unit to gain the unit award and complete all units to gain the course award. There is no final exam for this course. | | | | | | | | | | |
| How home can help support learning <ul style="list-style-type: none"> • Discuss classwork at home • Encourage positive working attitudes • Ensure homework is completed to a high standard and handed in on time • Encourage pupils to read course notes at home • Encourage pupils to study for end of unit assessments by using course notes and accessing materials from 'useful websites' | | | | Useful Websites BBC Bite size http://www.bbc.co.uk/schools/gcse/bitesize/ict/ | | | | Additional Information To help pupils prepare for assessments they are issued with – <ul style="list-style-type: none"> • Theory notes • Revision notes • Practical notes for the application they are being assessed on. Computing study club runs as required – see teacher for details | | | |

Subject:

Physical Education Nat 5/Higher

S4/5/6 Course Booklet

Co-operation with others
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Lifelong learning and high expectations
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| Level | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | |
|--|--|-----|-----|--|-----|-----|-----|--|-----|------------------------|------|--|
| The aims of this Course are to develop your physical movement and performance skills. This will be done through a range of activities such as team and individual games and fitness related activities. You will learn how to plan, develop and reflect on your performance. | Performance -You will develop a broad and comprehensive range of movement skills in two activities. You will have to adapt and apply these skills in challenging context (game situations). You will practise to perform these skills consistently, with precision, control and fluency of movement. You will learn how to respond to and meet the demands of performance in a safe and effective way. FIPs -You will consider how mental, emotional, social, and physical factors can influence effectiveness of your performance. You will learn how to respond to and meet the demands of performance in a safe and effective way. To help with this you will need to develop knowledge and understanding of a range of approaches for enhancing performance. You will then select and apply these factors that impact on your personal performance. In your assignment you will need to create development plans. You will have to monitor your development programme and justify decisions relating to future personal development needs. | | | | | | | Both courses require you take part in a one-off performance. You will need to plan for this event and the review your planning and performance in the event. Nat 5 – Your personal portfolio on your PDP will be completed for submission to SQA. Higher – External exam set by SQA applying knowledge in a real life scenario of a challenging situation. | | | | |
| Homework | Homework is issued weekly in the Higher course and monthly in the Nat 5 course | | | | | | | | | | | |
| Assessment | Sept/Oct – Outcome 1 | | | Dec-Jan – LO2 Personal development programme | | | | Feb – prelim | | March -Nat 5 portfolio | | |

How home can help support learning:

Discuss classwork at home

Encourage involvement in sports clubs outside school

Ensure that all homework is completed and returned on time.

Discuss progress in Personal Development Programme

Useful Websites:

SQA/jargonbuster

YouTube

NQ resource site

Additional Information:

A healthy diet and rest are desirable

Clean functional PE kit is essential

Fitness work outside of school is beneficial

Involvement in extra-curricular or a sports club will help develop your performance

Subject Name: Philosophy (National 5/Higher)

S4/5/6 Course Booklet

Co-operation with others
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| Level | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|---|---|-----|--|-----|-----|--|-----|-----|-----|-----|------|
| The aims of this Course are: To develop learners' knowledge and understanding of philosophy and their analytical, evaluative and critical thinking skills. | Unit 1 : Arguments in Action (Every Tuesday Double Period) | | Coursework/Assignment (Every Tuesday Double Period) | | | Essay Writing (Every Tuesday Double Period) | | | | | |
| | Unit 2: Moral Philosophy (Utilitarianism Kant) | | Unit 3: Knowledge and Doubt (Descartes Hume) | | | Revision and Exam Practice | | | | | |
| Homework | Pupils will be given a homework pack at the beginning of the course. There will be one task issued per week, which will be Either academic reading, an essay or a short task relating to the course to consolidate learning and prepare for coursework. | | | | | | | | | | |
| Assessment | Pupils will be assessed throughout the units of work, completing an assessment booklet for each unit, which is open book. The final assessment is an exam (70%) and a coursework essay (30%) which is to be submitted in April. | | | | | | | | | | |

How home can help support learning

Pupils must ensure they complete any homework due. Homework is to be completed for every Monday, and pupils have a checklist with deadlines.

Pupils must catch up on any work missed through absence.

Pupils should be encouraged to read around the subject, engage in philosophical debate and enquiry, through reading, watching relevant films, or analysing arguments found in the news.

Useful Websites

www.sqa.org.uk website for Course information, assessment info and past papers. The Philosophy page can be found at:
<http://www.sqa.org.uk/sqa/45748.html>

Spark notes is also a good website to help analyse classic philosophical texts.

Additional Information

Pupils are recommended to read 'Sophie's World' as an introduction to Philosophy.

Study support is available at lunchtimes and after school.

Subject Name: Physics

S4/5/6 Course Booklet

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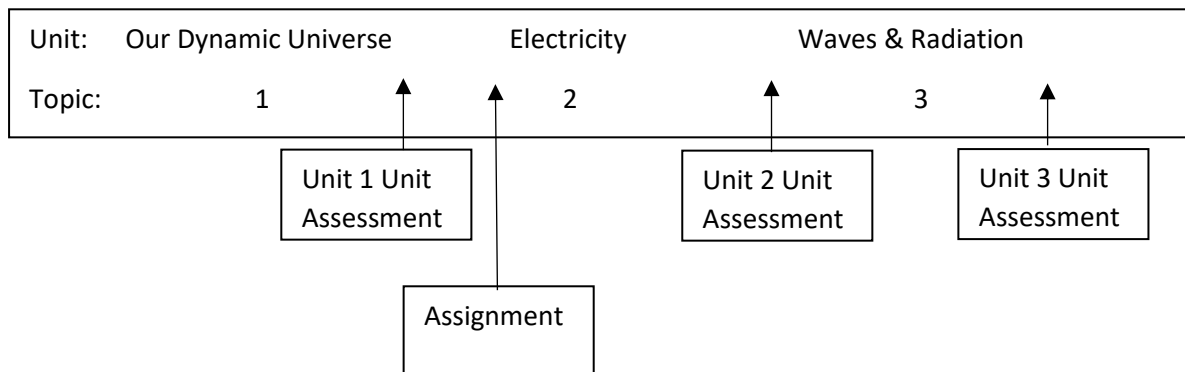


Level: Higher

The aims of this Course are to:

- develop knowledge from National 5 outcomes in S4 to further understand physics concepts in familiar and unfamiliar contexts.
- develop analytical thinking and investigative skills through completion of practical activities and solving problems related to physics in society.
- become familiar with the use of scientific equipment such as data loggers, timing interfaces and electrical meters.
- develop an appreciation for the subject at this level with a view to further study in physics at Advanced Higher level, college or university.

June Aug Sep Oct Nov Dec Jan Feb Mar Apr May



Homework Homework will be issued as progress through the course dictates. This is usually on a weekly basis. Homework can be completed on paper or online.

Assessment The physics course includes three unit assessments to assess knowledge (outcome 2.1) and problem solving skills (outcome 2.2). Candidates are allowed one additional unit assessment in the event they do not pass their first assessment for a unit of work. Candidates' research, investigative, practical and reporting skills will also be assessed (outcome 1). Candidates will then produce a final assignment report linking their research and practical investigation findings. This assignment, which is worth 20% of the final grade, is then submitted for external assessment by the SQA.

How home can help support learning

Homework should be completed with encouragement from parents/carers.

Parents and carers play an important role in ensuring appropriate effort is made with homework including consolidation of work when marked homework is returned.

Encourage pupils to attend study support.

Useful websites

BBC Bitesize

SQA past papers

Additional Information

Pupils will have the option to complete their homework on an electronic device using OneNote software. Parents are asked to encourage pupils to submit homework by this method wherever possible.

Subject Name: Practical Metalworking

S4/5/6 Course
Booklet

Co-operation with others
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Lifelong learning and high expectations
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| Level | Higher National 5 | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | |
|-------|---|---|-----|-----|-----|-----|-----|--------|------------------|-----|----------------------------|------|--|
| | The aims of this Course are: To provide opportunity for learners to develop a range of metalworking skills. | <ul style="list-style-type: none"> •metalworking hand skills including bench-fitting work, routine sheet-metal work, measuring and marking-out. •setting up and using common metalwork machines & equipment. •fabrication, forming and joining (including thermal) of metalwork components. •the use of precision instruments and tools. •reading and interpreting simple drawings and diagrams. | | | | | | Prelim | Final Assignment | | Preparation for Final Exam | | |
| | Homework | Regular Homework will be given to support the Theory gained in the workshop. | | | | | | | | | | | |
| | Assessment | Pupils continually assessed to ensure they are meeting standards. 70% of overall mark from assignment and 30% from exam. | | | | | | | | | | | |

How home can help support learning

Discussion of tools and processes
Discuss classwork
Encourage positive attitude

Useful Websites

Technologystudent.com
BBC bitesize
SQA.org.uk

Additional Information

Regular Study support is provided within the department.

Subject Name: Practical Woodworking

S4/5/6 Course Booklet

Co-operation with others
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| Level | Higher National 5 | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|---|--|-----|-----|-----|-----|-----|--------|------------------|-----|----------------------------|-----|------|
| The aims of course are to develop skills in woodworking techniques. | <p>Students will be expected to complete 3 units of work:</p> <ul style="list-style-type: none"> · Practical Woodworking: Flat-frame Construction · Practical Woodworking: Carcase Construction · Practical Woodworking: Machining and Finishing <p>It provides opportunities to develop and enhance practical creativity, practical problem-solving skills, an appreciation of safe working practices in a workshop environment, and an understanding of sustainability issues in a practical woodworking context.</p> | | | | | | Prelim | Final Assignment | | Preparation for Final Exam | | |
| Homework | Regular Homework will be given to support the Theory gained in the workshop. | | | | | | | | | | | |
| Assessment | Pupils continually assessed to ensure they are meeting standards. 70% of overall mark from assignment and 30% from exam. | | | | | | | | | | | |

How home can help support learning

Discussion of tools and processes
 Discuss classwork
 Encourage positive attitude

Useful Websites

Technologystudent.com
 BBC bitesize
 SQA.org.uk

Additional Information

Regular Study support is provided within the department.

Subject Name: Sociology

S5/6 Course Booklet

Co-operation with others
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| Level | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | |
|--|--|-----|-----|---|-----|-----|---|-----|-----|-----|------|--|
| The aims of this Course are: Examines the role Of individuals & Groups within Society | <p><u>Culture & Identity</u> -Investigates the culture & Identity of different groups In society. -Examines the range of Sub-cultures & the role Of the media</p> | | | <p><u>Social Issues</u> -Investigates Social Mobility & the range of factors which Contribute. -Examines the impact of class & gender on educational performance. -Explains inequality using different theories</p> | | | <p><u>Studying Human Society</u> -Explains the range of research techniques used by sociologists – Examines the scientific nature of sociological research -Applies sociological research & Theories to real life situations.</p> | | | | | |
| Homework | Ongoing activities to enhance Understanding & application of skills | | | Theories Research activities as relevant | | | Ongoing items focussed on exam technique | | | | | |
| Assessment | As required by SQA, Internal unit assessments, added value assignment | | | | | | | | | | | |

How home can help support learning

- Encouragement to read a quality newspaper
- Discuss current affairs issues
- Use digital media to enhance subject knowledge
- Participate in the work of a community organisation or agency

Useful Websites

- Twynham Sociology
- Sociology Podcasts
- Sociology.ORG
- Dept. Twitter Page

Additional Information

The course requires the production of an investigation project. An early start to topic selection is recommended for planning & preparation purposes.

Travel and Tourism

Level Offered - National 4 and 5.



Entry Requirements – There are no entrance requirements. This course is aimed at those who have an interest in working in the travel and tourism industry and have possibly gone as far as they can in a particular subject and are unlikely to achieve a higher in that subject. Just elect to take Geography on the course choice form and you will go into the T&T class.

Content of course – The course is split into 4 sections;

Scotland - This unit will enable learners to develop their knowledge, in relation to travel and tourism in Scotland, and the skills required to meet the needs of customers.

Employability - The general aim of this unit is to enable learners to develop skills to become effective job seekers and employees in the Travel and Tourism industry.

Customer Service - This unit will allow learners to develop their communication skills through promoting products and services and dealing with customer services.

UK and Worldwide - This unit will enable pupils to develop their knowledge, in relation to Travel and Tourism in the UK and overseas.

Assessment - The course is assessed internally by passing the units through a series of outcomes and through continual assessment. **There is no final exam.**

Career Relevance - This is a vocational based course and is focussed on those who want to work directly within travel and tourism sector at home or abroad. There is a wide variety of jobs available from working as a travel agent to a holiday representative in a foreign country, the world really is your oyster!

Updated February 2021