

ACCOUNTING AND FINANCE - STANDARD GRADE

What are the main aims of the subject?

The course aims to develop an appreciation of accounting and finance to industry and commerce.

Which topic areas will be covered in S3?

Personal finance, sole trader, final accounts (trading, profit and loss and balance sheet), income and expenditure accounts, depreciation, bank reconciliation.

Which skills are taught?

Skills required to prepare, present and analyse final accounts and other financial statements, and to use those skills in the context of decision making, planning and control. Use is made of computers and spreadsheets. It is essential that pupils are comfortable working with numbers. Any pupil who is not doing Maths at General/Credit is advised not to choose this subject. However any pupil who is particularly good at Maths and enjoys problem solving should consider taking this subject.

What type of Assessment is used?

Knowledge and Understanding and Handling Information assessments at the end of a unit or part of a unit. In S4 there is a full-scale estimate and examination in Handling Information and Knowledge and Information.

There is also a Project called Practical Abilities.

What kind of homework is given?

Usually finishing off work or attempting the next question.

After S Grade how can pupils continue with the subject?

Pupils who gain grade 1 or 2 at Standard Grade may do Higher Accounting and Finance.

Pupils who gain grade 3 or 4 may follow an Intermediate 2 course.

Which careers might benefit from a knowledge of the subject?

Any career associated with finance, banking, insurance, building society or any branch of business. Accounting can be pursued at various levels; HNC, HND, Degree or through the certified Accounting Bodies using day release while working.

Pupils who choose Accounting and Business Management will find they “fit together” well and provide the groundwork either for work after leaving school or as good Highers or degree course potential.

ADMINISTRATION - STANDARD GRADE

What are the main aims of the subject?

To develop a range of knowledge and transferable skills with the application of new business technologies.

The two main areas; Administrative Support and Information and Communications Technology cover the skills and techniques required to support business administration through the use of a variety of business software applications.

Which topic areas will be covered in S3?

Structure of a Business Organisation, The Working Environment, Storage and Retrieval of Information, Reprographics, Communications, Databases, Spreadsheets, Word Processing.

Which skills are taught?

Producing a variety of business documents, letters, reports, itineraries, database, spreadsheets, electronic sources, E-mail, Internet, electronic diary. Investigating the structure of a Business Organisation and the functions of different departments.

What type of Assessment is used?

Practical Abilities – throughout the course pupils are provided with learning experiences which will enable them to develop their knowledge and understanding of administrative support and ICT.

Knowledge and Understanding – assessments at the end of a unit. In S4 there is a full-scale estimate and examination of both and a project on Practical Abilities to complete within 20 hours.

What kind of homework is given?

Extension Work. Task completion of Knowledge and Understanding, question booklets.

After S Grade how can pupils continue with the subject?

Pupils who gain grade 1 or 2 at Standard Grade may do Higher Administration which is acceptable for University courses. Pupils who gain grade 3 or 4 may follow an Intermediate 2 course.

Which careers might benefit from a knowledge of the subject?

Any career associated with business, finance, management or marketing.

Any additional information which might be necessary

Administration is a growth area. There are many courses available at college and University. The content reflects the change towards Databases and Spreadsheets with the growth of the importance of Information and Communication Technology.

ART AND DESIGN - STANDARD GRADE

What are the main aims of the subject?

To increase pupils' awareness of their world and to enable them to be perceptive, imaginative and creative. To provide opportunities for individual personal expression while exploring a wide range of skills, media and processes. To develop an inquiring mind and to build self-confidence.

Which Topic areas will be covered in S3?

Pupils will cover work in the design and expressive areas and will produce critical essays related to artists and designers who have worked in similar areas. Work will be related to each pupil's own experience in Design: issues, a poster unit, surface decoration, a packaging unit and jewellery. In Expressive: the built environment, Old Aberdeen, portraits and surrealism.

Which skills are taught?

Drawing, painting, 3D construction and sketching in a variety of media. Solving problems through the design process. Evaluating their work. Being encouraged to think creatively and produce work of an individual and unique nature. Learning to express opinions about art and design using appropriate vocabulary.

What type of Assessment is used?

Continuous assessment to identify strengths and areas requiring development. For the final exam pupils must produce a design folio, a critical piece of writing on expressive art work and an aspect of design and sit a one-day expressive exam.

What kind of homework is given?

Homework is varied. Written and practical assignments are given and homework plays an important and integral part of the coursework.

After S Grade how can pupils continue with the subject?

A range of courses will be available from Higher Still.

Which careers might benefit from a knowledge of the subject?

Graphic design, engineering design, exhibition design, window display, hairdressing, fashion, product design, lecturing, teaching, television, architecture and any career where imagination and creativity are of value.

Any additional information which might be necessary

The department is happy to accept pupils of all abilities who are willing to work hard and show enthusiasm for the subject. Success is dependent on commitment.

ART AND DESIGN

What are the main aims of the course?

To enable pupils to gain an understanding of various skills and techniques in either design or expressive art. They will be able to use a design process to solve a problem or be able to express ideas and feelings through expressive art. To enable pupils to gain a knowledge and understanding of various construction techniques using clay or other media; to enable them to create three dimensional sculptural forms based on man made and natural forms.

What are the main topic areas?

Working from a specific design brief they will produce a two dimensional graphic design or working from a specific theme they will produce an expressive outcome. Pupils will also work with ceramics and/or other constructions using other media.

How is the course assessed?

Internal assessment with external moderation.
A sample of work is sent off to the moderator.

How will pupils benefit from this course?

They will gain confidence through their ability to use a design process to solve a problem. They will gain confidence through their ability to express ideas and feelings.

Who is eligible to follow this short course?

All pupils in S3 and S4.

Any additional information which is necessary

This course requires a good level of commitment from pupils who are willing to meet the deadlines and requirements of the course.

**ASDAN COURSES – BRONZE/SILVER AWARD
(EQUIVALENT TO ACCESS 3/INTERMEDIATE 1)
(ACCREDITED SKILLS DEVELOPMENT AND ACHIEVEMENT NETWORK)**

“ASDAN is an educational charity that runs a number of programmes and awards for those of all abilities. Developed and managed by teachers, these programmes offer awards at various levels and provide the opportunity for activities to be undertaken to support academic study, and give formal recognition to many other activities that are relevant to personal development. The emphasis is very much on developing those skills and qualities that employers and higher education tutors as well as young people, parents and teachers regard as important practical attributes.”

The ASDAN course is by invitation only.

What are the main aims of the subject?

To raise self-esteem by improving literacy and numeracy in a relevant context.

Which topic areas will be covered in S3?

- Outdoor activities
- Arts and crafts
- Community projects
- Healthy living

Which skills are taught?

- Core language skills.
- Personal development, social skills, co-operating with others, learning about taking responsibility for themselves.

What type of Assessment is used?

National qualifications within ASDAN framework.

What kind of homework is given?

Research and catch up.

BIOLOGY - STANDARD GRADE (Credit and General ONLY)

What are the main aims of the subject?

To inform pupils about the process of plants and animals and so increase the Knowledge and Understanding, Problem Solving and Practical Skills of each pupil and to encourage all pupils to be more aware of the significant impact Biology has on their everyday lives.

Which topic areas will be covered in S3?

Each pupil is issued with a copy of the Standard Grade course timeline for their own use and one copy for parents to keep and refer to when needed. Biosphere, Animal Survival, Cells and World of Plants.

Which skills are taught?

Problem solving (graph drawing, graph interpretation, calculating average and percentage). Practical abilities and techniques.

What type of Assessment is used?

Short tests at the end of each sub-topic and end of topic tests covering Knowledge and Understanding and Problem Solving areas. Scores are sent home for parental information, recorded on a database and used for pupil tracking and target setting.

Checking a pupil's ability to design experiments and the skills for carrying out practical work is ongoing throughout the two years of the course.

What kind of homework is given?

Formal assessment homework is assigned throughout each sub-topic and scores recorded on a database to aid pupil tracking. Pupils have one week to complete this homework. Individual differentiated homework is also noted in the Pupil Planner on a regular basis.

After S Grade how can pupils continue with the subject?

If a pupil gains a pass at Grade 3 or 4 (General) then the most suitable course would be Intermediate 2 Biology.

If a pupil gains a pass at Grade 1 or 2 (Credit) then the most suitable course would be Human Biology Higher.

Which careers might benefit from a knowledge of the subject?

Medicine, nursing, pharmacy, agriculture, veterinary, beautician, biotechnology and industrial processes such as baking, brewing etc.

BUSINESS ENTERPRISE – INTERMEDIATE 1

- Develop core skills in ICT by providing practical hands-on experience and promoting skills in communication – Using a Keyboard and using a computer.
- Promote personal and interpersonal skills by working on as project as part of a group and independently.
- Develop practical business enterprise skills with support and guidance – Working in a Business Enterprise. Organising and running a profit making enterprise.
- Develop planning skills
- Provide a basis for progression to Int 1 unit (It for Administrators)
- Personal Finance.

BUSINESS MANAGEMENT - STANDARD GRADE

What are the main aims of the subject?

The course aims to develop skills and knowledge which will allow pupils to access, understand and contribute to the dynamic and complex business and education environment.

Which topic areas will be covered in S3?

The 4 areas of study are Marketing, Human Resources, Operations and Finance. Students will investigate what businesses do, why they exist and how they are organised, how they start, how they grow and how they fail.

Which skills are taught?

The course will develop decision-making skills used in business-gathering, processing and evaluating information, using it correctly and making valid judgements and conclusions. Students will be expected to participate in business simulations, applying business techniques in a variety of contexts and accessing real-life business enterprises for information. Use will be made of IT where appropriate e.g. spreadsheets in finance. The project involves extensive use of Business @ Work on CD Rom. This is a course with a heavy emphasis on reading and pupils must be able to display excellent writing skills. An ability to work with numbers and intangible concepts is also essential. This is a very demanding subject where analytical skills are essential.

What type of Assessment is used?

There are three assessable elements – Knowledge and Understanding, Decision Making and Practical Abilities – CD Rom Project.

What kind of homework is given?

Usually finishing off work or attempting a question, reading ahead analysing reports etc.

After S Grade how can pupils continue with the subject?

Higher Business Management. Pupils who gain grade 1 or 2 may do Higher. Pupils who gain grade 3 or 4 may follow an Intermediate 2 course.

Which careers might benefit from a knowledge of the subject?

This is the fastest growing subject nationally. Any pupil considering a career in business either post school or as a graduate would have an excellent head start, especially if combined with Accounting and Finance.

CHEMISTRY - STANDARD GRADE (Credit and General Only)

What are the main aims of the subject?

To make students aware of the applications of chemistry/science in everyday life and to provide a base for further study or training for work.

Which topic areas will be covered in S3?

- 1) Chemical reactions and what affects their speed.
- 2) Atoms and their periodic table
- 3) How atoms combine (formula writing and equations)
- 4) Fuels and molecules from oil
- 5) Properties of substances

Which skills are taught?

- 1) Problem solving; selecting information, presenting information, concluding and explaining, predicting and generalising.
- 2) Practical Abilities; techniques in chemistry and investigations.

What type of Assessment is used?

Knowledge and understanding and problem solving. End of topic tests. Topics are grouped (e.g. 1 – 3) Homework. Investigations and Practical Techniques' assessments.

What kind of homework is given?

Knowledge and understanding, problem solving, chemical calculations, completion of notes from classwork.

After S Grade how can pupils continue with the subject?

If a pupil gains a pass at Grade 3 or 4 – Intermediate 2
S Grade 1 or 2 or Intermediate 2 – Higher Chemistry

Which careers might benefit from a knowledge of the subject?

Medicine, engineering, oil industry careers, fire service, water service and any job where you come in contact with chemical hazards.

Any additional information which might be necessary

Chemistry is all around us in modern life, ranging from chemicals in food to the materials in clothes, to building materials. A basic understanding of chemistry will give an appreciation of how these materials behave and therefore provide an insight into possible dangers.

**CITIZENSHIP – BRONZE/SILVER AWARD
(EQUIVALENT TO ACCESS 3/INTERMEDIATE 1)**

What are the main aims of the course?

- To complete the Youth Achievement Award
- To promote respect for others
- To make informed choices and decisions
- To encourage participation in the community
- To gain the skills to complete tasks independently
- To become successful learners, confident individuals, responsible citizens and effective contributors.

What topic areas will be covered?

Various depending on the challenges tackled.

What skills are taught?

- Decision making
- Co-operating with others
- Evaluation
- Language and numeracy.
- Responsibility

What type of assessment is used?

The completion of challenges in accordance with Youth Achievement Award guidelines.

What kind of homework is given?

Research and evidence gathering.

Progression?

Through the Youth Achievement Award – Silver, Gold and Platinum.

COMPUTING STUDIES - STANDARD GRADE

What are the main aims of the subject?

To develop in pupils a knowledge and understanding of the uses of computers, how they operate and their effect on society. To develop pupils' practical skills in the use of computers and computer software and to enable them to solve problems.

Which topic areas will be covered?

Computer Applications
General Purpose Packages
Industrial Applications
Computer Systems
Folio Work

Which skills are taught?

Practical skills in the use of general purpose packages such as word processing, spreadsheets, databases and graphics. Pupils also consider industrial and commercial applications of computers. Programming skills are taught in S4.

What type of Assessment is used?

Assessments of Knowledge and Understanding and Problem Solving are covered in the final written exam and count for 60% of the final grade.

Assessments of Practical Abilities are given through folio work. 5 pieces of folio work are required to be completed including 2 practical abilities tasks, 1 project and 2 programming tasks. This is assessed continuously through S3 and S4. The folio counts for 40% of the final grade.

End of topic written tests are given throughout the course. There will also be a written exam at the end of S3.

What kind of homework is given?

Pupils will have a homework booklet from which homework will be given at least once per week. Pupils will also have 2 revision booklets which will be kept at home and pupils will be expected to use them to review work covered in class, revise for tests and for homework purposes. Homework is very important and pupils are expected to complete it and hand it in on time.

After S Grade how can pupils continue with the subject?

Pupils who gain a 1 or 2 at Standard Grade can take Higher Computing. Those who gain a 3 or 4 may do Intermediate 2 Computing.

Which careers might benefit from knowledge of the subject?

All careers today involve using computers to some extent. Students can also continue their studies at college or university to enable them to follow a career as a programmer, systems analyst, database administrator, teacher etc.

Any additional information which might be necessary

Folio work to assess Practical Abilities will begin as soon as pupils enter S3. Folio work should all be completed by January in S4.

COMPUTING STUDIES - INTERMEDIATE 1

What are the main aims of the subject?

- knowledge and understanding of information technology concepts
- practical skills in the use of computer hardware and software
- ability to solve problems by applying knowledge, understanding and practical skills
- awareness of the professional, social, ethical and legal implications of IT
- ability to communicate IT concepts clearly and concisely using appropriate terminology
- interest, confidence and enjoyment in the use of computer hardware and software

Which topic areas will be covered?

Computer Applications
Multimedia Applications
Computers and the Internet

Which skills are taught?

Practical skills in the use of General Purpose Packages including word processing, spreadsheets, databases, graphics and multimedia. Knowledge and Understanding of many areas of computer applications, technological development and progress; social, professional, ethical and legal implications; the relationship between software and hardware; computing terminology; problem solving skills; system development process.

What type of Assessment are used?

A written exam is held at the end of the course which will account for 60% of the final grade. A practical coursework is internally assessed and will account for 40% of the final grade. Each unit has two internal assessments, a short written test and a practical task. These give a pass or fail grade.

What kind of homework is given?

Homework will be given once a week to review work covered in class and to give additional written tasks.

After INT 1 Grade how can pupils continue with the subject?

Pupils who pass this course can go on to study Intermediate 2 Computing.

Which careers might benefit from knowledge of the subject?

All careers today involve using computers to some extent. Any career would benefit from this course including data processor, secretary, help desk worker, telesales, teacher etc.

Any additional information which might be necessary?

Although this course has a lot of practical work the written work is equally important. The coursework must be completed by December in S4.

CRAFT AND DESIGN - STANDARD GRADE

What are the main aims of the subject?

1. To enable pupils to design and construct models in wood, metal and plastic, or in any combination of the three.
2. To increase a pupil's awareness of the design aspects within all objects in society.
3. To develop skills in the manipulation of hand and machine tools correctly and safely.

Which topic areas will be covered in S3?

Through the introduction of various models pupils will gain an understanding of the design process, emphasis will be placed on the function and aesthetics of each individual model. Pupils will also learn the techniques needed to produce the model.

Which skills are taught?

1. The ability to be imaginative and creative when designing without losing sight of the functionality of the design.
2. Appreciation of basic materials and their limitations.
3. Working in a safe and correct manner.

What type of Assessment is used?

Continuous assessments based on practical models and design practical, design folios.

What kind of homework is given?

1. Design project work.
2. Completion of worksheets on tools, techniques and design theory.

After S Grade how can pupils continue with the subject?

Pupils who gain a 1 or 2 at Standard Grade may do Higher Product Design. Those who gain Grade 3 or 4 may follow the Intermediate 2 course.

Which careers might benefit from a knowledge of the subject?

Engineers, Designers, Technicians, Joiners, trade or craft oriented employment; any art or craft related work.

Any additional information which might be necessary

Pupils will be expected to pay a contribution towards the cost of model material. All pupils have to design and make a final project, which accounts for two thirds of the final grade. The material to manufacture the final model is normally paid for by the pupil.

DRAMA – STANDARD GRADE

What are the main aims of the subject?

- To explore ideas, opinions, attitudes and values of self and others.
- To develop practical skills in drama and theatre arts.
- To build self-confidence and an ability to work productively with others.
- To develop an interest in and appreciation of drama and theatre.

Which topic areas will be covered in S3?

- Pupils will be expected to work through the process of creating, developing and presenting drama through practical and written tasks.

Which skills are taught?

- Language and Movement Skills
- Characterisation
- Role Play
- Theatre Production Skills
- Safety

What type of Assessment is used?

- Continuous assessment of practical work
- Written Evaluations
- Final Exam at the end of S4

What kind of homework is given?

- Pupils will be required to make notes
- Pupils will write evaluations of their own work

After S Grade how can pupils continue with the subject?

- Higher Still Intermediate 2 then Higher

Which careers might benefit from knowledge of the subject?

- Leisure Industry
- Entertainment Industry
- Teaching
- Community work
- Theatre
- Arts Administration/Management

Any additional information which might be necessary

- Standard Grade Drama requires group work. Pupils must be able to co-operate with others.
- Part of the course requires pupils to present work to a live audience.
- Pupils must attend theatre visits.
- Pupils should be aware that Standard Grade Drama does involve writing.
- Commitment and regular attendance are essential.
- Drama and Theatre are part of our culture and should be seen as part of life long learning.

ENGINEERING CRAFT SKILLS – INTERMEDIATE 1/INTERMEDIATE 2

What are the main aims of the course?

The course is of a practical nature, and aims to develop skills and attitudes to practical work, which is transferable to a variety of industrial areas.

Which skills are taught?

1. The ability to use hand and machine tools correctly.
2. The ability to read and interpret working drawings.
3. The ability to produce practical work to given tolerances.

What type of Assessment is used?

1. Each unit of work requires the completion of a fully crafted model, the model will be graded on accuracy and finish.
2. Pupils have to make a range of metalwork projects satisfactorily.
3. The knowledge and understanding of tool use and care.

Which careers might benefit from a knowledge of the subject?

Any trade or craft orientated employment.

Any additional information which might be necessary

Pupils will be expected to pay a contribution towards the cost of model material.

ENGLISH - STANDARD GRADE

What are the main aims of the subject?

The development of language skills, as the tools of effective communication, and as aids to intellectual and emotional development.

Which topic areas will be covered in S3?

Perhaps 5 major units of work of which 3 are likely to be based on a longer text (a novel or play for example) while 2 might explore a theme (e.g. War, Adolescence). This would account for 60 % or more of the time.

Which skills are taught?

Writing, for a variety of purposes; Reading, both as comprehension skills and as literature to which students can respond; effective Talk and Listening.

What type of Assessment is used?

Most work in S3 formatively assessed, i.e. marked and commented on. All talk tasks in S4 are likely to be for final assessment, usually 2 or more each of individual talk and discussion. Talk forms 1/3 of the final grade. Most writing tasks and responses to literature in S4 might be for the Folio, 1/3 of the final grade. Comprehension is assessed by final examination which also looks at Writing is also worth 1/3.

What kind of homework is given?

Comprehension, essays, research from time to time; private reading all the time.

After S Grade how can pupils continue with the subject?

- 1) Higher for pupils with Credit Awards.
- 2) Intermediate 2 for pupils with good General Awards.
- 3) Intermediate 1 for others.

Which careers might benefit from a knowledge of the subject?

Obviously all careers benefit from sound language skills!

Any additional information which might be necessary

All pupils must study English.

EAL (English as an Additional Language) ESOL

ESOL (English for Speakers of Other Languages)

These qualifications are for candidates whose first language is not English. They assess the four skills of speaking, writing, listening and reading. The topics and tasks covered are relevant to learners and are related to work, study, community and social situations.

Access and Intermediate 1

The Access 2, Access 3 and Intermediate 1 qualifications are internally assessed and externally moderated. There is no exam and no grading – candidates either pass or fail.

The Units are:

- Access 2 three single Units: Everyday communication, Transactional English; Work and study related contexts or two ESOL Literacies Units (an introduction to beginner English Literacies 1 and 2)
- Access 3 three single Units: Everyday communication; Transactional English; Work and Study related contexts.

Intermediate 2 and Higher

- The Intermediate 2 and Higher Units are also internally assessed and externally moderated. There is also an exam which can be taken on completion of the full Course. The full Course is made up of the compulsory double Unit and one other Unit plus the external assessment (exam).
- Int 2/Higher Double Unit Everyday Communication
- Int2/Higher Single Unit Study related contexts.

The Units can be taken individually, in which case there is no exam and candidates will receive as SQA Unit award for each Unit passed.

Any information which might be necessary

These courses are only available to students who have English as an Additional Language and is by recommendation only.

At present, school students may do both English (Standard Grade) and ESOL courses in S3/4, provided that the school is able to offer the subjects in separate columns.

ENVIRONMENTAL STUDIES

What are the main aims of the subject?

To encourage pupils to respect and care for their environment by undertaking a range of Environmental projects in the local community.

What are the main projects?

Throughout the course we will examine both in theory and practice the following projects:

- Gardening
- Food Production
- Waste awareness and recycling
- Energy Awareness
- Pollution and Conservation.

What skills are taught?

Pupils will develop their practical skills e.g. growing and looking after plants as well as further developing their skills in planning, analysis and reporting through participation in the various projects. Throughout the course pupils will be encouraged to enhance their skills in both enterprise and citizenship.

What type of assessment is used?

Pupils will be assessed on the outcomes of each project through an end of unit assessment and may be eligible for CREST awards and unit assessments at Intermediate 1 level.

FRENCH/GERMAN - STANDARD GRADE – CREDIT/GENERAL

Pupils who wish to return in S5/6 or wish to progress to Higher Education must take a Modern Language.

What are the main aims of the subject?

To consolidate S1/2 work, to expose pupils to a wider variety of language sources, to encourage and strengthen their communicative skills.

Which topic areas will be covered in S3?

German - Revision of self, family and home; school; free time; holidays; town and travel.

French – Revision of self, family and home; school; free time; work; town and home area; holidays.

Which skills are taught?

Speaking. Listening. Reading. Writing.

What type of Assessment is used?

Speaking is internally assessed, with regular testing to monitor progress. In S4 a minimum of 3 speaking assessments are required and at least 3 writing tasks to make up the Folio. These 2 skills, plus Listening and Reading are assessed continually at the end of topics but also by formal exam in Term 3 of S3.

What kind of homework is given?

Regular vocabulary/verbs/grammar points to learn. Speaking tasks to practise and/or record. Written tasks to consolidate classwork and pieces to prepare for Writing Folio.

After S Grade how can pupils continue with the subject?

Highers in both languages for pupils gaining Credit grades.

Intermediate 2 for pupils gaining General grades.

In S5 complete beginners can start a new language at Intermediate 1 (subject to sufficient demand).

Which careers might benefit from a knowledge of the subject?

Travel and tourism; retail; various careers in the business world; hotel and catering etc. A knowledge of a foreign language is becoming increasingly important and many university/college courses now combine a language with other subjects such as engineering, law etc.

Any additional information which might be necessary

Reading and Speaking are each worth about 33% of the final mark. Writing is assessed by a folio of 3 pieces of work which all pupils complete during S4. These are sent to the SQA for marking. Pupils who have shown an aptitude for their foreign language in S1/2 might like to consider beginning a second language in S3 and gain qualifications in two Modern Languages.

GEOGRAPHY - STANDARD GRADE

What are the main aims of the subject?

Geography aims to encourage students to examine the world in which we live, the opportunities and limitations that our physical environment places on human activity, and the study of International Relations examining their implications for economic and social development of individual nations.

What topic areas will be covered in S3?

- Settlement & Industry
- Physical Landscapes
- Population
- Weather & Climate
- International Issues

Which skills are taught?

We build on the skills that pupils have acquired in S1/2 such as developing enquiry skills including gathering, analysing, interpreting and presenting information. We also encourage pupils to develop interpersonal skills by integrating group work, role-play and games into our lessons as well as integrating the development of pupils' ICT skills.

What type of Assessment is used?

Pupils are regularly assessed informally through correction of jotters and formally through the use of end of unit assessments that use a wide range of techniques i.e. from short answer responses through to the use of Mind Mapping to assess pupils subject knowledge.

What kind of homework is given?

Formal homework is given on a regular basis and is based upon answering examination style questions and is set in order to develop pupils' experience in answering such questions. However, pupils are also expected to revise through their class work on a regular basis in order to develop the knowledge and skills that will be required in class.

After Standard Grade how can pupils continue with the subject?

Those pupils who attain a Credit Grade can study Higher Geography and a General Grade enables entry to Intermediate 2 Geography.

The Geography department also offers the Intermediate 1 Travel & Tourism course that is open to all pupils in S5/6.

Which careers might benefit from knowledge of the subject?

Living in such an ever changing world as ours the study of Geography provides a valuable insight into the reasons behind these changes and enables pupils to develop a wide range of skills that are valued by most employers.

Examples of possible careers that benefit from these knowledge and skills are:

Engineering, the Forces, medicine, market research, surveying, estate agents, law, planning and conservation, social work, local government, travel and tourism industry, teaching and many others.

Any additional information which might be necessary

A Social Subjects ACCESS 3 course is available for those pupils who may find difficulty in following the Standard Grade course.

GRAPHIC COMMUNICATION - STANDARD GRADE

What are the main aims of the subject?

To enhance the pupils' knowledge and abilities in areas of graphical work.

1. To have a knowledge of and the ability to relate to formal drawing both manually and computer aided.
2. To gain the ability to draw and sketch pictorially.
3. To gain the ability to render and colour enhance drawings.

Which topic areas will be covered in S3?

1. Basic skills in the use of equipment
2. Both 2D and 3D drawings
4. Rendering
5. Use of colour
6. Plane and solid graphic geometry
7. Presentation
8. Visualisation and creation (from brain to paper)
9. Computer graphic work

Which skills are taught?

1. The art of neat and accurate paper presentation
2. The use of colour, shading, rendering to produce 'realistic' images
3. Computer skills; computer aided draughting and desk top publishing
4. Interpretation of various types of graphical information

What type of Assessment is used?

All work is continuously graded according to prescribed criteria.

What kind of homework is given?

Mini design projects and worksheets on related topics.

After S Grade how can pupils continue with the subject?

Those who gain a 1 or 2 at Standard Grade may do Higher Graphic Communication or/and Higher Product Design. Those who gain a 3 or 4 may do Intermediate 2 Graphic Communication or/and Intermediate 2 Product Design.

Which careers might benefit from a knowledge of the subject?

Architecture, Interior designer, Graphics designer, work in the building and engineering sector, technical work in general.

Any additional information which might be necessary

This subject covers a vast area of associated graphical skills.

HISTORY - STANDARD GRADE

What are the main aims of the subject?

To study past events and societies. As well as giving pupils useful general knowledge of the past, the course helps pupils to understand how our modern world has evolved.

Which topic areas will be covered in S3/S4 Standard Grade?

The course is made up of three units:

- 1) Changing life in Scotland 1830's – 1930's
- 2) International Co-operation and Conflict 1890's - 1920's
- 3) People and Power Germany 1918 - 1939

Which skills are taught?

Pupils will learn how to use a variety of resources such as libraries, documents, photographs, early maps and computer databases. They will also do enquiry skills which will allow them to evaluate sources for reliability and to detect bias and exaggeration.

What type of Assessment is used?

History is assessed at Foundation, General and Credit levels. Pupils are assessed in Knowledge and Understanding and Enquiry skills. They do an assessment in class after each unit they study and an external exam set and marked by the SQA at the end of the course.

What kind of homework is given?

There is usually a formal piece of homework given during each unit. Pupils also need to revise for the end of unit assessments.

After S Grade how can pupils continue with the subject?

Pupils who gain a credit pass are able to progress to Higher History. Pupils who gain a general pass are able to progress to Intermediate 2 History.

Which careers might benefit from a knowledge of the subject?

Librarianship, police, banking, law, museums, archaeology, teaching, religion.

Any additional information which might be necessary

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.

HE/HOSPITALITY – INTERMEDIATE 1

What are the main aims of the course?

To prepare and equip students for a range of occupations within the Hospitality Industry – especially food preparation and production.

Which topic areas will be covered?

Practical food preparation techniques and processes, food preparation for healthy eating and food hygiene.

Which skills are taught?

Practical food preparations skill, problem solving, technological activities, resource management.

What kind of homework/private study is required?

Homework to reinforce class work. Project Investigations, practical assignment preparation.

What progression is possible from course?

Intermediate 2 in S5 or S6 or Aberdeen College for Higher or Hospitality course.

Which careers may be made more accessible through successful completion of the course?

All areas of the Hospitality Industry – Catering, caring professions, food industry and retail.

Any additional information?

This course is available to all pupils.
Practical exam at the end of 4th year.

HE/HOSPITALITY – INTERMEDIATE 2 (By recommendation only by HE staff)

**Hospitality Intermediate 2 must be chosen over 2 columns-Column 3 and Column 7
ONLY 20 PLACES ARE AVAILABLE ON THIS COURSE.**

What are the main aims of the course?

To prepare and equip students for a range of occupations within the Hospitality Industry – especially food preparation and production.

Which topic areas will be covered?

Practical food preparation techniques and processes, food preparation for healthy eating and food hygiene.

Which skills are taught?

Practical food preparations skill, problem solving, technological activities, resource management.

What kind of homework/private study is required?

Homework to reinforce class work. Project Investigations, practical assignment preparation.

What progression is possible from course?

Higher Hospitality at Aberdeen College or Hospitality course.

Which careers may be made more accessible through successful completion of the course?

All areas of the Hospitality Industry – Catering, caring professions, food industry and retail.

Any additional information?

This course is by recommendation only by HE staff.

Int 1 is followed in 3rd year with a practical exam at the end.

Int 2 is followed in 4th year with a practical exam at the end.

LIFESTART – ACCESS 2/3

A Life Skills course aimed at pupils requiring significant teacher support, in a small group environment. Pupils will achieve recognised SQA/National Qualifications on successful completion of each unit.

What are the main aims of the subject?

To achieve English and Communication Cluster/PSE Cluster.

To learn to co-operate with a group.

To think about others.

To approach work in a different manner.

To allow more individual support.

Assessment is on a regular basis.

Which units areas will be covered in S3/4?

- Participation in a Community Event
- Participating in Leisure Activities
- Personal Preparation for Everyday Living
- Contributing to an Enterprise Activity
- Literary Study
- Language Study

Which skills are taught?

- Core language skills
- Personal development, social skills, co-operating with others, learning about taking responsibility for themselves.

What type of Assessment is used?

Modular assessments – end of unit

What kind of homework is given?

Mainly research if required and catch up.

Any additional information

This course is by recommendation only.

MATHEMATICS - STANDARD GRADE

What are the main aims of the subject?

To develop in each pupil the confidence to do mathematics at an appropriate level. To provide each pupil with the mathematical skills and qualifications required for his/her chosen career.

Which topic areas will be covered in S3?

Pythagoras' Theorem, scale drawing, circles, bearings, percentages, averages, trigonometry, perimeter and area.

Which skills are taught?

Knowledge and Understanding.

Reasoning and Enquiry.

Problem Solving.

Numeracy.

What type of Assessment is used?

In S3 an end of year exam is set at each level of Standard Grade.

Credit, General and Foundation classes sit a test mid-way through S3, usually in November/December.

What kind of homework is given?

Credit – departmental homework sheets plus exercises from Maths in Action textbooks. General – departmental homework booklets..

Foundation – from 'Write-on' Homework booklets.

After S Grade how can pupils continue with the subject?

A full range of units and courses are offered from the Higher Still programme. These include Intermediate 1, Intermediate 2, Higher and Advanced Higher.

Which careers might benefit from a knowledge of the subject?

Numeracy is vital for most careers

MATHEMATICS INTERMEDIATE 1 FOR S3 PRESENTATION

What are the main aims of the subject?

To develop in each pupil the confidence to do mathematics at an appropriate level. To provide each pupil with the mathematical skills and qualifications required for his/her chosen career.

Which topic areas will be covered in S3?

Geometry, Trigonometry, Pythagoras' Theorem, Statistics, Standard Form, Algebra, Formulae, Speed, Distance and Time

Which skills are taught?

Problem Solving
Numeracy

What type of Assessment is used?

3 unit assessments internally assessed in the course of the year:
Prelim Exam in January
SQA certificate exam in May

Kind of Homework

From departmental homework booklet

After Int 1 how can pupils continue with the subject?

In S4 pupils will do Int 2.

Which careers might benefit from a knowledge of the subject?

Numeracy is vital for most careers.

MODERN STUDIES - STANDARD GRADE

What are the main aims of the subject?

To help pupils to understand the political, social and economic forces which affect individuals and groups.

Which topic areas will be covered in S3/S4 Standard Grade?

The course is based on a number of concepts, which are studied through topics grouped under the following headings: Living in a Democracy; Changing Society; Ideologies; International Relations.

Which skills are taught?

During the course pupils are taught to detect bias and exaggeration, draw conclusions, make comparisons and use evidence to argue a point of view. With regard to an investigation, to be able to formulate a hypothesis and relevant aims as well as to demonstrate the benefits and limitations of a method of enquiry.

What type of Assessment is used?

Work is assessed on performance in the following course elements:

Knowledge and Understanding – 40%

Enquiry Skills – 60%

External assessment – the final grade is determined wholly by the SQA final exam in May/June.

Internal assessment – Continual assessment, end of unit tests, an S3 exam and a full estimate paper (in November) are used for determining the level the pupil will sit in the final SQA exam.

What kind of homework is given?

Pupils will be required to read through their notes on a weekly basis. Assessed written homework will be given for each unit of work.

After S Grade how can pupils continue with the subject?

If a pupil passes at: S Grade 1 or 2 – Higher Modern Studies

S Grade 3 or 4 – Intermediate 2 Modern Studies

Which careers might benefit from a knowledge of the subject?

Some possible careers include: Civil Service, Police, Teaching, Public Relations, Social Work, Government and Local Government work.

Any additional information which might be necessary

This subject will require a consistent commitment from all candidates. Knowledge of current affairs (eg from the news) would be an advantage.

MUSIC – STANDARD GRADE

What are the main aims of the subject?

To develop pupils' interest in music.

To develop performance skills in solo, group, inventing and listening work.

To encourage pupils to reach their full musical potential.

Which topic areas will be covered in S3?

World Music, Jazz and Blues, Pop/Rock, Instruments of Music, Scottish Music, Film & TV Music, Music Technology.

Which skills are taught?

Solo performing

Group performing on an instrument of the pupil's choice.

Composing.

Listening.

What type of Assessment is used?

Listening examination.

Solo performance examined by an external examiner.

Group performing and inventing assessed by the department.

Composition assessed within the department.

What kind of homework is given?

Solo performing pieces to prepare.

Composition.

Revision of musical concepts.

Music theory

After Standard Grade how can pupils continue with the subject?

Intermediate 2/Higher

Which careers might benefit from a knowledge of the subject?

Most careers benefit from the discipline and skills taught and fulfilled through music. Teaching, performing, musical retail, music industry etc.

MUSIC – ACCESS 3/INT 1

What are the main aims of the course?

To enable pupils to develop their general interests in music through performing, composing and listen to music.

What are the main topic areas?

Performing on **two** instruments/voice

or

Performing on **one** instrument/voice and music technology.

Composing a folio of pieces.

Listening to and analysing music.

How is the course assessed?

Internal assessment.

How will pupils benefit from this short course?

Pupils will develop the skills learned in S2 Music whilst learning some new skills.

Who is eligible to follow this short course?

Pupils who have achieved Level D on two instruments, composing and listening in S2.

PHYSICAL EDUCATION - ENRICHMENT AND JUNIOR SPORTS LEADER COURSE

S3/4 Core PE Enrichment Course

The main aims of the S3/4 Core PE enrichment course are to further develop the pupils' fitness, skills and understanding of physical activity. The course will build on the foundations from S1/2 though a major emphasis will be encouraging the pupils to take more responsibility within their own education.

Sports Leader Award Course

For those pupils suitable for this aspect of the course, the Sports' Leader Award involves pupils in learning by doing. The pupils will cover set activities where they will be expected to organize inter-house team events, referee them, set up events and put away equipment with minimal teacher input. Pupils will organise a number of S1/2 house events and assist coaches for a minimum of 20 hours over the 2-year course in our associated Primary Schools.

Course content

The content of the course will be negotiated between teachers and pupils. The department will endeavour to be as flexible as possible within the constraints of facilities. Some outdoor education activities may be offered off-site such as climbing, hill walking etc.

Learning and Teaching

The students will be taught through a variety of different approaches that take account of the activity being taught and the pupils' previous experiences. This will involve direct teaching, problem solving and paired learning. Students will be expected to take ownership of their learning and as such will be encouraged to take responsibility for aspects of their performance development.

Assessment Pattern

Students will be expected to achieve high practical standards in all activities. Pupils may be presented for an SQA Practical Performance Award.

Entry Requirements

The course is open to any pupil with a proven track record of hard work and commitment within the Physical Education Department. The courses are designed to cater for all, with each pupil working at his/her own level of ability.

PHYSICAL EDUCATION - STANDARD GRADE

What are the main aims of the subject?

To extend the pupil's practical performance experiences in Physical Education. Standard Grade PE introduces and develops the aspects of Knowledge and Understanding and Evaluation of PE.

Which topic areas will be covered in S3?

The components are Gymnastics, Football, Outdoor Athletics, Badminton, Basketball and Swimming (Theory only).

Which skills are taught?

The applications of -

- practical performance skills
- knowledge and understanding facts
- the ability to evaluate discreet skills.

What type of Assessment is used?

A variety of practical, written, oral and verbal comment assessments. The practical grading is the most important.

What kind of homework is given?

The use of homework sheets for Evaluating and for Knowledge and Understanding. Personal reading, using the prescribed Leckie & Leckie textbook.

After S Grade how can pupils continue with the subject?

Higher Still courses are offered at appropriate levels.

Which careers might benefit from a knowledge of the subject?

Careers in physical education teaching, leisure, recreation or sports coaching.

Any additional information which might be necessary

Standard Grade PE involves 50% written work and a written paper during the exam. Fitness plays a major part in the course. Pupils must also organise themselves to take their PE kit, workbooks and writing materials with them to every lesson.

In addition to four periods of Standard Grade pupils also have two periods of Core PE.

PHYSICS - STANDARD GRADE (Credit and General Levels Only)

What are the main aims of the subject?

The course is designed to develop and acknowledge an understanding of the physical world in which we live and to raise awareness of the impact, importance and relevance of physics in everyday life. Pupils will also cultivate the problem solving, organisational and practical skills required for the study of physics at a higher level or in a related job or training course.

Which topic areas will be covered in S3?

Telecommunications, Using Electricity, Health Physics.

Which skills are taught?

Problem solving plays an important part in the course as does the ability to write notes clearly and articulately.

Practical skills involve the ability to carry out short techniques and longer investigations which also develop recording and reporting skills.

What type of Assessment is used?

Students carry out eight practical techniques and at least two investigations as part of their final grade. Internal assessment includes homework exercises, end of topic tests and the estimate exam.

What kind of homework is given?

Homework, which is given every week, plays a vital role in the Standard Grade Course. Exercises usually involve problem solving and calculations or research.

After S Grade how can pupils continue with the subject?

Those pupils who achieve a credit pass in KU and PS may do Higher Physics. Higher Still Intermediate 2 could be studied by those pupils who need Physics at a higher level than Standard Grade but who do neither need nor have the confidence to do Higher.

Which careers might benefit from a knowledge of the subject?

Physics can lead to a great deal of opportunities including medicine, architecture, computing and engineering.

Additional Information

Pupils should take Physics only if they are also studying Maths at Credit or General level.

RELIGIOUS STUDIES - STANDARD GRADE

What are the main aims of the subject?

To promote an enquiring, critical and sympathetic approach to the study of Religion. To develop insights into situations which pose moral and social questions.

Which topic areas will be covered in S3?

Issues of Morality (eg euthanasia, abortion, war)
Issues of Belief (eg arguments for the existence of God)
Study of Christianity. Study of Judaism/or Hinduism.

Which skills are taught?

Acquisition of Knowledge. Understanding.
Evaluating. Investigating.

What type of Assessment is used?

Continuous assessment for part of the course but there is also a final examination.

What kind of homework is given?

Questions and tasks on each of the 4 areas covered by the course.

After S Grade how can pupils continue with the subject?

Pupils gaining a credit pass may do Higher Religious, Moral and Philosophical Studies. Pupils who gain grade 3 or 4 may do Intermediate 2.

Which careers might benefit from a knowledge of the subject?

Generally any career which involves contact with the public eg nursing, police service, social work, teaching, travel and tourism.

Any additional information which might be necessary

The Standard Grade course is termed Religious Studies.
The short courses followed in S3 and S4 are termed Religious Education.

SCIENCE - STANDARD GRADE (Available at Foundation, General and Credit Level)

What are the main aims of the subject?

To give a core knowledge of some important scientific areas as they relate to the real world. This involves studying aspects of human and social biology, environmental issues and the science behind them, energy (production methods, sustainable sources, pollution and other 'green issues') and the use and properties of materials.

Which topic areas will be covered in S3?

Usually environments and materials are covered in S3.

Which skills are taught?

Problem solving plays an important part in the course as does the ability to write notes clearly and articulately.

Practical skills involve the ability to carry out short techniques and longer investigations which also develop recording and reporting skills.

What type of Assessment is used?

Students carry out practical techniques and at least two investigations as part of their final grade. Internal assessment includes homework exercises, end of topic tests and the S3 and estimate exam.

What kind of homework is given?

Homework plays a vital role in the Standard Grade Science Course. Exercises usually involve problem solving and calculations or research.

After S Grade how can pupils continue with the subject?

Pupils may go on to study a suitable Higher Still course in one or more of the separate science subjects. For example, a pupil who achieves a Credit pass in Standard Grade Science may be able to study Physics, Chemistry or Biology at Intermediate 2 level in S5.

Which careers might benefit from a knowledge of the subject?

This course provides a good background in Science that would suit any career that is science related, eg building trades, hairdressing and beauty, nursing and technical or mechanical engineering jobs.

Additional Information

Progression into a Science course in S5 will depend upon the level achieved by the individual. Each pupil will be advised individually and helped to choose the course that best fits their ability, interests and career aspirations.

SOCIAL SUBJECTS - ACCESS 3

What are the main aims of the subject?

To help the pupils to become confident and informed decision-makers, to understand differences and similarities and to develop the ability to organise information.

Which topic areas will be covered in S3/4?

Pupils will cover material from Modern Studies, History and Geography including:

- The media
- The Road to War
- Settlement

Which skills are taught?

The main skills are:

- Deciding
- Contrasting
- Organising and presenting

What type of Assessment is used?

Assessment will be on-going throughout the course. Each unit will be assessed within the school. There will be no SQA final assessment.

What kind of homework is given?

Homework will be given to reinforce knowledge and skills.

After Access 3 how can pupils continue with the subject?

Pupils may progress to Intermediate courses in the individual Social Subjects at the Principal Teacher's discretion.

Which careers might benefit from a knowledge of the subject?

This course may allow access to a variety of college courses and careers.

Any additional information which might be necessary

Access 3 Social Subjects is through recommendation only.

SPANISH – INTERMEDIATE 1/2

What are the main aims of the course?

To introduce pupils to the Spanish language and to extend their linguistic awareness. To equip pupils with the essential language to cope with real life situations. To raise awareness of Spanish culture.

Which topic areas will be covered?

Self, leisure, school, holidays, transactional language (shops/cafes/hotels/travel etc); language in work; tourism.

Which skills are taught?

Speaking, listening, reading and writing. Speaking and reading account for two thirds of the final mark.

What forms of assessment are used?

There are four compulsory internal assessments (one in each skill) with a full prelim in February. There are external exams in Reading/Listening/Writing with a final Speaking test conducted by the class teacher, recorded on tape and sent to the SQA for moderation.

What kind of homework/private study is required?

Homework is given regularly and covers extensive vocabulary learning, written exercises, the planning, preparation and redrafting of speaking and writing tasks.

What progression is possible from this course?

Successful candidates may continue their studies in S5/6 (subject to demand) or at College/University.

Which careers may be made more accessible through successful completion of this course?

Career opportunities in travel and tourism, hospitality, business etc.

Any additional information

As this will be a second language it is essential that pupils who wish to study Intermediate 1/2 Spanish have shown aptitude for French or German in S1/2 and are committed to succeed in Spanish.

TRAVEL AND TOURISM – INTERMEDIATE 1

What are the main aims of the course?

The course provides an introduction to the Travel and Tourism industry by developing pupils' knowledge of the types of holiday resort that exist both in Britain and abroad as well as the attractions and amenities that such resorts have to offer. The course also examines the components of a 'typical' holiday and helps pupils to deal with problems that may arise on holiday.

Which topic areas will be covered?

The course consists of 3 units:

- Holiday Planning
- Holiday Issues
- Holiday Destinations

Which skills are taught?

The course aims to develop the skills of analysis, interpretation, evaluation, presentation, and communication. Pupils will also be encouraged to develop their ICT skills.

What forms of assessment are used?

There are 3 internal assessments. Assessment ranges from multiple-choice questions through to project work. The external exam for this course consists of a 1h 15 minute written paper.

What kind of homework/private study is required?

Formal homework is set regularly and pupils are also expected to revise through their coursework on a regular basis.

What progression is possible from this course?

Progression is available to Geography Intermediate 2 Travel and Tourism courses at College.

Which careers may be made more accessible through successful completion of this course?

Local Government, Market Research, Travel Agency, Holiday Representative, Hospitality careers etc.

WOODWORKING SKILLS - INTERMEDIATE 1/INTERMEDIATE 2

What are the main aims of the course?

The course is of a practical nature, and aims to develop skills and attitudes to practical work, which are transferable to a variety of industrial areas.

What skills are taught?

1. The ability to use hand and machine tools correctly.
2. The ability to read and interpret working drawings.
3. The ability to produce practical work to given tolerances.

What type of Assessment is used?

1. Each unit of work requires the completion of a fully crafted model, the model will be graded on accuracy and finish.
2. Pupils have to make a range of woodworking joints satisfactorily.
3. The knowledge and understanding of tool use and care.

Which careers might benefit from knowledge of the subject?

Any trade or craft oriented employment.

Any additional information which might be necessary

Pupils will normally be expected to pay a contribution towards the cost of model material.