A work program is the school’s plan of how the course will be delivered and assessed, based on the school’s interpretation of the syllabus. It allows for special characteristics of the individual school and its students.

The school’s work program must meet syllabus requirements and indicate that there will be sufficient scope and depth of student learning to reflect the dimensions and objectives and meet the exit criteria and standards. Work program requirements are outlined below.

**Components of the work program**

**Course organisation**

This should provide a clear statement of the structure of the school’s proposed course and the way in which it is organised and sequenced. It should indicate:

- the selected context/s for each semester
- an outline of the course of study including:
  - relevant contextualised subject matter from the Theory and techniques and Problem-solving process elements in each unit of work
  - relevant contextualised subject matter from the remaining elements — Project management, Client relationships and Social and ethical issues — across the units of work in both Year 11 and Year 12
- the proposed time allocation for each unit of work, ensuring the minimum requirement of 55 hours per semester is met (in total 220 hours).

**Outline of intended student learning**

In order to demonstrate that the scope and depth of student learning meets syllabus requirements, the school’s proposed course should include:

- one contextualised unit of work from Year 11 or Year 12 which outlines:
  - relevant subject matter from the Theory and techniques element
  - the Problem-solving process element
  - relevant subject matter from each of the remaining elements: Project management, Client relationships and Social and ethical issues
  - learning experiences that clearly provide opportunities to develop the objectives from the three dimensions of the course.

**Assessment plan**

The assessment plan provides an indication of the range and balance of assessment instruments and procedures used to gather information about student achievement for the two-year course of study. It should ensure that verification folio requirements about student achievements are met, as outlined in Section 4.6 of the syllabus. The assessment plan must include:

- the assessment activities that students will undertake throughout the course, indicating formative and summative instruments
- the dimensions being assessed by each instrument
- one post-verification instrument that assesses at least two dimensions
- assessment conditions that allow the students to meet the syllabus requirements detailed in Section 4.5 of the syllabus
- a student profile that matches the assessment plan and allows for the recording of student achievement in each dimension.