

Tips when preparing your LAP

Personal Learning Goals

Encourage personal learning goals to be SMART. Further resources are included in this course.

Key Areas of Study

Ideally there should be a mention of the key area(s) chosen. However the key areas of learning are not compulsory and the lists in the Subject Outline are not exhaustive. As a guide, a 10 credit subject should include at least one (1) key areas of learning; and a 20 credit at least two (2) key areas of learning.

Capabilities

There is often a tendency for teachers to incorporate too much detail in the capabilities. Encourage a sharp focus on a few capabilities (one or more) rather than developing all 7 capabilities:

- literacy
- numeracy
- information and communication technology (ICT) capability
- critical and creative thinking
- personal and social capability
- ethical understanding
- intercultural understanding

Assessment Tasks

The specific assessments should be aligned to the student's personal learning goals. However there does not need to be one task for each personal learning goal. It may be that there are 2 or 3 assessments that contribute evidence to a particular PLG.

For a 10 credit subject there should be 3 – 5 assessments; and 6 – 10 assessments for a 20 credit subject.

Evidence of Student Learning

An indication of the student's learning through each assessment should be evident. This will range from secondary evidence to primary evidence, and a mixture of both, depending on the student/cohort level of development:

- *Secondary evidence* may include teacher checklists, teacher observations, teacher / support person scribe, photos
- *Primary evidence* will take the form of student work – written, visual, oral, e.g. photo board, self-assessment, journal, reflections.