

Generating a Profile of Student Achievement for the HSC

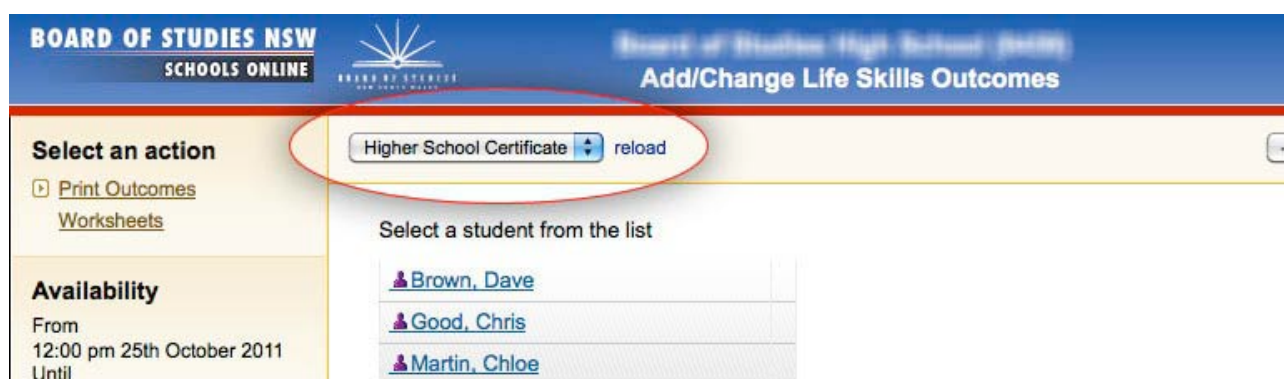
This information assists you to enter outcomes achieved for students undertaking Life Skills courses in order to generate a Profile of Student Achievement as part of the Higher School Certificate credential. The information can also be accessed on *Schools Online (Administration)* using the *Help* function.

Enter *Schools Online (Administration)* via the Board of Studies' website. You will need to be assigned a User Id and PIN by your school's Principal to access *Schools Online (Administration)*. Select *Life Skills Outcomes* under the heading *Data Collection* for a list of students undertaking Stage 6 Life Skills courses at your school.



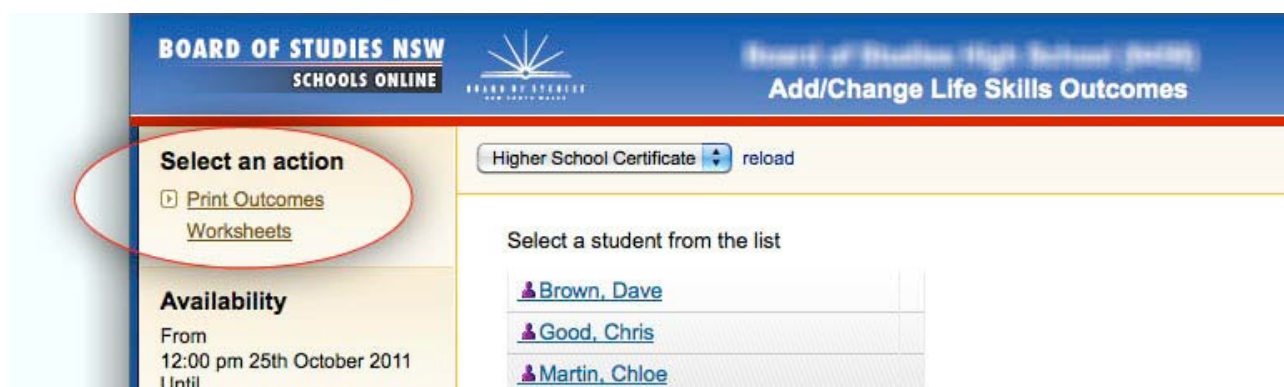
The screenshot shows the top navigation bar with 'BOARD OF STUDIES NSW SCHOOLS ONLINE' and 'Board of Studies High School (HSC)' with a 'Site Map' link. On the left, there are sections for 'Messages' and 'Enquiries'. The main content area features a 'Data Collection' section with a red oval around the 'Life Skills Outcomes' link, and a 'Downloads' section with a 'My Reports' link.

(Note: ensure 'Higher School Certificate' has been selected in the drop-down menu at the top of the page. If not, select 'Higher School Certificate' and click 'reload').



The screenshot shows the 'Add/Change Life Skills Outcomes' page. The top navigation bar includes 'BOARD OF STUDIES NSW SCHOOLS ONLINE' and 'Board of Studies High School (HSC)'. The main content area has a 'Select an action' section with a red oval around the 'Higher School Certificate' dropdown menu and a 'reload' button. Below this is a 'Select a student from the list' section with a table listing students: Brown, Dave; Good, Chris; and Martin, Chloe.

To download Life Skills Outcomes Worksheets for students prior to entering outcome information, click on 'Print Outcomes Worksheets' under 'Select an action' in the top left-hand corner.



The screenshot shows the 'Add/Change Life Skills Outcomes' page. The top navigation bar includes 'BOARD OF STUDIES NSW SCHOOLS ONLINE' and 'Board of Studies High School (HSC)'. The main content area has a 'Select an action' section with a red oval around the 'Print Outcomes Worksheets' link. Below this is a 'Select a student from the list' section with a table listing students: Brown, Dave; Good, Chris; and Martin, Chloe.

This will generate personalised worksheets for every student enrolled in a Life Skills course. The worksheets can then be downloaded from *My Reports* under *Downloads* on the site-map. (Note: personalised worksheets can be generated from *Schools Online* at any time after a student has been

entered into a Life Skills course. Schools do not have to wait until the Life Skills outcomes entry is open on *Schools Online* to download the worksheets).

BOARD OF STUDIES NSW
SCHOOLS ONLINE

Board of Studies High School (HS) My Reports

2011 Higher School Certificate reload

Messages:
The Board of Studies is aware of a hoax email requesting logon information. The Board does not send emails asking you to verify or provide login details for any of our Online Services. These hoax emails should be treated as spam and deleted. Contact us immediately on 9367 8299 if you have disclosed any information resulting from the email.

Enquiries
For technical assistance or advice on student enrolments and credentialling, please call Records and Strategic Business Systems Branch:
 ▶ HSC (02) 9367 8299
 ▶ Preliminary (02) 9367 8329
 ▶ School Certificate (02) 9367 8130
 ▶ VET (02) 9367 8391
 For Marking application and appointment enquiries, please call the Marker Support

The reports listed below are in Adobe Acrobat format so you will need the Reader software to view them.

It is recommended that you save these reports (PDF files) to your own computer before you open the report. Refer to **help** for more detailed information on how to do this.

Folders/Available Files	Created On	At	Regenerate document	Additional Selections
All My Own Work				
Assessment				
Assessment Rank Order				
Confirmation of Entry				
Estimated Marks				
Life Skills				
Life Skills Worksheets	30/06/2011	10:14	Click here	
Options				
Practical Examinations				
Principals Result List				

Select a student by clicking on their name. A list of Life Skills courses for which the student is enrolled will be displayed. The columns on the right 'Total achieved' and 'Total achieved with support' list the number of outcomes achieved that have already been entered for the student.

From 12:00 pm 25th October 2011
Until 5:00 pm 16th November 2011

Messages:
The Board of Studies is aware of a hoax email requesting logon information. The Board does not send emails asking you to verify or provide login details for any of our Online Services. These hoax emails should be treated as spam and deleted. Contact us immediately on 9367 8299 if you have disclosed any information resulting from the email.

Course name	Total Achieved	Total Achieved With Support
Mathematics Life Skills		
Personal Development, Health & PE Life Skills		
Citizenship and Society Life Skills	2	
Science Life Skills		
Creative Arts Life Skills	1	1
Technology & Applied Studies Life Skills	4	3

Select a course by clicking on its name. The Life Skills outcomes for the selected course are listed. For each outcome the student has achieved, click the box to the left of the outcome under the

heading 'Achieved'. Where an outcome has been achieved with support, click the box under the heading 'Achieved with support' as well. In this instance, both columns will be checked.

Select an action

[new course](#)

[save your changes](#)

Availability

From
8:00 am 20th September 2008
Until
5:00 pm 28th December 2011

Messages:

Test?

Enquiries

For technical assistance or

Dave Brown (24051994)
Creative Arts Life Skills

Tick the box next to the outcomes that the student has achieved. If an outcome was achieved with support, tick the box also. To remove an outcome ensure that both boxes are unchecked.

Achieved	Achieved With Support	Outcome Identifier	Outcome Description
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DLS 1	Dance Develops skills and techniques in movement and dance practice
<input type="checkbox"/>	<input type="checkbox"/>	DLS 2	Develops physical skills and techniques in movement and dance practice

When all outcomes achieved have been selected, click on 'save your changes'. This will take you back to the list of Life Skills courses for which the student has been entered. The selection of outcomes will be checked for correctness. If there are no problems, the course list will be redisplayed with an updated outcomes count. If any errors are detected the outcome list will be re-displayed, together with an explanatory message.

A list of courses is displayed beneath the Life Skills courses for which the student is enrolled. Where a student has achieved Life Skills outcomes drawn from additional courses to supplement courses the student is enrolled in, select the course from the drop down menu 'to work with outcomes from other courses' and click 'Select Course'. Select the Life Skills outcomes the student has achieved from the additional course and click on 'save your changes'.

advice on student enrolments and credentialing, please call Records and Strategic Business Systems Branch:

HSC (02) 9367 8299

Preliminary (02) 9367 8329

School Certificate (02) 9367 8130

VET (02) 9367 8391

For Marking application and appointment enquiries, please

To work with outcomes from other courses select from the list below.

English Life Skills Select Course

English Life Skills

Mathematics Life Skills

Personal Dev Health & PE Life Skills

Citizenship & Society Life Skills

Science Life Skills

Creative Arts Life Skills

Technology & Applied Studies Life Skills

Work & the Community Life Skills

You can move between students and courses at any stage by using the links under 'Select an action' at the top left-hand corner of the page. Remember to click 'save your changes' before moving to a new course in order to save any outcomes you have selected.

Select an action

[new student](#)

Availability

From
12:00 pm 25th October 2011
Until
5:00 pm 16th November 2011

Messages:

2011 Higher School Certificate

Dave Brown (24051994)
Select a course from the list

Course name	Total Achieved	Total Achieved With Support
Mathematics Life Skills		

The Profile of Student Achievement for the Higher School Certificate will then be generated by the Board and sent to the student along with their other credentials, according to the date specified on the events timetable.

For more information about Higher School Certificate credentials go to:
<http://www.boardofstudies.nsw.edu.au/hsc-results/credentials.html>

For more information about students undertaking Life Skills courses as part of a special program of study, go to:
http://www.boardofstudies.nsw.edu.au/special_ed/faq_11_12.html

Read the [Official Notice relating to the HSC Profile of Student Achievement](#).

For further information, contact:
Senior Curriculum Officer, Special Education
(02) 9367 8148