



NEW ZEALAND QUALIFICATIONS AUTHORITY
MANA TOHU MĀTAURANGA O AOTEAROA

PREPARATION FOR THE EXTERNAL ASSESSMENT OF GRAPHICS ACHIEVEMENT STANDARDS 2006

The mode of external assessment for graphics achievement standards in all levels will be a submitted portfolio.

The assessment specifications for graphics provide information on how the external achievement standards will be assessed. The assessment specifications can be accessed from this website. Graphics teachers must be familiar with these specifications.

Assessment Materials

Prior to the submission date the Principal's Nominee will receive

- a list of the candidates who have entered the graphics externally assessed achievement standards
- a set of labels with the achievement standard and NSN number printed on it for each candidate
- a set of plastic envelopes in which to place the completed folders and to send to the graphics assessor
- a set of bar coded marker address labels with which to address the bags for sending.

These materials will be sent to schools in **October 2006**. If you have not received any materials by **27 October**, or have not received enough, please return the [fax form](#) included with this information.

The submission date for all graphics portfolios is **3 November 2006**.

LEVEL 1

Only version 2 achievement standards will be used for external assessment of the level 1 graphics in 2006

The externally assessed level 1 achievement standards are:

- [AS90037](#): Produce freehand sketches that show design features.
- [AS90038](#): Construct and use geometric shapes and solids to communicate design ideas.
- [AS90039](#): Produce instrumental working drawings.
- [AS90040](#): Produce pictorial drawings using instruments and render these drawings.

The candidate's submitted portfolio will consist of

- a set of folders or an envelope containing the candidate's material for assessment

- a plastic envelope for the transportation of the portfolio.

The [assessment specifications for level 1](#) graphics provide information on how the external achievement standards will be assessed.

Preparation of the Level 1 Portfolio

Candidates should select only the material that represents their best work for inclusion in the portfolio. Quality rather than quantity should be the overriding factor.

Candidates are discouraged from submitting their entire year's work. The candidate should

- Include only original copies in the folders.
- Indicate the NSN and the specific achievement standard the work is being assessed against.
- Place material for assessment against the **level 1 standards** in the specific folder relating to that standard.
- Attach some indication identifying the design topic to the work. For example:
 1. Design brief.
 2. Title statement.
 3. One-sentence description.
- Label each folder with the labels provided. Place each in position at the top left-hand front corner of the folder.
- Ensure that the folder does not contain any communication to the marker

Take care to ensure that the portfolios are safe and secure. They should not be taken home.

Authenticity Form

The Authenticity Form is now printed on the back of each folder. This should be signed by the candidate to indicate that all the work that they are submitting for assessment is their own work. The candidate needs to sign only one form for the entire submission. The teacher should also sign the student's form.

Candidates who have not signed their Authenticity Form may have their results withheld until the authenticity of their material is verified by their school.

LEVEL 2

Only version 2 achievement standards will be used for external assessment of the level 2 graphics in 2006

[AS90318](#): Produce two-dimensional and three-dimensional annotated freehand sketches to show design ideas

[AS90319](#): Produce two-dimensional instrumental drawings

[AS90320](#): Produce three-dimensional instrumental drawings.

[AS90321](#): Describe and explain design and its implications for society.

A candidate can present up to four units of work, one of which can be a visual diary, for external assessment. There will be a folder for each individual unit of work.

Preparation of the Level 2 Portfolio

Candidates should select only the material that represents their best work for inclusion in the portfolio. Quality rather than quantity should be the overriding factor. Candidates are discouraged from submitting all their year's work.

Visual diaries can be submitted as one complete unit. They should not be divided up.

- Include only original copies.
- Indicate the NSN and the specific achievement standard(s) the work is being assessed against.
- Label each folder with the labels provided. Place each in position at the top left-hand front corner of the folder.
- Ensure that the folders do not contain any communication to the marker
- Place in the plastic envelope provided for the transportation of the portfolio

Take care to ensure that the folders are safe and secure. They should not be taken home.

The [assessment specifications for level 2](#) graphics provide information on how the external achievement standards will be assessed.

Authenticity Form

The Authenticity Form is now printed on the back of the folder for Unit A. This should be signed by the candidate to indicate that all the work that they are submitting for assessment is their own work. The candidate needs to sign only this form for the entire submission. The teacher should also sign the student's form.

Candidates who have not signed their Authenticity Form may have their results withheld until the authenticity of their material is verified by their school.

LEVEL 3

Only version 2 achievement standards will be used for external assessment of the level 3 graphics in 2006

The externally assessed level 3 achievement standards are:

[AS90734](#): Develop a design solution to a negotiated brief using specialised graphics knowledge

[AS90735](#): Present a design solution using specialised graphics knowledge that communicates design ideas

The [assessment specifications for level 3](#) graphics provide information on how the external achievement standards will be assessed. The assessment specifications can

be accessed from this website. Graphics teachers must be familiar with these specifications.

The candidate's submission will consist of a plastic A2 envelope for the transportation of the portfolio.

Preparation of the Level 3 Portfolio

Candidates should select only the material that represents their best evidence for inclusion into the envelopes for one or both of the external standards entered for. Quality rather than quantity should be the overriding factor. Candidates are discouraged from submitting all their year's work.

- Include only original copies.
- Indicate the NSN and the specific achievement standard(s) the work is being assessed against.
- Label the envelope with the label provided. Place it in position at the top left-hand front corner of the envelope.
- Include the signed Authenticity Form with the submission
- Ensure that the envelope does not contain any communication to the assessor

Take care to ensure that the envelopes are safe and secure. They should not be taken home.

Authenticity Form

Candidates will need to provide a signed [Authenticity Form](#) with their material. This should be signed by the candidate to indicate that all the work that they are submitting for assessment is their own work. The candidate needs to sign only one form for the entire submission. The teacher should also sign the student's form.

A candidate who has entered 90734 *Develop a design solution to a negotiated brief using specialised graphics knowledge* will need to obtain the verification of the client used in the negotiation of the brief. This will be in the form of a signature and comment from the client. Space is provided on the L3 and scholarship Authenticity Form.

Candidates who have not signed their Authenticity Form may have their results withheld until their school verifies the authenticity of their material.

A copy of the form can be found below.

USE OF COMPUTER SOFTWARE

Instrumental drawings may extend to computer-generated drawings. Note that evidence for achievement standards 90037 and 90318 must be in the form of freehand sketching and digitally enhanced imaging cannot be used.

Teachers need to be aware that presenting material that is computer generated should not detract from the candidate's graphics communication. The submitted material

should contain evidence of the candidate's thinking, their ideas and their graphics skills and knowledge.

COMPASSIONATE CONSIDERATIONS

Candidates who have been prevented from presenting materials for external assessment, or who consider that their performance in an external assessment has been seriously impaired because of exceptional circumstances beyond their control, may apply to the Qualifications Authority for a compassionate consideration of their work. Information and application forms concerning compassionate considerations can be found in section 6.1.5.4 in the Rules and Procedures on the NZQA website

Applications must be made on the standard compassionate consideration form. Candidates who are applying for a compassionate consideration should still present materials for external assessment.

The Qualifications Authority must receive applications for compassionate considerations in graphics **no later than 12 December**.

FOLDERS

Graphics folders and Level 3 envelopes will be sent to schools on the basis of entry data received in July. Schools that do not receive their folders or Level 3 labels by the end of Term 3 should contact the graphics Operations Officer in the Assessment Team at the New Zealand Qualifications Authority.

RECONSIDERATIONS

Candidates can apply for a reconsideration of their work in the same way as examination based subjects. For information, schools should refer to 6.1.7.2 Reconsideration Applications in the Rules and Procedures for information on the NZQA website (www.nzqa.govt.nz).

Please refer any enquiries relating to this information to:

Veronica Young Assessment Team Telephone: 04 463 3168 Fax: 04 802 3113 Email: mailto:veronica.young@nzqa.govt.nz



NEW ZEALAND QUALIFICATIONS AUTHORITY
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AUTHENTICITY FORM

LEVEL 3 AND SCHOLARSHIP GRAPHICS

CANDIDATE NAME: _____
NSN NUMBER: _____
SCHOOL: _____

CHECKLIST

Work has been submitted for the level 3 graphics achievement standards and/or the scholarship graphics standard. It has been submitted for the following standards. (please circle those standards for which you have submitted material for assessment)

LEVEL 3	SCHOLARSHIP
90734	93602
90735	

The submission includes drawings that have been developed using computer software. The software that has been used is

DECLARATION

CANDIDATE

This is to certify that the material presented for assessment against the external achievement standards is entirely my own work, with any external contributions duly acknowledged.

SIGNATURE _____

DATE _____

TEACHER

This is to certify that the material presented for assessment against the external achievement standards is entirely the candidate's work.

TEACHER'S NAME _____

SIGNATURE _____

DATE _____

CLIENT (only relevant for 90734 *Develop a design solution to a negotiated brief using specialised graphics knowledge*)

This is to certify that the above named candidate has negotiated with me to develop a graphics brief

CLIENT'S NAME _____

SIGNATURE _____

DATE _____

COMMENT (Optional)