

## **STUDENT 3 EXAMPLE DESCRIPTIVE TEXT**

### **[STUDENT FULL LEGAL NAME] (TASC ID)**

In secondary schooling, [STUDENT FULL LEGAL NAME] completed a program of study and attained the following skills and knowledge.

#### **Study and Learning**

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- Achieved the Everyday Adult Standard in Reading, Writing and Communication (in English)
- Achieved the Everyday Adult Standard in Mathematics
- Achieved the Everyday Adult Standard in Use of Computers and the Internet
- Reads, interprets and responds to texts
- Expresses thoughts and ideas in written and oral form
- Uses correct spelling, punctuation and grammar
- Completes a range of mathematical operations
- Manages monetary transactions confidently
- Estimates, measures and calculates routine measurements

#### **Communication and Technologies**

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- Greets and initiates conversations with others
- Completes and submits work electronically
- Uses a laptop or mobile phone to access information and complete tasks
- Creates and manages electronic files
- Demonstrates an understanding of cyber safety principles

#### **Work Pathways and Transition Activities**

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- Obtained Responsible Service of Alcohol certification
- Understands basic road safety principles
- Holds a Tasmanian learner driver's licence
- Demonstrates an understanding of basic workplace health and safety directives
- Applies personal safety procedures to the correct use of tools in the workshop
- Is aware of future learning, work and life opportunities
- Prepared a resume with support
- Created a personal email address
- Completed a work experience program

#### **Citizenship and the Environment**

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- Displays a growing respect for staff and peers within the school environment
- Engages with and participates in learning, especially when topics and projects are of interest
- Recognises and contributes to building a culture and environment that is positive, inclusive and supportive
- Describes and uses basic personal organisational skills
- Knows the impact of laws and regulations relevant to community

#### **Personal Development**

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- Recognises strategies to self-regulate
- Identifies opportunities for personal development
- Works with preferred and non-preferred people
- Demonstrates skills in persevering with tasks when supported and encouraged by staff

### **Statement of Participation in Extra-Curricular Activities**

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- Completed a cyber safety program
- Attended the TasTAFE Info Week

### **Additional Comment**

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[Student name] has made significant progress throughout his senior secondary schooling, developing his ability to regulate his emotions and interact with others in a positive and meaningful way and in doing so, building strong relationships with trusted staff and peers. [Student name] has attended classes regularly and on time this year and has identified opportunities for further personal development and learning in addition to some potential pathways of interest for employment.