

English Studio (ENS315124)

External Assessment Specifications

External Assessment Specifications inform the development of external assessments and must be read in conjunction with the current English Studio Level 3 course document, available on the [TASC Courses](#) webpage. The primary audience for this document is the course Marking Coordinators, markers, teachers, and students.

The *TASC Frequently Asked Questions – Externally assessed folios* document on the [TASC Folio Assessment](#) webpage, provides general information for all students and teachers about externally assessed folios.

Information about academic integrity requirements is available on the [TASC Academic Integrity](#) webpage.

FORMAT AND STRUCTURE

The external assessment for this course consists of **one (1)** folio comprised of:

- a short story
- a creative non-fiction text
- an independent writing project
- three pitches, one for each of the above pieces
- Works Cited and Works Consulted lists as required

CRITERIA TO BE ASSESSED

The criteria to be externally assessed are:

Criterion 2: use language to craft texts, establishing personal style and voice and shaping meaning and response

Criterion 3: craft and edit manuscript-standard texts

Criterion 6: compose texts, applying the elements and conventions of short story writing

Criterion 7: compose texts, applying the elements and processes of creative nonfiction writing

Criterion 8: craft original texts for different purposes audiences and contexts.

ASSESSMENT

All criteria are assessed using extended alpha marking: A+, A, A-, B+, B, B-, C+, C, C-, t+, t, t-, z.

Final results will be awarded as a rating of A, B, C, t, or z in the above criteria. These ratings are used in determining the final award according to the algorithm in the course document.

If a student does not submit a folio, they cannot achieve more than a Preliminary Achievement (PA) for this course.

WRITING FOLIO GUIDELINES

These guidelines provide comprehensive details for students, teachers and markers about what students must do for the Writer's Folio which forms the external assessment for this course.

The final Writer's Folio must be electronically submitted by the student to their teacher who will submit the Folio to TASC on the student's behalf.

ADVICE TO STUDENTS

Your folio will include **six** pieces incorporating a pitch and a piece for each of the three modules in the course. You must include a Works Cited and a Works Consulted list for each of the major pieces as required to meet the TASC academic integrity requirements.

Your work will be assessed against Criteria 2, 3, 6, 7 and 8. If you do not submit a folio, you cannot achieve more than a Preliminary Achievement (PA) for this course.

Your Independent Writing Project in Module 3 will create one piece of writing in a fictional or creative nonfiction genre. This may include a pair, suite or collage of pieces clearly linked by content, character or theme, or a collection of poetry. Other illustrative examples include a graphic novel, personal essays, screen, or stage script. See the course document for further information on these choices.

WORD COUNTS

The total folio word count for the folio is 6200 – 7800. This includes:

- Pitch 1: 100 – 200 words
- Module 1 piece: 1500 – 2000 words
- Pitch 2: 100 – 200 words
- Module 2 piece: 1500 – 2000 words
- Pitch 3: 300 – 400 words
- Module 3 piece: 2700 – 3000 words

See the course document for work count parity that may be relevant to any of the pieces from each module but particularly Module 3. Note: poetry may be counted by actual words, particularly when incorporated in Module 2 prose and poetry hybrid forms, or the poetry word count parity may be used (see course document). Students should indicate on the List of Contents page which calculation they have used.

What is included in the word count:

- All original work
- Quotations
- Explanatory footnotes
- Directions for scripts.

What is not included in the word counts:

- Footnotes featuring citations only
- In-text citations
- References for images
- Works Cited or Works Consulted lists
- Character names for scripts
- Titles of original work or pitch when appearing at the start of the piece.

PRESENTATION

Manuscript formatting and presentation are key aspects of writing professional practice, so students are required to show they can format their pieces in line with the following guidelines for this project/

- All writing should be presented in conventional, plain manuscript form. This is:
 - 12-point Times New Roman. The exception to this is the industry-standard font for film or television scripts which are traditionally presented in Courier or Courier New fonts
 - 2.0 line spacing for prose responses; 1.15 line spacing for poetry responses; 1.0 line spacing for scripts
 - 2.0 cm margins
 - titles of texts: centred and bold in 18-point font
 - subheadings: 14-point left aligned
 - poetry titles: 14-point bold left aligned
 - paragraph indents should be 1.0 cm or default 1.27 cm tab
 - all texts must be left margin aligned
 - for prose texts: there should be no indents for first paragraphs or after a time shift. Larger time shifts should be indicated with a section break, e.g. * * * with a lines space above or below
 - for prose texts: with the exception of a start of a section, there should be a new line of dialogue for each new speaker/character
 - dialogue punctuation conventions should be adhered to with double speech marks to indicate the spoken words
 - any unusual formatting should be noted in the Notes box on the official TASC list of contents cover page
 - each individual piece, as per the cover page, should begin on a new page
 - the headers, other than the cover page, should include the Student's TASC ID and the footer should contain page numbering in the style of 'page 2 of 20'. Both should be aligned right. The page number should be in Times New Roman 10 point and begin after the List of Contents page/s.

Note: an example of the required formatting has been incorporated into the List of Contents page.

All texts should be included in **manuscript format with required referencing**. Students should:

- include two versions of any multimodal texts that include a visual component: the first version as per publishing conventions or presentation requirements of the form or publication; the second version as per conventional, plain manuscript form (words only and/or with appropriate referencing)
- note that multimodal texts will be primarily assessed according to the standard of writing. Their ability to demonstrate an understanding of how multimodal elements interact to communicate meaning and to elicit a specific reader response, and their ability to utilise genre (form) specific conventions for their chosen texts, will contribute to their overall mark. As per the course document, students should only include 1-4 images.
- submit their folio with the official TASC list of contents cover page showing the title, form, genre and word count of each piece and each pitch. They should also include 25-30 words about their chosen publication (see course document Appendix 7). The notes section should be used to provide information on any unusual formatting suited to a specific form or text type or that has been used to contribute to clarity or are important for meaning.
- submit their folios as a single PDF file. They may also include MP4 files. Students must save a copy of their work onto the school server when submitting the folio. Teachers and students need to work together to ensure that the files submitted **must** be no larger than 500 megabytes.

PITCHES

The pitch is a powerful promotional tool that sells the concept of a text to a prospective publisher. In creating their pitches, students will:

- identify the intended publisher or publication for the story and pitch on the TASC List of Contents page
- in 25-30 words on the List of Contents page include details of what the publisher or publication features or is known for, e.g., genres, subjects, formats (see English Studio 3 course document Appendix 7)
- write a pitch, whose audience is the publisher, which includes:
 - the proposed title of your piece
 - an opening hook to grab the attention of your publisher
 - a brief description of the major elements of the work, for example topics, key themes, ideas, issues, plots, the key message.
 - details of genre, form, purpose, and target audience
 - an explanation of the experience of the reader and how your piece will engage the reader and show knowledge of texts that provide the reader with similar reading experiences
 - an explanation as to why the piece is appropriate for the intended type of publication, genre and audience
 - acknowledgement of any published sources, including those used as inspiration.

REFERENCES

Students must:

- place each Works Cited and/or Works Consulted list on the page immediately following the relevant folio piece. If you have both Works Cited and Works Consulted lists, they should begin on separate pages. Students are advised that many of the forms of Creative Nonfiction for Module 2 will need extensive referencing and are also encouraged to include a Works Consulted list for this piece to show the depth of their research.
- acknowledge sources of information, images, ideas, or words that are not their own in all pieces through in-text references or footnotes as well as the Works Cited or Works Consulted lists. See [TASC Guide to Academic Integrity](#).
- clearly indicate on their List of Contents page if they do not use the recommended MLA9 referencing and citation style
- include full in-text citations and a full, complete reference list in their manuscript version of their creative non-fiction text if they do not include it in their version that meets publishing conventions/presentation requirements. Although MLA9 does not recommend footnotes for citations only explanatory material, students may choose to include their citations in footnotes for this course in acknowledgement that many of the text types being written by students are not published with in-text citations and they can disrupt the reading experience.

ANONYMITY

- **Do not** include any identifying information, including your name, your teacher's name, or the name of your school anywhere in your submission.
 - This includes the content of the folio, file name, headers, footers, or cover pages.
 - If students are writing about yourself or your family, you should use pseudonyms. You may include a short footnote advising that pseudonyms have been used.
 - If students include images or other media that could identify you, faces **must** be obscured.
 - If students include a byline in formatted texts, they should use a pseudonym and indicate this in a footnote on the manuscript version.
 -

ADVICE TO TEACHERS

Teachers must:

- see all the pieces as they are crafted, edited and polished
- make sure the work requirements, folio presentation and academic integrity requirements are well known to students
- ensure students are aware of the penalties for not meeting the word count, manuscript formatting and academic integrity requirements
- make sure students are aware of TASC's policy on folio deadline extensions as well as the process to apply for an extension

- student work that has been published during the year is acceptable for external assessment. If published work is submitted, providers must verify the work's authenticity and confirm it is entirely the student's own.

Use of Artificial Intelligence (AI)

As well as acknowledging all sources, students need to be aware that the work they are submitting:

- be their own creative work
- not influenced by the use of Artificial Intelligence.

English Studio 3 is a Professional Studies course that requires students to:

- research suitable publications for their pieces
- write a pitch that demonstrates their understanding of the publication/publisher
- understand most publishers now refuse to accept created with assistance of generative AI.
- be wary of grammar checking and editing programs that incorporate AI to suggest edits to writing.

Accepting the recommendations of AI programs can flatten the voice of the writer as it channels writing into standard grammatical structures that add a uniformity and homogeneity to all writing. This can remove the uniqueness of the student voice that is desired in the folios. Students should work with their teacher to develop the best grammatical structures for their work.

Teachers should check the advice to markers.

SUBMISSION OF FOLIO

The provider **must** submit the folio to TASC via TRACS as a single PDF file. They may also include MP4 files by the published *due to TASC* date, available on the [TASC Folio Assessment](#) webpage.

TRACS submission requirements are available on the [TRACS Resources webpage](#).

ADVICE TO MARKERS

Markers should be aware of the Advice to Students as well as the following information on penalties, and advice provided at the annual marker's meeting.

PENALTIES

When assessing, markers should ensure they are familiar with the word count requirements of each section of the folio, the presentation requirements, and TASC's academic integrity policies.

Word Counts

Markers must penalise by one rating on Criterion 3 for any folio that is over or under the prescribed word counts (ranges) for either the total or individual pieces.

Folio Presentation and Manuscript Formatting Requirements

Markers are directed to penalise by one rating on Criterion 3 for any folio that does not comply with two or more of the presentation requirements.

Referencing and Source Acknowledgement

Markers are directed to give a rating of 't' for Criterion 3 if one or more piece/s in the folio do not meet the requirements for full referencing and acknowledgement of all sources. A marker must refer such a folio to the Marking Coordinator as an instance of a possible breach of academic integrity that may require further action under the TASC external assessment rules.

Artificial Intelligence (AI)

As well as acknowledging all sources, students need to be aware that the work they are submitting must:

- be their own creative work, authored solely by them, and
- not influenced by the use of Artificial Intelligence (AI): generative or assistive tools (e.g. grammar or proofreading software that generates, restructures, or stylistically shapes content).

In line with industry requirements, the use of generative and assistive AI tools constitutes a breach of academic integrity and will incur penalties that could lead to failure in the course. Penalties for breaches of academic integrity are detailed in the [TASC Academic Integrity Policy](#).