



2010 WITT STAR COURSE HANDBOOK



INTRODUCTION

WITT offers quality education and a great lifestyle. WITT is the only state tertiary institution in Taranaki and provides courses from part-time community courses, to certificates, diplomas and degrees across a broad range of subject areas. At WITT we pride ourselves on students' achievements and outcomes. If students choose to study with WITT we shall do all we can to show that they have made the right choice for their education and training.

Our well-qualified staff are dedicated to helping students achieve positive learning outcomes and well-regarded qualifications. We also work very closely with industry to ensure that students experience real industry knowledge and are able to learn from 'on the job' training. With a focus on vocational outcomes, students will graduate with the skills necessary to enter the workforce successfully or to staircase onto further education or training.

This booklet is intended to be a guide to assist students with their STAR courses. Our aim is to accommodate the individual requirements of your school and students. Most courses can be tailored to suit your needs. Courses listed are a compilation of suggested units that may be either introduced or achieved within the stated duration of the course. We welcome requests for alternative or additional courses. Students with special needs are welcome, support and services are available.

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WITT reserves the right to withdraw or adjust any of the courses listed, alter start dates or fee schedules, and make any other changes as it may deem desirable or necessary without prior notice. All courses listed are offered subject to a sufficient number of enrolments.

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(PLEASE NOTE WITH THE CHANGE TO REPORTING RESULTS TO NZQA FOR 2010 FROM SCHOOLS TO THE PROVIDERS, STAR COURSES WITH UNIT STANDARDS ATTACHED WILL INCLUDE AN ADDITIONAL FEE OF \$1.55 PER CREDIT PER STUDENT)

AUTOMOTIVE (UNIT STANDARDS)

This course provides the opportunity for students to obtain Unit Standards towards the Certificate in Automotive Trades program. It is suitable for those who either want to gain useful knowledge and skills or want to enter the automotive industry. One unit standard or a combination of unit standards can be taken by students.

All automotive courses are held at Saltash Street, New Plymouth

Unit Std	Term	Start Date	End Date	Day	Time	Weeks	Fee per Hour/ Student
231	2	20 April	8 June	Tues	12:30-3:30pm	8	\$14.00 (+ \$1.55 per credit)
3462	2	15 June	29 June	Tues	12:30-3:30pm	3	\$14.00 (+ \$1.55 per credit)
21869 & 21722	2	20 May	1 July	Thurs	12:30-3:30pm	7	\$14.00 (+ \$1.55 per credit)
17458	3	22 July	2 Sept	Thurs	12:30-3:30pm	7	\$14.00 (+ \$1.55 per credit)
3467	3	9 Sept	23 Sept	Thurs	12:30-3:30pm	3	\$14.00 (+ \$1.55 per credit)

Unit	Title	Level	Credit	Version
231	Explain the operation of two and four stroke petrol and diesel engines	2	4	8
3462	Demonstrate knowledge of traffic law for safe driving	1	3	4
21869	Remove and replace road wheels in the motor industry	1	1	1
21722	Balance wheels off a vehicle in the motor industry	2	2	1
17458	Demonstrate knowledge of light vehicle systems and components	2	2	4
3467	Dynamics and techniques for managing dynamics of light motor vehicles	2	4	5

Note: A minimum of 10 students are required to run this course

Please note the following:

- The recommendation is that students complete unit standards 231 and 17458 first before taking other unit standards in Automotive
- Unit standards 21869 and 21722 will be offered together as one course
- It is recommended that 3467 which is a theory unit standard be taken with more practical unit standards such as 21869 and 21722

GENERAL CAR MAINTENANCE (SIC)

An 8 week course covering general car maintenance – changing tyres, checking oil and water, warrant of fitness etc., will be offered in 2010. This course may be offered in Stratford (Monday afternoons – Term 2) and may be offered in New Plymouth. Please contact the STAR Co-ordinator for timetabling.

INTRODUCTION TO MIG WELDING (UNIT STANDARD)

This course introduces students to the skills required to use the manual metal arc welding process safely. The course is suitable for those who wish to enter the welding or engineering industry.

Term	Start Date	End Date	Day	Time	Room	Weeks	Fee per Hour/ Student
2	3 May	21 June	Mon	1:00-3:00pm	K Block	8	\$14.00 (+ \$1.55 per credit)
3	26 July	13 Sept	Mon	1:00-3:00pm	K Block	8	\$14.00 (+ \$1.55 per credit)

Unit	Title	Level	Credit	Version
21684	Use a MIG welding plant in the motor industry	2	3	1

Please Note: A minimum of 10 students are required to run this course

Special Requirement:

Students must wear long trousers and filled-in shoes

AUTOCAD (INTRODUCTION TO COMPUTER AIDED DRAUGHTING) (UNIT STANDARD)

This unit standard enables students to prepare CAD environment, create drawing entities, edit entities and attributes and produce and confirm output.

Term	Start Date	End Date	Day	Time per day	Room	Weeks *	Fee per Hour/ Student
2	11 May	29 June	Tues	2.5 hours	A101	8	\$14.00 (+ \$1.55 per credit)
3	2 August	21 Sept	Tues	2.5 hours	A101	8	\$14.00 (+ \$1.55 per credit)
4	11 October	30 Nov	Tues	2.5 hours	A101	8	\$14.00 (+ \$1.55 per credit)

Please note: A minimum of 10 students are required to run this course

Unit	Title	Level	Credits	Version
2433	Create simple engineering drawings using AUTOCAD software	2	6	5

ARCHITECTURAL TECHNOLOGY (NO UNIT STANDARD ATTACHED)

This course is designed for those who are interested in pursuing a career in the architectural field. It covers some of the basic skills needed for understanding the production of architectural working drawings and presentation sketches.

Term	Start Date	End Date	Day	Time	Room	Weeks	Fee per Hour/ Student
1	12 March	26 March	Fri	10:00-12:00	A101	3	\$14.00
2	4 June	18 June	Fri	10:00-12:00	A101	3	\$14.00
3	* Gifted & Talented Tbc	tbc	Fri	2 hours/week	A101	3	\$150/hr (regardless of # of students)

Please note: A minimum of 10 students are required to run this course

ELECTRICAL (UNIT STANDARDS)

Course Objective:

This course is designed to provide students with a basic knowledge of electromotive force production and electrochemistry, which underpins the technical aspects of the electrical and electronic industries.

Term	Start Date	End Date	Day	Time	Room	Weeks	Fee per Hour/ Student
2	Subject to interest				A201	5	\$14.00 (+ \$1.55 per credit)
3	19 August	16 Sept	Thurs	12:30-3:30 pm	A201	5	\$14.00 (+ \$1.55 per credit)

Unit	Title	Level	Credit	Version
25071	Demonstrate knowledge of electromotive force (emf) production	2	3	1

Please note: A minimum of 10 students are required to run this course

Students must wear filled in shoes

HOSPITALITY (UNIT STANDARDS)

This course provides students with – Food Safety, and cooking food items by baking.

Term	Start Date	End Date	Time	Block/ Room	Weeks	Fee per Hour/ Student
2	21 April	30 June	1:15-3:15pm	E /Training Kitchen	11	\$13.00 (+ \$1.55 per credit)
3	21 July	22 Sept	1:00-3:00pm	E/ Training Kitchen	10	\$13.00 (+ \$1.55 per credit)

Unit	Title	Level	Credit	Version
167	Practice food safety methods in a food business	4	2	5
13272	Cook Food Items By Baking	2	2	3

Students must ensure they wear closed in shoes/footwear - Jandals/sandals are not suitable
Further details on the Information Sheet

JOURNALISM (UNIT STANDARD)

This course introduces students to the world of journalism. Students will learn how to write short news stories for print and present news stories ready for the publication process.

Term	Start Date	End Date	Time	Room/Block	Weeks	Fee per Hour/ Student
2	21 April	30 June	1:15-3:15pm	L Block	11	\$10.00 (+ \$1.55 per credit)
3	21 July	22 Sept	1:00-3:00pm	L Block	10	\$10.00 (+ \$1.55 per credit)

Unit	Title	Level	Credits	Version
10820	Write short news stories	2	4	4

BEAUTY THERAPY (UNIT STANDARD)

The Beauty Therapy course is designed to give students an introduction to the beauty therapy industry by giving them the opportunity to experience the requirements of the industry. Services will also cover areas of the skin, make-up, brow shaping, nails and supporting structures, manicure, pedicure and care for different items of clothing.

Term	Start Date	End Date	Day	Time	Block/ Room	Weeks	Fee per Hour/ Student
2	27 April	29 June	Tues	1:00-3:00 pm	A Salon	10	\$10.00 (+ \$1.55 per credit)

Unit	Title	Level	Credits	Version
62	Maintain personal presentation in the workplace	2	2	4

Special Requirements:

Students must wear immaculate school uniform

Hair is to be worn off the shoulders and secured in a neat bun if long and fringe should be above or off the eyebrows.

HAIRDRESSING (UNIT STANDARDS)

The Hairdressing Industry Training Organisation requirements are that students must be able to supply evidence of repeated consistent performance at a commercial level. Students will therefore be required to bring the necessary number of clients on which it is required to complete the skills assessed.

Term	Start Date	End Date	Day	Time	Room	Weeks	Fee per Hour/ Student
2	27 April	29 June	Tues	1:00-4:00 pm	A113	10	\$10.00 (+ \$1.55 per credit)
3	20 July	21 Sept	Tues	1:00-4:00 pm	A113	10	\$10.00(+ \$1.55 per credit)

Unit	Title	Level	Credits	Version
2866	Shampoo hair and scalp	3	4	5
2869	Apply treatments to the hair and scalp	2	2	5

(These units include both theory and practical assessments)

Please note:

Students will be required to bring up to two clients every Tuesday except the first day of each course.

Times will vary depending on theory requirements but students will be made aware at least one week in advance.

INTRODUCTION TO EARLY CHILDHOOD EDUCATION (UNIT STANDARDS)

This course is designed to give Year 12 and 13 students the opportunity to foster and develop their skills and creativity so that they can understand the exploratory world of children aged 0 - 5 years. This course provides students with a combination of theory and hands-on including topics such as art, music, play, basic needs, health and how these relate to the education and care of children.

Term	Start Date	End Date	Day	Time	Room	Weeks	Fee per Hour/ Student
1*	23 Feb	30 March	Tues	1:00-3:00pm	E3	6	\$10.00 (+ \$1.55 per credit)
2**	27 April	29 June	Tues	1:00-3:00pm	E3	10	\$10.00 (+ \$1.55 per credit)
3***	20 July	21 Sept	Tues	1:00-3:00pm	E3	10	\$10.00 (+ \$1.55 per credit)

Unit	Title	Level	Credits	Version
10024	Describe ways to encourage good health in young children	2	2	2
10021	Demonstrate knowledge of the basic needs of young children	2	2	2
10017	Provide resources for play for young children	2	3	2

BABYSITTING (NO UNIT STANDARD)

This course will provide teens (14 years and over) with the necessary skills for babysitting.

Term	Start Date	End Date	Day	Time	Room	Weeks	Per Student Entire Course
2	27 April	1 June	Tues	4:00-5:30 pm	E3	6	\$50
3	5 August	9 Sept	Thur	4:00-5:30 pm	E3	6	\$50
4	19 Oct	23 Nov	Tues	4:00-5:30 pm	E3	6	\$50

BONE CARVING – WHAKAIRO (NO UNIT STANDARD)

This course is designed for students who wish to learn about the art on bone carving. Students will complete the course with a basic understanding of this art. They will have also designed a bone carving to take with them.

No unit standards attached

Term	Start Date	End Date	Day	Time	Room	Weeks	Fee per Hour/ Student
1	24 Feb	14 April	Wed	9:00-12:00 pm	TBC	8	\$10.00
2,3,4	Negotiable						\$10.00

RĀRANGA HARAKEKE (WEAVING) (UNIT STANDARDS)

This course is designed for students who wish to learn about the traditional art of Māori weaving. Students will complete the course with a practical understanding of this art.

Term	Start Date	End Date	Day	Time	Room	Weeks	Fee per Hour/ Student
1	1 March	Neg	Mon	1:00-3:00 pm	A001	Negotiable	\$10.00 (+ \$1.55 per credit)
2,3,4	Negotiable						\$10.00 (+ \$1.55 per credit)

Further study - Design & Art

*Fee - Negotiable rate per hour /per student

Unit Standards Offered

Unit	Title	Level	Credit	Version
18689	Whakamārama i ngā tikanga a te Whare Pora	1	4	4
7873	Prepare muka for kete whiri	2	4	3

MARAE CATERING

This course is designed for students who wish to learn about marae catering. Students will complete the course with a practical understanding of this area.

Term	Start Date	End Date	Day	Time	Room	Weeks	Fee per Hour/ Student
1	Negotiable						\$10.00
2,3,4	Negotiable						\$10.00

Further study Catering and Hospitality

* Fee - Negotiable rate per hour/per student

MANA WAHINE

This course is designed for students who wish to learn about mana wahine. Students will complete the course with a practical understanding of this topic.

Term	Start Date	End Date	Day	Time	Room	Weeks	*Fee per Hour/ Student
1	2 March	Neg	Tues	1:00-3:00 pm	A001	Negotiable	\$10.00
2,3,4	Negotiable						\$10.00

Further study Māori Language/Māori Performing Arts

* Fee - Negotiable rate per hour /per student

TIKANGA

This course is designed for students who wish to learn about tikanga from a Taranaki perspective. Students will complete the course with a practical understanding of tikanga.

Term	Start Date	End Date	Day	Time	Room	Weeks	*Fee per Hour/ Student
1	3 March	Neg	Wed	1:00-3:00 pm	A001	Negotiable	\$10.00
2,3,4	Negotiable						\$10.00

Further study Māori Language/ Māori Performing Arts

* Fee - Negotiable rate per hour /per student

TE REO MĀORI (LANGUAGE)

This course is designed for students who wish to learn about te reo Māori. Students will complete the course with a practical understanding of this topic.

Further study Māori Language/Māori Performing Arts

* Fee - Negotiable rate per hour/per student

Term	Start Date	End Date	Day	Time	Room	Weeks	*Fee per Hour/ Student
1	4 March	Neg	Thurs	1:00-3:00 pm	A001	Negotiable	\$10.00
2,3,4	Negotiable						\$10.00

INTRODUCTION TO ANIMATION (NO UNIT STANDARD)

This course is an introduction to Animation. Students will learn to use the drawing tools, layers and key frames, import files, symbols and tweening.

There are no unit standards attached.

Term	Start Date	End Date	Day	Time	Room	Weeks	Fee per Hour/ Student
1	Tba	Tba	Tba	Tba	Tba	6	\$10.00
2	Tba	Tba	Tba	Tba	Tba	6	\$10.00
3	27 July	21 Sept	Tues	1:00 – 3:00 pm	Tba	8	\$10.00

STARTING OUT WITH PHOTOSHOP (NO UNIT STANDARD)

This course introduces basic knowledge of Photoshop as an imaging programme. Students are introduced to the tools of Photoshop and complete Photoshop projects.

Term	Start Date	End Date	Day	Time	Room	Weeks	Fee per Hour/ Student
2	3 May	28 June	Wed	1:00 – 3:00 pm	B103	8	\$10.00
3	Tba	Tba	Tba	Tba	Tba	6	\$10.00

No unit standards attached.

N.B. This course is only suitable for Years 12 and 13 students with good computer skills. The students must have access to Adobe Photoshop software.

SCREENPRINTING (NO UNIT STANDARD)

This course is designed to provide the student with a range of printing techniques which can be applied to T-shirts or posters.

Term	Start Date	End Date	Day	Time	Room	Weeks	Fee per Hour/ Student
2	4 May	22 June	Tues	1:00-3:00 pm	tbc	8	\$10.00
3	tba	tba	tba	tba	tba	tba	\$10.00

PLEASE NOTE:

- With the change to reporting results to NZQA for 2010 from Schools to Providers, STAR courses with unit standards attached will incur an additional fee of \$1.55 per credit per student
- Where term and start dates indicate 'Negotiable' the Faculties offering these courses are willing to negotiate with schools with regard to timing (please contact WITT)
- Courses will run only if they meet the minimum enrolment of **8** students, with some courses requiring a minimum of **10** students to run.
- Schools will be asked to complete a Memorandum of Understanding prior to the commencement of courses where they have students enrolled in
- WITT reserves the right to alter the timings of STAR courses
- Further offerings of particular courses may be negotiated
- This course offerings booklet may be updated by email (as required).