

Topic	Week	Student focus	Hours*	Hours per week
Introduction	1	Familiarise yourself with the online learning environment. Read through the getting started section. Email your teacher. Post in the discussion board. Find & use the glossary, content sections including supplementary resources section. Purchase textbook. Complete Pre-test.	12	12
Unit 1	2	Read Chapter 1 of textbook & Teacher Notes (attempt review questions)	5	11
		Complete Lab Activity 1	5	
		Complete Progress Test 1.1	1	
Unit 2	3	Read Chapters 2 & 3 of textbook & Teacher Notes (attempt review questions)	10	12
		Progress Test 2.1	2	
	4	Read Chapters 4 & 5 of textbook & Teacher Notes (attempt review questions)	10	15
		Progress Test 2.2	2	
		Complete Lab Activity 2	3	
Unit 3	5	Read Chapters 6 & 7 of textbook & Teacher Notes (attempt review questions)	10	12
		Progress Test 3.1	2	
	6	Read Chapters 8, 9 & 10 of textbook & Teacher Notes (attempt review questions)	15	15
		Progress Test 3.2	3	
		Complete Lab Activity 3	6	
Unit 4	8	Read Chapters 11 of textbook (attempt review questions)	5	7
		Progress Test 4.1	2	
Unit 5	9	Read Chapters 12, 13 & 14 of textbook & Teacher Notes (attempt review questions)	15	18
		Progress Test 5.1	3	
	10	Lab Activity 4	5	11
		Lab Activity 5	6	
Unit 6	11	Read Chapters 15 & 16 of textbook & Teacher Notes (attempt review questions)	10	12
		Progress Test 6.1	2	
	12	Read Chapters 17, 18 & 19 of textbook & Teacher Notes (attempt review questions)	15	15
		Progress Test 6.2	3	
		Lab Activity 6	7	
Unit 7	14	Read Chapters 20 & 21 of textbook & Teacher Notes (attempt review questions)	10	12
		Progress Test 7.1	2	
	15	Lab Activity 7	6	11
		Lab Activity 8	5	
Unit 8	16	Request/Schedule Final Exam	1	13
		Read Chapters 22 & 23 of textbook & Teacher Notes (attempt review questions)	10	
		Progress Test 8.1	2	
Unit 9	17	Read Chapters 24 of textbook & Teacher Notes (attempt review questions)	5	13
		Progress Test 9.1	2	
		Revision & Complete Practise Exam	6	
Final	18	Revision	9	12
		Final Exam	3	

NB: The course is designed for a student to require approximately 220 hours for completion, or approximately 12 hours a week. The hours per focus area is an estimate only. The hours broken down are to be used as a guide; some students may need less time, some may need more to ensure understanding.

Assessment:

Progress Tests: 15%

Lab Activities: 15%

Final Exam: 70%

(Students are permitted to sit the final exam on two extra occasions if they fail the first time.)