



Middle Years

P	Practical
	AND
A	Applied
A	Arts

NLSD #113 Course Planning Reference

Small Schools

Revised Aug 25, 2011

NLSD #113 - Middle Years PAA Course Planning Reference

This PAA Survey Course planning Reference is designed for NLSD Schools and teachers to implement the:

- 1. Sask. Learning PAA Curriculum requirements for middle years PAA Survey course development; as well as**
- 2. Northern Lights School Division's expectations for middle years PAA across the division.**

This document contains information on:

- Middle Years (Grade 7,8,9) PAA Course creation and module recording as required by Sask. Learning and NLSD School Division;
- Required recording of:
 - i. Teacher Module Selection on a NLSD PAA Survey Course Planning form at the beginning of the school year
 - ii. Student module completion recording:
 - a. On the Sask. Data System
 - b. On the PAA Student Forms
 - c. On the NLSD MAT System as course completion

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Middle Years (Gr. 7-9) Practical and Applied Arts - Saskatchewan Learning

The Ministry of Education has provided the following information to understand Practical and Applied Arts in Sask.

Education

Sask. Learning Practical and Applied Handbook
http://www.sasklearning.gov.sk.ca/docs/paa/PAA_Handbook/intro.html

Requirements for Middle Years PAA

<http://www.sasklearning.gov.sk.ca/docs/paa/survey/overview/overview1.html> outlines:

**** Students are to complete at least 3 (three) 50-hour PAA Survey courses between Grades 7 to 9 (Sept. 2004).**

**** Each 50 hour course will consist of the modules selected from a minimum of three PAA curricula (the modules selected from any one curriculum group will equal less than 25hrs /of the total 50 hrs)**

Aim – Practical and Applied Arts will provide important learning opportunities for all students to apply technical knowledge and to improve technology, planning, personal, and teamwork skills.

Goals – The Practical and Applied Arts are an integral part of the K-12 program of studies and play a significant role in developing the potential of all students.

Framework – The framework for the PAA includes ten Transition to Work dimensions (pg 7) for integration/incorporation in all PAA courses. These dimensions include:

- apprenticeship
- career development
- community project(s)
- volunteerism
- employability skills
- entrepreneurial skills
- occupational skills
- personal accountability
- teamwork
- work study exploration
- processing of information

The intent of the middle years PAA is to expose students to a variety of PAA courses by offering a balance of modules.

For some students, this will help them make choices at the secondary level. For others, the middle level may offer a variety of practical skill development.

The integration of computer skills across the curriculum removes the need for computer literacy as a course. This will free up time to accommodate the PAA Survey course requirements.

Definitions

Four terms used in the Sask. PAA handbooks.

Clusters/Sections: an organizer term used for related curricular groupings. Presently the six organizers (occupational clusters) are:

Agriculture	Home and Hospitality,
Communication	Trades
Natural Resources	Business

PAA Curricula: are groups of related modules (and these groups are placed into a certain section/ cluster)

(http://www.education.gov.sk.ca/adx/asp/adxGetMedia.aspx?DocID=3933_88,Documents&MediaID=11319&Filename=PAAinfo_bulletin.pdf)

PAA Modules – each module has a set of specific objectives for specific PAA information and skill development - introductory, intermediate, and advanced.

PAA Courses – are created from a selection of PAA modules from the various PAA Curricula within the PAA Sections/Clusters

All PAA Courses incorporate connections to Apprenticeship, Career Development, Personal Accountability, Community Projects, Processing Information, Employability Skills, Teamwork, Work Study/Education and Occupational Skills.

**PAA Sections (*clusters*)
&
Curricula Groups from which to choose modules**

Agriculture (section/cluster)	Communications	Home and Hospitality	Trades	Business	Natural Resources-
<u>Curricula</u>	<u>Curricula</u>	<u>Curricula</u>	<u>Curricula</u>	<u>Curricula</u>	<u>Curricula</u>
Agriculture Studies	Communications Media	Clothing & Textiles	Autobody	Accounting	Energy and Mines
Agriculture Technician – Cow / Calf production	Comm. Production Technology	Food Studies	Commercial Cooking	Career & Work Exploration	Forestry
Ag. Tech. Dairy Production	Design Studies 10, 20	Housing	Cosmetology	Entrepreneurship 30	Wildlife Management
Ag. Tech. Feedlot Production	Drafting & Computer Aid Design	Interior Design	Const. & Carpentry	Info Processing	
Ag. Tech. Field Crop Production	Photographics, Photography & Graphic Arts	Life Transitions	Electrical & Electronics		
Ag. Tech Pork Production & Sheep Production	Theatre Arts	Tourism Hospitality, Entrepreneurship	Horticulture		
		Upholstery	Machining		
			Mechanical Auto		
			Welding		

NLSD Schools

DESIGNING a Middle Years PAA Course

Each student in grade 7-9 is to receive one 50 hours PAA Survey Course per year or three 50 hr. PAA Survey Courses by the end of grade 9.

- **Large Schools** – Middle years teachers in collaboration with high school PAA Teachers will create a School PAA Plan to reduce duplication of PAA modules in their courses and to increase the variety of student PAA experiences.
- **Small Schools** – Recommend creating a three year PAA Survey Course plan to avoid repeating modules (except safety modules) for your grade 7-9 students.

Each middle years 50 hour course is to be a Survey Course which:

- Can be based on an activity, event or theme;
- Is dependent on resources (equipment, facilities, staff);
- Is designed around student interest or needs.
- For Grade 8 & 9 will include NLSD prescribed Sask. Learning modules and specific resources to be used.

REQUIREMENTS Regarding MODULE SELECTION:

1. **Only Sask. Learning PAA module curriculum** is to be used.
2. **Prerequisite modules** must be taught before the following modules.
3. **NLSD prescribed modules** must be included in grade 8 & 9 PAA Courses.
4. **SURVEY Courses** are made of **MODULES:**
 - From a **minimum of three (3) PAA curricula groups** (see next page for curriculum groups).
 - So that the **total modules' hours from any one curricula group is less than** the total of half of the course hours; therefore **less than 25 hrs** of the total 50hrs)
 - **Most often introductory modules** ★ (note: always repeat safety modules but can only get SDS module completion once). **Combinations** of safety information from a variety of safety modules may be developed to suit the needs of a particular PAA Survey Course. (**suggested modules see Appendix A**)
 - **At times intermediate modules** ★ are appropriate..
 - **Only exception** - students in grades 7-9 may use Christian Ethics courses to fulfill two of the three PAA survey course requirements. (100hrs of the 150hrs).
<http://www.sasklearning.gov.sk.ca/docs/paa/PAAGHandbook/progcon.html#po> . Prescribed Gr. 8 & 9 PAA modules will still need to be provided for.

GRADE 8 AND 9

- NLSD PRESCRIBED PAA MODULES will be included in the Survey Course offered; and
- The outlined required resources include the Sask. Learning CWEX objectives, the sample lessons, sample activity ideas plus the Young Worker's Readiness Course booklets/modules 1,2,3. Teacher planning & creative ways to make the YWRC information engaging is important

INSTRUCTION OF MODULES:

- As in any other core curriculum, the **module 's foundational & learning objectives** are to be achieved.
- The **Adaptive Dimension** allows the teacher to adapt the learning objectives, the instructional and assessment methods and the learning environment. (except in the NLSD prescribed modules and use of prescribed resources).
- **Safety and career development** learning objectives are **compulsory** topics and are to be **integrated** throughout PAA Courses.
- **Job shadows, career research, interviews, field trips, guest speakers**, etc. are to be used to make connections to the workplace in order to support work-based learning.

RECORD KEEPING

Recordkeeping is an essential part of offering Survey Courses at all levels. (Answers Appendix B)

FORMS are included (Student Forms - Appendix D)

Each MODULE that a student completes is recorded.

The on going record of modules completed by each student is to be recorded on individual recording sheets and at the end of each term AND:

- **Completed modules** are entered on Sask. Student Data System (SDS)
- **Course completion** is entered onto the MAT and;
- **An updated PAA Modules Completed Form** is added to the student's portfolio binder at the end of each school year.

Answers to RECORDING PAA MODULES ----
See Appendix A

Section 1 -

Small Schools PAA Course Planning

SECTION 1

Small Schools & PAA Planning for Gr. 7-9

Small schools are able to provide a variety of survey PAA courses to grade 7-9 students ensuring to provide the NLSD prescribed modules and also meet the Ministry of Education PAA recommendations.

Courses can be around an event such as a parent dinner or theatre production or the course could just be a variety of modules which can realistically be achieved with the school resources present.

The goal for small schools is to provide a different PAA course (with different modules) during each 3 year cycle. Thus a 3 year PAA planning aid has been included to help sort this out.

It is expected that in each 3 year cycle the prescribed PAA modules of:

- Career Work Experience Module 1 (CWEX 1)
- Career Work Experience Module 2A (CWEX 2A)
- Career Work Experience Module 9A (CWEX 9A)
- Career Work Experience Module 10A (CWEX 10A)
- Machining Module 88 (MACH 88)

will be provided to students in grade 7-9 each 3 year period. The small school teacher will best plan this out as the CWEX modules are provided in grade 8 and the Module 88 in grade 9.

Module 88 is required before grade 10 as it is a challenge in the Sask. Youth Apprenticeship program and all NLSD students are to be registered into and complete this program in high school.

Please look at the NLSD Reference Guides for each grade (with grade 8 & 9 having some of the modules all planned out and activity handouts included)

Small School Practical Applied Arts Survey Course Outline (Middle Years)

200 to 20 School Year

School _____

Two Year or Three Year Program

ar _____, _____ Plans

Course Name	Selected Modules	Hours of Instruction

r _____, _____ Plans

Course Name	Selected Modules	Hours of Instruction

r _____, _____ Plans

Course Name	Selected Modules	Hours of Instruction

Appendix A

Introductory Sask Learning PAA Modules

For grades 7-9

Appendix A Introductory PAA Modules

level	Module Code	Hours	Prerequisite Modules	Module Name
	Accounting			Accounting – Section/ cluster: Business
☆	ACCT101A	2-5	None	Module 1A: Introduction to Accounting
☆	ACCT101B	4-8	101A	Module 1B: Accounting Equation
☆	ACCT101C	4-8	101B	Module 1C: Transaction Analysis
☆	ACCT101D	5-7	101C	Module 1D: T- Accounts
☆	ACCT101E	4-7	101D	Module 1E: Financial Statements
☆	ACCT104A	7-9	None	Module 4A: Banking
☆	ACCT107A	10-20	None	Module 7A: Calculator and Business Applications
☆	ACCT113	2-5	None	Module 13: Career Opportunities in Accounting
	Autobody			Autobody – Section/ cluster: Trades
☆	AUTB01	2-4	None	Module 1: Safety
☆	AUTB02	4-6	None	Module 2: Auto Design
☆	AUTB03	4-6	01	Module 3: Hand Tools
☆	AUTB04	4-6	01, 03	Module 4: Power Tools
☆	AUTB05	20-30	04	Module 5: Metal Straightening
☆	AUTB06	4-6	02, 04	Module 6: Filling Damage
	Career and Work Exploration			Career and Work Exploration - Section/ cluster: Business
★	CWEX02A	5-10	Gr 8 -None	Module 2A: Portfolio Building
★	CWEX03	2-3	None	Module 3: Recognizing Networks
★	CWEX04	1-2	None	Module4: Understanding Transferable Skills
★	CWEX09A	3-5	Gr. 8 - None	Module 9: Occupational Health and Safety – Resource for part of this module is
★	CWEX10A	1-2	Gr. 8 None	Module 10A: Labour Standards
★	CWEX12	2	None	Module 12: Workplace Hazardous Materials Information System (WHMIS)
	Clothing, Textiles & Fashion			Clothing, Textiles & Fashion – Section/cluster: Home & Hospitality
☆	CTFA01	5-10	None	Module 1: Introduction to Sewing
☆	CTFA02	20-25	None	Module 2: The Basics: Successful Sewing

level	Module Code	Hours	Prerequisite Modules	Module Name
	Communications Media			Communications Media - Section/cluster: Communications
	CMED01	3-5		Module 1: Communication Through Media (Core)
	CMED02A	2-3		Module 2A: Legal and Ethical Issues (Core)
	CMED03	3-5		Module 3: Production Stages (Core)
	CMED04	3-5		Module 4: Career Opportunities (Core)
	Communication Production Technology			Communication Production Technology – Section/cluster: Communications
☆	CPTE01	1-3	None	Module 1: Overview of Communication Production Technology
☆	CPTE02	3-5	01	Module 2: Introduction to Production Stages
☆	CPTE03	2	01	Module 3: Legal and Ethical Issues
★	CPTE04	3-10	01	Module 4: Career Opportunities
☆	CPTE05A	10-20	01, 02	Module 5A: Introductory Video Production
☆	CPTE06A	10-20	01,02	Module 6A: Introductory Audio Production
☆	CPTE07A	10-20	01,02	Module 7A: Introductory Multimedia Production
☆	CPTE08A	20-30	5A or 6A or 7A	Module 8A: Introductory Production Projects
☆	CPTE10	2-4	01,02	Module: 10: Effective Communication
	Construction and Carpentry			Construction and Carpentry – Section/ cluster Trades
☆	CONS01	5-8	None	Module 1: Introductory Safety
☆	CONS02A	5-8	None	Module 2A: Introductory Wood Theory
☆	CONS03	5-10	01	Module 3: Lay Out and Hand Tools
☆	CONS04A	5-8	01	Module 4A: Portable Power Tools
☆	CONS06A	25-50	01, 03, 04	Module 6A: Introductory Wood Projects
☆	CONS07	5-10	02, 04	Module 7: Concrete, Components and Mixing
☆	CONS08	2-6	01	Module 8: Fasteners and Adhesives
☆	CONS09	5-10	None	Module 9: Project Finishing
★	CONS10	2-6	None	Module 10: Construction and Careers

level	Module Code	Hours	Prerequisite Modules	Module Name
	Commercial Cooking			Commercial Cooking – Section/ cluster: Trades
☆	COOK01A	5	None	Module 1A: Introduction to the Food Industry
☆	COOK02A	8-10	01	Module 2A: Safety and Sanitation
☆	COOK03A	5	01	Module 3A: Tools and Equipment
☆	COOK04A	8-10	01	Module 4A: Kitchen Organization and Food Preparation
★	COOK06A	5-10	01	Module 6A: Vegetables and Fruits
★	COOK15	2-5	01	Module 15: Career Opportunities in Commercial Cooking
	Cosmetology			Cosmetology – Section/ cluster: Trades
★	COSM01	3-4	None	Module 1: Introduction to a Salon
★	COSM05A	10-15	None	Module 5: Nail Care
★	COSM06A	15-20	None	Module 6A: Skin Care
★	COSM07	10-15	None	Module 7: Make-up Application
★	COSM08	3-5	None	Module 8: Career Opportunities
	Cow/Calf Production			Cow/Calf Production – Section/ cluster: Agriculture
★	CALF03	3-4	None	Module 3: Career Exploration
★	CALF23	2-4	None	Module 23: Cattle Breeds
	Dairy Production			Dairy Production – Section/ cluster: Agriculture
★	DAIR03	3-4	None	Module 3: Career Options
★	DAIR16	2-3	None	Module 16: Milk Production
	Design Studies			Design Studies – Section/ cluster: Communications
☆	DEST01	15-25	None	Module 1: The Design Process
☆	DEST02	15-25	01	Module 2: Design Fundamentals
☆	DEST03	5-15	None	Module 3: Sketching and Freehand Drawing Fundamentals
☆	DEST04	10-20	None	Module 4: Modeling
☆	DEST05	10-15	01	Module 5: Historical Cultural Design
☆	DEST06	15-25	01,02	Module 6: Two Dimensional Design Applications
☆	DEST07	5-10	None	Module 7: Three-dimensional Design Applications

level	Module Code	Hours	Prerequisite Modules	Module Name
	Drafting and Computer Aided Design			Drafting & Computer Aided Design – Section/ cluster: Communications
☆	DRAF01	10-20	None	Module 1: Computer Aided Drafting Basics
☆	DRAF02	10-15	None	Module 2: Basic Manual Drafting Tools and Procedures
☆	DRAFO3	5-15	None	Module3: Sketching and Freehand Drawing Fundamentals
☆	DRAF04	20-25	01 or 02	Module 4: Multiview Drawing
☆	DRAF05	15-20	01 or 02	Module 5: Pictorial Drawings
☆	DRAF06	15-20	01 or 02	Module 6: Basic Dimensioning
★	DRAF29	10-15	None	Module 29: Surveying
★	DRAF30	2-5	None	Career Opportunities
	Electrical and Electronics			Electrical and Electronics – Section/ Cluster: Trades
☆	ELEC01A	8-15	None	Module 1A: Safety and Health
★	ELEC02A	10-20	1A	Module 2A: Concepts About Electricity
☆	ELEC17A	10-20	2A	Module 17A: Introduction to Electronic Components
☆	ELEC17B	5-8	None	Module17B: Introduction of Electronics, Diodes
☆	ELEC18A	5-10	2A	Module18A: Cells and Small Voltage Sources
★	ELEC19A	4-7	2A	Module19A: Measuring Instruments, Meters
★	ELEC20	2-5	None	Module20: Careers
☆	ELEC22A	5-10	2A	Module22A: Soldering, De-soldering and Recycling Components
★	ELEC31	5-10	1A, 2A	Module31: Robotics
★	ELEC32A	5-10	1A, 2A	Module32A: Computer Recycling
	Energy and Mines			Energy and Mines – Section/ cluster: Natural Resources
★	ENM101	6-8	None	Module1: Introduction to Energy and Mines
	Entrepreneurship			Entrepreneurship – Section/ cluster: Business
☆	ENTR101	3-5	None	Module 1: Introduction to Entrepreneur
☆	ENTR103	10-15	01	Module 3: Entrepreneurial Skills
	Food Studies			Food Studies - Section/ cluster: Home & Hospitality
☆	FOOD01	8-10	None	Module 1: Kitchen Basics
☆	FOOD02	8-10	Non	Module 2: Kitchen and Food Safety
☆	FOOD03	10-15	None	Module 3: Baking Basics
☆	FOOD04	10-15	None	Module 4: Food and Health

level	Module Code	Hours	Prerequisite Modules	Module Name
☆	FOOD09	5-10	None	Module 9: Snacks
★	FOOD10	6-8	None	Module 10: Canada's Food Guide
★	FOOD28	5-6	None	Module 28: Exploring Careers
	Forestry Studies			Forestry Studies – Section/ cluster: Natural Resources
☆	FRST02	4-8	None	Module 2: Forest Sector Careers
☆	FRST03	4-6	None	Module 3: Forestry Ecology
★	FRST09A	4-6	None	Module 9A: Occupational Health and Safety
★	FRST10	2-3	None	Module 10: Labour Standards
	Horticulture			Horticulture – Section/ cluster: Agriculture
☆	HORT01	5-15	None	Module 1: Botony
☆	HORT02	5-10	01	Module 2: Soil Characteristics
☆	HORT03	5-15	None	Module 3: Indoor and Outdoor Plant Clarification
☆	HORT04A	3-9	None	Module 4A: Safety – Recognizing Hazards
★	HORT05	2-5	None	Module 5: Careers Opportunities in Horticulture
☆	HORT07	5-15	None	Module 7: Plant Production
☆	HORT15	5-10	01	Module 15: Container Gardening
☆	HORT25	15-20	01, 07	Module 25: Vegetable C=Gardens
	Information Processing			Information Processing – Section/ cluster: Business
☆	INFO101	5-10	None	Module 1: Information to Computer Technology
☆	INFO102	20	None	Module 2: Learning to Keyboard by Touch
☆	INFO103	5-10	01	Module 3: Information Processing Activities
☆	INFO104	5-10	02	Module 4: Information Processing Projects
☆	INFO107	5-10	02	Module 7: Developing IP skills for Personal Use
☆	INFO108	20-25	02	Module 8: Introductory Word Processing and Formatting
☆	INFO111	10-15	02	Module 11: Internet Theory, Use and Exploration
☆	INFO123	2-5	None	Module 23: Career Opportunities in Information Processing

level	Module Code	Hours	Prerequisite Modules	Module Name
	Mechanical and Automotive			Mechanical and Automotive – Section/ cluster: Trades
☆	MECH01	10-20	None	Module 1: Introduction to the Automobile
☆	MECH02	4-10	None	Module 2: Automotive Processes
☆	MECH03	4-12	None	Module 3: Safety Equipment, Hazardous Materials and House Keeping
☆	MECH05	15-25	03	Module 5: Hand and Power Tools
★	MECH06	5-10	03	Module 6: Fasteners and Gaskets
★	MECH10	3-5	03	Module 10: Oils and Lubricants
★	MECH23A	10-15	03	Module 23A: Small Engine Repair
★	MECH34	2-5	None	Module 34: Career Opportunities
	Photographics, Photography & Graphic Arts			Photographic, Photography – Section/ cluster: Communications
☆	PHGA01	3-5	None	Module 1: Introduction to Photography and Graphic Arts
☆	PHGA02	5-10	01	Module 2: Fundamental Camera Controls
★	PHGA03	5-8	None	Module 3: Types of Cameras
☆	PHGA5A	3-5	None	Module 5A: Safety
☆	PHGA09	7-10	02	Module 9: Introduction to Digital Photography
★	PHGA12	3-5	None	Module 12: Career Development Opportunities
☆	PHGA35	2-10	None	Module 35: Introduction to Graphic Design
☆	PHGA36	3-5	35	Module 36: Introduction to Graphic Mechanical Layout
★	PHGA54	5-10	None	Module 54: Cartooning
	Theatre Arts			Theatre Arts – Section/ cluster: Communications
★	THEA01	4-6	None	Module 1: Introductory Orientation
★	THEA02	15-20	01	Module 2: Set Design
★	THEA03	10-12	01	Module 3: Stage Lighting
★	THEA06	8-10	01	Module 6: Costume
★	THEA07	10-15	01	Module 7: Make Up and Hair
	Welding			Welding: Section/ cluster: Trades
☆	WLDG01	2-3	None	Module 1: General Shop Safety
☆	WLDG03	3-15	None	Module 3: Hand and Power Tools
☆	WLDG05	2-4	01	Module 5: Oxy-Acetylene Start –up and Cutting
★	WLDG09	5-6	01, 05	Module 9: Oxy-acetylene Welding

level	Module Code	Hours	Prerequisite Modules	Module Name
	Wildlife Management			Wildlife Management – <i>Section/ Cluster: Natural Resources</i>
☆	WILD01	10-20	None	Module 1: Wildlife and Ecosystems
☆	WILD02	10-20	None	Module 3: Natural History of Saskatchewan Wildlife
☆	WILD03A	10-20	None	Module 3A: Outdoor Experience.
★	WILD06	5-10	None	Module 6: Fishing and the Aquatic Environment
★	WILD07	5-10	None	Module 7: Wildlife: A First Nations Perspective

Appendix B

How to Record Modules for Middle Years Students

For grades 7-9

Appendix B

How to Record Practical and Applied Arts Modules and FAQS (Frequently Asked Questions)

1. What do I need to have available in order to record the PAA modules?

Authorization
Student Name
Saskatchewan Learning Department numbers a.k.a. Saskatchewan Learning I.D.
Modules successfully completed

2. What are the steps to record PAA modules?

******If you are the person designated by your school principal to enter data you must get authorization and be made aware of Student Tracking Protocol.***

To get the forms required and instruction on entering contact:

Brenda Bates, Administrative Assistant to the Director of Education
Direct line (306) 425-8434; e-mail brendabates@nlsd113.net

Go to <http://www.sasked.gov.sk.ca/>

Click on Teachers and School Administration

Click on Student Data System – This will open Student Service page

Scroll down and click on Student Data System Web Application

Click on Educator

Click on Individual Practical and Applied Arts Module Recording

The Security Disclaimer screen will appear.

Click on I Agree then click on submit

Authorized User Log In will automatically appear

Enter your authorized user log in USER NAME and PASSWORD

You are now in the PAA Module Recorder – Enter the student's Saskatchewan Learning I.D.

Click on search

The PAA Module Recording Screen will appear with:

Student Personal Information

Practical and Applied Arts Module History

Click on ADD

The Recording screen will display:

Student Personal Information

Module Information

Under School Information – choose your school (you will not be able to access other schools)

Choose the correct school year for module completion

Check off all of the modules successfully completed by the student in the recording period

Click on SUBMIT

This is your last chance to confirm that your entry is correct. If it is not press CANCEL and you will be taken back to the previous page. If your entry is correct – press SUBMIT

The module is now permanently recorded.

3. How do I correct any mistakes I make while recording modules? You can't! Do not enter a module unless it is completed and correct. You cannot correct mistakes once you have recorded the module. There are several opportunities in the recording process to review the material entered before the final data is submitted.

4. Do teachers and/or Career Transition Teachers need to check SDS to see which PAA modules the student has completed? Yes! Teachers and/or Career Transition Teachers must review each student's PAA modules to make sure that modules are not being repeated.

5. What are the responsibilities middle years teachers and Career Transition Teachers?
PAA teachers and Career Transition Teachers need to make every effort possible to ensure that students are not repeating successfully completed modules (except safety modules).

6. Are modules completed by Middle Level students recorded? YES. These modules are recorded and **not repeated** at high school.

7. What if the student has passed modules in the course but has not passed the entire course? All successfully completed modules are to be recorded – even if the student does not pass the course. This requires teachers to evaluate by module rather than the course as a whole. Module recording relies on ongoing assessment, evaluation and recording of modules by the teacher. Teachers are responsible for determining module evaluation criteria using guidelines set out in the individual PAA curriculum.

8. Are modules from Locally Developed Curriculum and Special Projects recorded? NO. These are considered electives not PAA courses. There is no place on the SDS to record these modules

?????9, Are there any exceptions to the above? Yes. Exploring Trades and Technology has been given special status as a PAA course.

10. Are teachers allowed to recognize modules completed outside of school curriculum ?
NO. If a student has acquired the module outcomes via activities outside of the classroom prior learning assessment and recognition (PLAR) is not allowed. Record only those modules completed under teacher supervision.

11. Am I using the correct PAA course code and PAA module code? Middle years PAA Courses do not have course codes. Only PAA modules are entered. on SDS. On the MAT enter the course.



Form 240-3

NLSD PAA MODULE RECORD FORM
PAA Survey Course - Module Completion

Practical Applied Arts Survey Course (50 Hour) Program 20 ____

GRADE _____

School:	Teacher
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Student's Name:	Saskatchewan Student Learning ID #
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Month and Yr	Code of Module Completed	Name of Module Completed	Hrs for this Module

Note: One copy of the intended module outline for each class should be submitted to the principal at the beginning of each semester/year for submission to the Career Development Consultant at Division Office.

Data Entry Date:

Admin. Initials:

Appendix C

PAA Module Completion Recording form

For grades 7-9

Appendix C

PAA Module Completion Recording form

For grades 7-9



Form 240-3

NLSD PAA MODULE RECORD FORM
PAA Survey Course - Module Completion

Practical Applied Arts Survey Course (50 Hour) Program 20 ____

GRADE _____

School:	Teacher
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Student's Name:	Saskatchewan Student Learning ID #
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Month and Yr	Code of Module Completed	Name of Module Completed	Hrs for this Module

Note: One copy of the intended module outline for each class should be submitted to the principal at the beginning of each semester/year for submission to the Career Development Consultant at Division Office.

Data Entry Date:
Admin. Initials: