

# Online safety: Work Studies

## Work Studies

The Australian Curriculum: Work Studies, provides Years 9 and 10 students with an opportunity to look at key work-related issues facing young people today and into the future. They investigate the skills and personal qualities associated with a range of occupations and explain the importance of teamwork and collaboration. They identify the types and purposes of communication in workplaces, including social media. Students research and analyse information, organise teams, and communicate effectively using appropriate types of communications within specific contexts. They identify possible tensions arising in work-related contexts and understand the approaches to resolve conflicts and tensions.

### Website links

Respect <https://www.esafety.gov.au/educators/classroom-resources/young-and-esafe/respect>

Responsibility <https://www.esafety.gov.au/educators/classroom-resources/young-and-esafe/responsibility>

Digital Footprint <https://vimeo.com/268340563>

## Respectful relationships

### Work Studies - Year 10

#### Skills for learning and work

Content descriptions with elaborations:

Select and use appropriate protocols for communication in workplace context (ACWSCL026)

- recognising and evaluating the effectiveness of day-to-day workplace communications
- evaluating the effectiveness of different ways of presenting and communicating information and ideas
- adhering to confidentiality protocols in work contexts

## Digital media literacy

### Work Studies - Year 10

#### Work skills

Content descriptions with elaborations:

Select and use appropriate protocols for communication in workplace context (ACWSCL026)

- recognising and evaluating the effectiveness of day-to-day workplace communications
- evaluating the effectiveness of different ways of presenting and communicating information and ideas
- adhering to confidentiality protocols in work contexts

Evaluate a range of online communication tools used in work contexts (ACWSCL027)

- identifying the risks of online communication such as identity theft and phishing scams

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- determining the strategies used to protect work-related information
- examining the various methods used by employers to recruit and select staff including the use of social media and online mediums