ICT Solutions

CONTENTS

2020/2021

atc **instant**
EDUCATION SOLUTIONS

Introducing Instant Education Solutions

Our vision is to 'change lives through learning'. In essence, we exist to help you. With over 15 years experience as specialists in the secondary and tertiary education sector, we know what it takes to make it in the ever-changing world of education.

We specialise in the provision of assessment resource solutions, allowing you to relax and get on with the job of teaching. Whether you are a secondary school or tertiary training institution, we have the solution to ensure your success.

In a world of ever-increasing compliance, paperwork, and moderation, we take the hassle out of teaching. We save you time and money, and most of all, we give you peace of mind.

Product Quality

The quality of Instant's products and services is something we pride ourselves on. Every resource or service is carefully thought through and crafted to provide students with the best chance of success.

Our resource developers are experienced writers in their fields of expertise and work hard to develop high quality assessments. The assessments created are not only pragmatic, but also technically competent.

Our product development process requires that the writer's work undergo several quality assurance checks and measures to ensure each outcome and grading requirement is covered correctly. Each assessment, where possible, is independently moderated. Also, all our teaching material is rigorously reviewed. This ensures that a complete and accurate learning package is delivered to you.

For full terms and conditions visit our website:
www.instant.org.nz or contact us on 0800 864 863

Keep up to date on new units via our FACBOOK and Instagram page:
@instanteducationsolutions

Every attempt has been made to ensure this brochure is accurate at the time of printing. For the latest and most up to date information, please visit our website www.instant.org.nz.

Unit Standard Delivery Packages

Instant offers single Unit Standard Delivery Packages to save you time and money. Each Delivery Package includes*:

- Teacher's Guide
- Learner's Guide
- Assessment
- Assessment Schedule
- Sample Answers

Any NZQA version changes published by Instant within 12 months of original purchase, are provided free of charge. Any other upgrade is provided free of charge within 24 months of original purchase. All upgrades, including NZQA version upgrades, are made available at a discounted price, through the organisation or school's personalised 'Member's Library'.

Moderation Guarantee

Instant guarantees that if any assessment materials for Delivery Packages fail external moderation, we will modify and replace the Delivery Package free of charge. Conditions apply.

*Assessment Only Packs do not include the Teacher's Guide and Learner's Guide
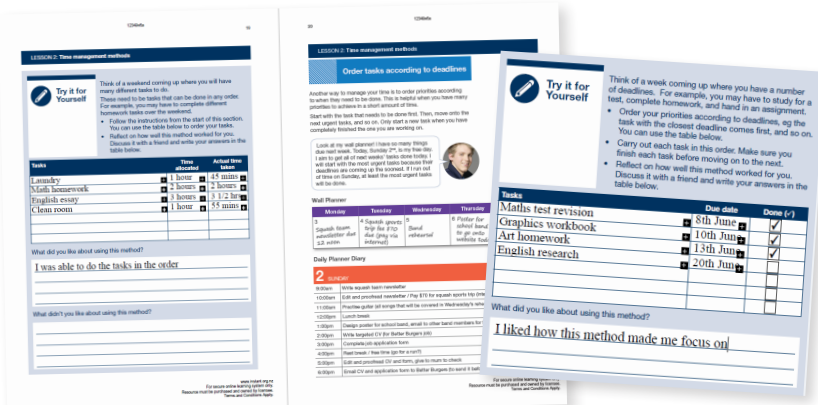
Printed Materials

Easy-to-follow content

Prompted activities to engage learners

Guidance notes for teachers to aid delivery

E-Packs | Paperless PDFs

Offline digital interaction

Paperless - reduces printing costs

Improved convenience and sustainability

Business Administration

Current standards
Valid for use until end 2022

Unit #	Title	Level	Credit
101	Develop and use keyboarding skills to enter text *(Word)*	1	3
102	Consolidate keyboarding skills and produce accurate text based documents *(MS Word)*	1	3
12883	Enter and manage text for generic text and information management *(MS Word)*	1	4
16677	Key in text at 15 words per minute (wpm)	1	1
103	Use data entry skills to input data *(MS Access)*	2	3
107	Apply text processing skills to produce communications in a business or organisational context *(MS Word)*	2	5
111	Use a word processor to produce documents for a business or organisation *(MS Word)*	2	5
121	Demonstrate and apply knowledge of office equipment and administration processes	2	5
327	Document business financial transactions for an entity	2	4
329	Process financial information for cash transactions for an entity	2	4
12884	Create electronic documents and manage a file for generic text and information management *(MS Word)*	2	3
12885	Create and enhance electronic documents combining text and images for generic text and information management *(MS Word)*	2	4
16678	Key in text at 25 words per minute (wpm)	2	1
108	Apply text processing skills to produce business documents *(MS Word)*	3	5
112	Produce business or organisational information using word processing functions *(MS Word)*	3	5
122	Provide office reception services	3	5
123	Use office information, copying, and telecommunication systems	3	5
328	Identify the requirements for a financial record system for an entity	3	4
12886	Customise software features and create document templates for generic text and information management *(MS Word)*	3	6
12887	Integrate text and images and manage multiple files for generic text and information management *(MS Word/ Excel/Publisher)*	3	6
16679	Key in text at 35 words per minute (wpm)	3	1
26768	Use a computerised accounts receivable and payable system to produce financial information *(Xero)*	3	7
29024	Provide business administration support using business technology	3	15
29025	Obtain, communicate, and reproduce business information using business technology	3	15
29026	Process data to produce information for business purposes *(MS Excel/Access/Word/Publisher)*	3	15
29027	Produce business documents using software applications *(MS Word)*	3	15
109	Apply text processing skills to produce specialist documents	4	6
16680	Key in text at 50 words per minute (wpm) *(Assessment Only)*	4	1

For a more information, check out **www.instant.org.nz/busadmin**

Business Administration

Coming by end of Term 1, 2021

The following NEW versions of Business Administration standards will be published by the end of Term 1, 2021

Unit #	Title	Level	Credit
121	Demonstrate and apply knowledge of office equipment and administration processes	2	4
327	Demonstrate and apply knowledge of financial transaction source documents	2	3
122	Provide safe and secure customer-focussed reception services	3	5
329	Process financial information for cash transactions for an organisation	2	3
26768	Use computerised accounting system software to produce financial information	3	7

More NEW Business Administration standards coming during 2021.

For a more information, check out **www.instant.org.nz/busadmin**

Computing Units

Unit #	Title	Level	Credit
2792	Produce simple desktop published documents using templates *(Publisher)* *OF*	1	2
5946	Use computer technology to create and deliver a presentation from given content *(Powerpoint)* *OF*	1	3
18734	Create a web page using a template	1	2
18743	Produce a spreadsheet from instructions using supplied data *OF*	1	2
18758	Find information using the Internet	1	2
29769	Use the main features and functions of a word processing application for a purpose *OF*	2	3
29770	Use the main features and functions of a spreadsheet application for a purpose *OF*	2	3
29771	Use the main features and functions of a presentation application for a purpose *OF*	2	2
29772	Manage files and folders using digital devices *WN* *(includes Android and iOS)*	2	2
29773	Produce digital images for a range of digital media *(GIMP)*	2	3
29774	Use the main features and functions of a desktop publishing application to create documents *OF*	2	3
29775	Use the main features and functions of a web authoring and design tool to create a website *(BlueGriffon)*	2	3
29776	Use the main features of an HTML editor to create a website *(HTML5 & CSS3)*	2	4
29777	Use the main features and functions of a database application to create and test a database *OF*	2	3
29778	Use the main features and functions of a schematic diagram application to create diagrams *(draw.io)*	2	2
29780	Configure and use contemporary and emerging digital devices *WN* *(includes Android and iOS)*	2	3
29781	Use the internet and common digital devices and software to gather information and connect with other users and devices	2	7
29782	Demonstrate knowledge of computing hardware, software and terminology to select digital tools for specified purposes	2	5
29783	Implement basic security when using digital devices and software	2	3
29784	Troubleshoot, fix and escalate simple or routine computing and connectivity problems	2	2
2797	Demonstrate knowledge of the principles of computer networks	3	4
18741	Create a computer program to provide a solution *(Python)*	3	6
25782	Investigate the use of Information and Communications Technology in an organisation	3	6
29785	Use a word processing application to integrate images, spreadsheet and database data into documents *OF*	3	4
29786	Produce a spreadsheet for organisational use *OF*	3	3
29787	Produce and use a database to provide a solution for organisational use *OF*	3	3
29788	Develop and evaluate an interactive website for organisational use *(HTML5 & CSS3)*	3	5
29789	Use a presentation application to produce an interactive multimedia presentation *OF*	3	3
29790	Apply digital tools to create and monitor a project plan *(MS 2016 Project Professional)*	3	3
29791	Capture and prepare digital media for integration into other applications *(GIMP)*	3	2

OF *Available for Office 365 OR MS Office 2016. All Office 365 materials updated for 2020 by end of Term 1, 2021.*   *WN* *Available for Windows 10*

Computing Units

Unit #	Title	Level	Credit
29792	Use a desktop publishing application to produce documents *OF*	3	4
29793	Investigate, plan, design and create digital outcome solutions to meet the requirements of a specified brief	3	5
29794	Implement security solutions when using digital tools	3	5
29795	Apply ethical behaviour when using digital tools	3	5
29796	Collaborate effectively with others in a digital environment	3	7
29797	Synchronise data across digital devices and multiple platforms *WN (includes Android and iOS)*	3	2
29798	Troubleshoot, fix and escalate a range of common hardware and software problems *WN*	3	3

Coming by end of Term 1, 2021

The following Digital Technologies standards will be published by the end of Term 1, 2021

Unit #	Title	Level	Credit
18740	Create a simple computer program to meet a set brief (Python)	2	3
25659	Create a web page using a mark-up language with a text editor (HTML)	1	2
5968	Discuss the social implications of information technology	3	3
29779	Create and test a software-controlled device built from components	2	3

OF Available for Office 365 OR MS Office 2016. All Office 365 materials updated for 2020 by end of Term 1, 2021.   *WN Available for Windows 10*

Generic Technology Achievement Standards

Our resources for Level 3 Generic Technology have everything you need to support teaching, learning and assessment of the four 'Technological Practice' standards.

Learning Guide - with clear guidelines on how to undertake the different aspects of the development of a technological outcome, from planning to prototyping. This includes case studies from a wide range of different fields of technology.

Teaching Guide - with additional information for teachers, including clear indications of the 'step-ups' from Level 2 to Level 3 Generic Technology.

NZQA QAAMed Assessment materials - including a detailed Assessment Schedule with annotated examples of student responses for all three grades (Achieved, Merit and Excellence).

AS #	Title	Level	Credit
91044 *(GT1.1)*	Undertake brief development to address a need or opportunity	1	4
91045 *(GT1.2)*	Use planning tools to guide the technological development of an outcome to address a brief	1	4
91046 *(GT1.3)*	Use design ideas to produce a conceptual design for an outcome to address a brief	1	6
91047 *(GT1.4)*	Undertake development to make a prototype to address a brief	1	6
91354 *(GT2.1)*	Undertake brief development to address an issue	2	4
91355 *(GT2.2)*	Select and use planning tools to manage the development of an outcome	2	4
91356 *(GT2.3)*	Develop a conceptual design for an outcome	2	6
91357 *(GT2.4)*	Undertake effective development to make and trial a prototype	2	6
91608 *(GT3.1)*	Undertake brief development to address an issue within a determined context	3	4
91609 *(GT3.2)*	Undertake project management to support technological practice	3	4
91610 *(GT3.3)*	Develop a conceptual design considering fitness for purpose in the broadest sense	3	6
91611 *(GT3.4)*	Develop a prototype considering fitness for purpose in the broadest sense	3	6

Generic Technology - Assessment Resources

The assessment resources are generic in the sense that they allow learners to develop a brief, select and use planning tools, develop a conceptual design, and undertake prototyping for any suitable technological outcome.

The specific examples (including sample assessor's comments and exemplars) are based on a range of outcomes, including digital technologies outcomes (eg website, database, computer program).

Where applicable, a sample context or brief is provided. An indication is also given for how these Generic Technology standards can be linked to Digital Technologies standards.

Digital Technologies Achievement Standards

AS #	Title	Level	Credit
91877 *(DT1.1)*	Develop a proposal for a digital outcome	1	3
91878 *(DT1.2)*	Develop a design for a digital outcome	1	3
91879 *(DT1.3)*	Develop a digital outcome to manage data	1	4
91880 *(DT1.4)*	Develop a digital media outcome	1	4
91883 *(DT1.7)* Scratch OR Python	Develop a computer program	1	4
91884 *(DT1.8)*	Use basic iterative processes to develop a digital outcome	1	6
91890 *(DT2.1)*	Conduct an inquiry to propose a digital technologies outcome	2	6
91892 *(DT2.3)*	Use advanced techniques to develop a database	2	4

Coming soon

AS #	Title	Level	Credit
91881	Develop an electronics outcome	1	6
91882	Develop a computer system	1	4
91891	Apply conventions to develop a design for a digital technologies outcome	2	3
91897	Use advanced processes to develop a digital technologies outcome	2	6

Digital Technologies – Level 1

The resources for the Level 1 standards focus on the use of basic processes, tools, and techniques to develop databases, websites, and computer programs.

91877 (DT 1.1) – The teaching and learning materials focus on the development of a proposal for a digital technologies outcome, with examples for a range of outcomes. The supplied assessment brief and exemplars focus on a database solution.

91878 (DT 1.2) – The teaching and learning materials focus on the development of a design for a digital technologies outcome, with examples for a range of outcomes. The supplied assessment brief and exemplars focus on the design for a poster.

91879 (DT 1.3) – The teaching and learning materials focus on the use of tools and techniques to develop a basic relational database (using Microsoft Access). A sample assessment brief and exemplars are provided.

91880 (DT 1.4) – The teaching and learning materials focus on the use of basic tools and techniques to develop a website (using HTML and CSS). A sample assessment brief is provided for a basic multipage website.

91881 (DT 1.5) – The teaching and learning materials look at how to develop a range of electronics outcomes, with the focus on using the Arduino Uno. Sample code is provided for all electronics activities using the Arduino. The supplied assessment brief is for a basic line-following robot.

91882 (DT 1.6) – The teaching and learning materials look at how to build a computer system using Raspberry Pi. The supplied assessment brief is for a basic computer system (which could be developed using Raspberry Pi, or other suitable single board computer).

91883 (DT 1.7) – The teaching and learning materials focus on how to develop a basic computer program, with sample answers (code) provided for all activities. A sample brief is supplied with sample answers (code) for all three grades (Achieved, Merit, Excellence). Note: These materials are available in two versions – one for Python and one for Scratch.

91884 (DT 1.8) – The teaching and learning materials focus on the use of basic iterative processes to develop a digital technologies outcome, with examples for a range of outcomes. A sample assessment brief is supplied which focusses on the development of a website.

Digital Technologies – Level 2

The resources for the Level 2 standards focus on the use of advanced processes, tools, and techniques to develop databases, websites, and computer programs.

91890 (DT 2.1) – The teaching and learning materials focus on how to conduct an inquiry to propose a digital technologies outcome, with examples for a range of outcomes. A sample brief is provided which supplies a context for learners' inquiries.

91891 (DT 2.2) – The teaching and learning materials focus on the application of conventions to design a digital technologies outcome, with examples for a range of outcomes. A sample brief is provided which focusses on the design for a website.

91892 (DT 2.3) – The teaching and learning materials focus on the use of advanced techniques to develop a database (using Microsoft Access). A brief is supplied for the assessment (including sample data), as well as exemplars for all three grades (Achieved, Merit, Excellence).

91897 (DT2.8) – The teaching and learning materials focus on the use of advanced techniques, including project management tools (using ClickUp), to develop a digital technologies outcome. A brief is supplied which focusses on the development of a website and is linked to that supplied for AS91891.

New Zealand Certificates

Total Flexibility – Choose the solution that is right for you.

PTEs

Programme Approval can be a time consuming process: creating content and ensuring graduate outcomes are adhered to. At Instant Education Solutions, we have done the hard work for you. We have identified potential programme solutions using a unit standard/module approach. However, we don't assume that one solution fits all. Everyone is different and we understand that. So we have left the choice entirely up to you!

You may want to take a hold of and run with our 100% solution. We have several programme options for you to choose from for each qualification. Select the one that fits you the best. **Or maybe you want something more tailored to your unique needs?** No problem; simply identify the set of units/modules that work for you, or even just select individual units you think best suits your learners' needs. You can then determine your own additional specific content to ensure your programme is approved with minimum compliance issues.

Unit Standards and/or IES modules take the guesswork out of quality and ensure you are fit for purpose when it comes to moderation. If the shoe fits – wear it! We have even created a programme approval document to further help reduce time with preparing your programme application.

Our customer representative team are here to help you. Contact us now to help you prepare for success into the future.

Schools

The unit standards listed for the following qualifications directly contribute to completion of graduate outcomes. Selecting any of these unit standards gives you confidence that your learners are acquiring the transferrable skills needed for future success. Simply select the unit standards that best suit your learner's needs.

Gaining Programme Approvals

The combination of standards selected for each qualification meets all graduate outcomes. Separate programme specifications are available on our website to help gain programme approval. The specifications map each standard/module to the graduate outcomes and are ready to be copied straight into your course approval application.

Pricing Options

Different price options are available based on the unit standards selected. Contact us for a customised quote based on your unique needs.

Pathway and Transition Information

See our website for more details including pathways to higher level qualifications.

New Zealand Certificate in

Business Administration and Technology

Level
3

Credits
60

Programme Options
5+

NZQA Ref
2452

5+ Programme Options

There are five possible options to achieve the graduate outcomes of this qualification. Download the matrix of these options from our website link below. Note: These options include the Business Administration and Technology Unit Standards that expire at the end of December 2022. We will be updating the options for the Certificate by the end of Term 1, 2021.

There are several other possible ways to combine units to make a total of 60 (or more) credits. If the suggested options do not suit your unique needs, then select individual standards from the list below. You can then determine your own additional specific content to ensure your programme will meet the required qualification outcomes.

Unit #	Title	Level	Credit	✓
General				
121	Demonstrate and apply knowledge of office equipment and administration processes	2	5	☐
122	Provide office reception services	3	5	☐
123	Use office information, copying, and telecommunication systems	3	5	☐
376	Employ customer service techniques to accommodate customer behavioural styles in a workplace	3	2	☐
3494	Write minutes for a formal meeting	3	3	☐
9681	Contribute within a team or group which has an objective	3	3	☐
29795	Apply ethical behaviour when using digital tools	3	5	☐
29796	Collaborate effectively with others in a digital environment	3	7	☐
Spreadsheets				
29786	Produce a spreadsheet for organisational use	3	3	☐
Word Processing				
108	Apply text processing skills to produce business documents	3	5	☐
112	Produce business or organisational information using word processing functions	3	5	☐
12886	Customise software features and create document templates for generic text and information management	3	6	☐
12887	Integrate text and images and manage multiple files for generic text and information management	3	6	☐
Databases				
29787	Produce and use a database to provide a solution for organisational use	3	3	☐
Desktop Publishing				
29792	Use a desktop publishing application to produce documents	3	4	☐
Data Integration (word processing, spreadsheet, and database)				
29785	Use a word processing application to integrate images, spreadsheet and database data into documents	3	4	☐

For a complete certificate solution, visit **www.instant.org.nz/busadmin3**

New Zealand Certificate in
Computing
User Fundamentals

6+ Programme Options

There are six possible options to achieve exactly 40 credits for the graduate outcomes of this qualification. Download the matrix of these options from our website link below.

There are many possible options resulting in more than 40 credits. If these options do not suit your unique needs, then select individual standards from the list below. You can then determine your own additional specific content to ensure your programme will meet the required qualification outcomes.

Unit #	Title	Level	Credit	✓
Word Processing				
29769	Use the main features and functions of a word processing application for a purpose	2	3	☐
Spreadsheets				
29770	Use the main features and functions of a spreadsheet application for a purpose	2	3	☐
Presentation				
29771	Use the main features and functions of a presentation application for a purpose	2	2	☐
Data Management and Digital Devices				
29772	Manage files and folders using digital devices	2	2	☐
29780	Configure and use contemporary and emerging digital devices	2	3	☐
29783	Implement basic security when using digital devices and software	2	3	☐
Graphics/Images				
29773	Produce digital images for a range of digital media	2	3	☐
29778	Use the main features and functions of a schematic diagram application to create diagrams	2	2	☐
Desktop Publishing				
29774	Use the main features and functions of a desktop publishing application to create documents	2	3	☐
Web Development				
29775	Use the main features and functions of a web authoring and design tool to create a website	2	3	☐
29776	Use the main features and functions of an HTML editor to create a website	2	4	☐
Database				
29777	Use the main features and functions of a database application to create and test a database	2	3	☐
Internet and Digital Communication				
29781	Use the internet and common digital devices and software to gather information and connect with other users and devices	2	7	☐
Hardware and Software				
29782	Demonstrate knowledge of computing hardware, software and terminology to select digital tools for specified purposes	2	5	☐
Computer Support				
29784	Troubleshoot, fix and escalate simple or routine computing and connectivity problems	2	2	☐

For a complete certificate solution, visit **www.instant.org.nz/comp2**

New Zealand Certificate in
Computing

Intermediate User

Level 3

Credits 61

Programme Options 1

NZQA Ref 2592

One Programme Option

There is one possible option to achieve the graduate outcomes of this qualification (based on unit standards available from Instant Education Solutions). If this option does not suit your unique needs, then select individual standards from the list below. You can then determine your own additional specific content to ensure your programme will meet the required qualification outcomes.

Unit #	Title	Level	Cred-it	✓
Word Processing				
29785	Use a word processing application to integrate images, spreadsheet and database data into documents	3	4	☐
Spreadsheets				
29786	Produce a spreadsheet for organisational use	3	3	☐
Databases				
29787	Produce and use a database to provide a solution for organisational use	3	3	☐
Web Development				
29788	Develop and evaluate an interactive website for organisational use	3	5	☐
Presentations				
29789	Use a presentation application to produce an interactive multimedia presentation	3	3	☐
Project				
29790	Apply digital tools to create and monitor a project plan	3	3	☐
29793	Investigate, plan, design and create digital outcome solutions to meet the requirements of a specified brief	3	5	☐
Digital Media				
29791	Capture and prepare digital media for integration into other applications	3	2	☐
Desktop Publishing				
29792	Use a desktop publishing application to produce documents	3	4	☐
Security and Ethics				
29794	Implement security solutions when using digital tools	3	5	☐
29795	Apply ethical behaviour when using digital tools	3	5	☐
Teamwork and Collaboration				
29796	Collaborate effectively with others in a digital environment	3	7	☐
Digital Devices and Data Management				
29772	Manage files and folders using digital devices	2	2	☐
29780	Configure and use contemporary and emerging digital devices	2	3	☐
29797	Synchronise data across digital devices and multiple platforms	3	2	☐
Computer Support				
29798	Troubleshoot, fix and escalate a range of common hardware and software problems	3	3	☐
Graphics and Images				
29778	Use the main features and functions of a schematic diagram application to create diagrams	2	2	☐

For a complete certificate solution, visit **www.instant.org.nz/comp2**

COMPUTING & TECHNOLOGY STANDARD MATRIX

PRODUCTIVITY, DIGITAL INFORMATION & INFORMATION MANAGEMENT

	DESKTOP PUBLISHING	DATABASE	SPREADSHEET	WORD PROCESSING	INFORMATION MANAGEMENT	PROJECT & OUTCOME DEVELOPMENT	INTEGRATED PRODUCTIVITY SOFTWARE
L1	US 2792	AS 91879	US 18743	US 101	US 12883	AS 91877	
						AS 91878	
						AS 91884	
L2	US 29774	US 29777	US 29770	US 107	US 12884	AS 91890	US 12885
		AS 91892		US 111	US 12885	AS 91891	
				US 29769		AS 91897	
L3	US 29792	US 29787	US 29786	US 108	US 12886	US 29790	US 12887
				US 112	US 12887 *(integrated)*	US 29793	USs 29785, 29786 & 29787 (combined)
				US 29785			
L4				US 109			

BUSINESS ADMINISTRATION

	DATA ENTRY & PRODUCTION/TYPING SKILLS	BUSINESS SERVICES (WORD PROCESSING)	INFORMATION MANAGEMENT (WORD PROCESSING)	BUSINESS SUPPORT	BUSINESS FINANCE AND ACCOUNTS	DIGITAL DEVICES	HARDWARE
L1	US 101		US 12883				US
	US 102						
	US 16677						
L2	US 103	US 107	US 12884	US 121	US 327	US 29772	US
	US 16678	US 111	US 12885		US 329	US 29780	US
							US
L3	US 16679	US 108	US 12886	US 122	US 328	US 29797	US
	US 29026	US 112	US 12887 *(integrated)*	US 123	US 26768		
		US 29027		US 29024 US 29025			
L4	US 16680	US 109					

(BY LEVEL AND SUBJECT AREA)

DIGITAL MEDIA				GENERIC TECH	ELECTRONICS & ROBOTICS
WEB DEVELOPMENT		VIDEO/MOTION \ GRAPHICS AND AUDIO	GRAPHICS/IMAGES	PRESENTATION	AS 91044	AS 91881
US 18734	AS 91880			US 5946	AS 91045	
US 25659					AS 91046	
					AS 91047	
US 29775			US 29773	US 29771	AS 91354	US 29779
US 29776			US 29778		AS 91355	
					AS 91356	
					AS 91357	
US 29788		US 29791		US 29789	AS 91608	
					AS 91609	
					AS 91610	
					AS 91611	

COMPUTING FUNDAMENTALS					PROGRAMMING
SOFTWARE	COMPUTER SUPPORT	ETHICS, LEGAL, HEALTH & SAFETY, SECURITY	INTERNET, DIGITAL COMMUNICATIONS & COLLABORATION	DATA MANAGEMENT	PROGRAMMING
91882			US 18758		AS 91883-S
					AS 91883-P
					US 18740
29782	US 29784	US 29783	US 29781	US 29772	
29784					
29780					
2797	US 29798	US 5968	US 29796	US 29797	US 18741
US 29798	US 25782	US 29794			
		US 29795			

E-PACKS
PAPERLESS PDFs

PAPERLESS
Eliminate the need for printing and photocopying.

Store documents in the Cloud, on your server or E-Learning Platform.

FLEXIBLE LEARNING
Students access, complete, and email assessment tasks/activities electronically.

Teachers mark, add comments and highlight text within assessments electronically.

BYOD
Compatible with most BYOD devices.

Creates opportunities for 'Flipped' Classrooms.

Note: E-Packs are currently NOT compatible with a Google 'classroom' environment.

E-Packs are supplied in PDF format**. For further information and a demonstration on how E-Packs can work for you, go to **www.instant.org.nz/e-packs**
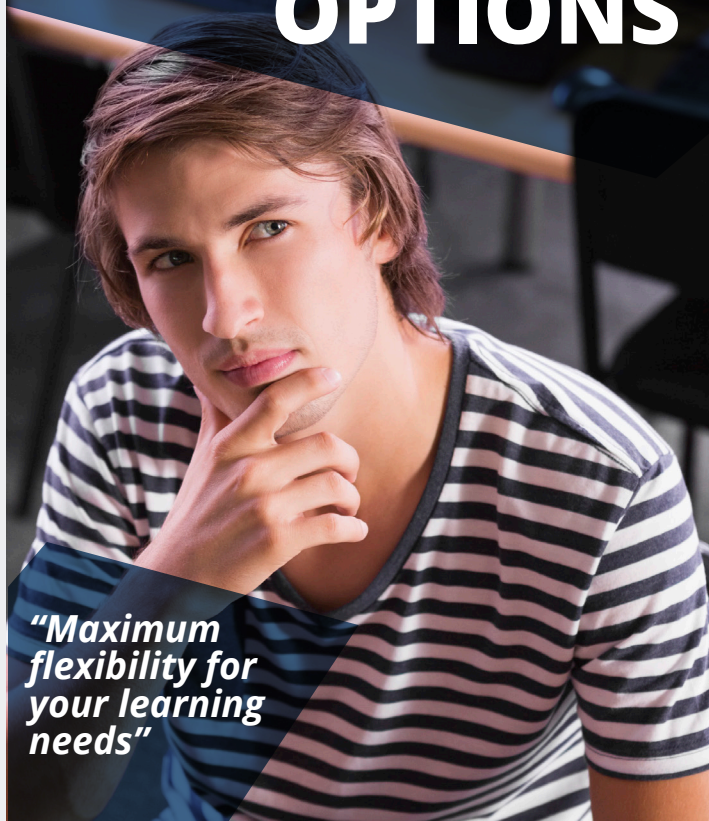
*** Additional reader apps may be required for interactive capability. Not suitable for Google Classrooms.*

Per Student includes...

No minimum order quantities

Printed Learner's Guide and Assessment

Additional printed Teacher Guides available

Electronic Sample Answers

INTRODUCING
PER STUDENT OPTIONS

"Maximum flexibility for your learning needs"