

## NOTICE TO CENTRES

FAO: Head of Mathematics, Teachers of Mathematics and Exams Officer

Date: March 2011

Subject: On-screen marking for FSMQ Additional Mathematics (6993)

### PRINTED ANSWER BOOKS FOR ON-SCREEN MARKING FOR FSMQ ADDITIONAL MATHEMATICS

We are introducing on-screen marking to FSMQ Additional Mathematics (6993). From June 2011, specific printed answer books designed to support on-screen marking will be used for this qualification.

Specimen printed answer books for the 2009 and 2010 papers are available on our website at [www.ocr.org.uk/maths](http://www.ocr.org.uk/maths).

It may be helpful to pass on the following advice to candidates:

- Use black ink; only use pencil for diagrams. (This has been a standard instruction for several years.) Do not use coloured pencils.
- Do not use correcting fluid. Scanning can see through it in patches. It is good practice to cross out work which is not to be marked.
- Think about how to set out your solution to each question; having an assigned space for a solution should encourage you to be careful. Put any working that you want to be marked in the answer space for the question: do not hand in a separate sheet of rough working.
- We have tried to be generous with the space for each question, to allow for 'false starts'. Do not be concerned if you do not use all the space. (The mark allocation gives a better clue about how much work is expected.)
- If you cannot fit an answer in the space provided you must **not** use the space assigned for another question. An additional sheet of paper must be used. This must be clearly labelled with the question number and must be securely attached to the printed answer book.
- The correct printed answer book **must** be used.

Please note that question papers must not be returned with the printed answer books: they should be retained in the centre or destroyed. Extra pages of rough working must not be attached to the printed answer book: they should be retained in the centre and eventually destroyed.

More information about the use of printed answer books, including advice for candidates and invigilators, is available on our website at [www.ocr.org.uk/maths](http://www.ocr.org.uk/maths).

If you have any queries about this notice, please call our Customer Contact Centre on 01223 553998 or contact the dedicated Maths line on 0300 456 3142 or at [maths@ocr.org.uk](mailto:maths@ocr.org.uk)