



**Entry Level Design & Technology**  
**R371 Electronics / R372 Graphics / R373 Industrial Technology**  
**R374 Resistant Materials / R375 Textiles Technology**  
**Coursework Summary Form**

Please read the instructions printed overleaf before completing this form.

Centre Number						Centre Name		Session	June	Year	2	0		
---------------	--	--	--	--	--	-------------	--	---------	------	------	---	---	--	--

Please indicate the qualification with ✓

R371 Electronics
  R372 Graphics
  R373 Industrial Technology
  R374 Resistant Materials
  R375 Textiles Technology

Candidate Number	Candidate Name Shaded line for Moderator use only	Teaching Set/Group	Marks			Total (Max 60)	Checklist Independent check of addition ✓
			Design and Creativity (Max 14)	Making (Max 40)	Evaluating (Max 6)		
	External Moderator						
	External Moderator						
	External Moderator						
	External Moderator						
	External Moderator						
	External Moderator						
	External Moderator						
	External Moderator						
	External Moderator						
	External Moderator						
	External Moderator						
	External Moderator						

## INSTRUCTIONS FOR COMPLETION

### A Marking and Internal Moderation

- 1 Teachers must be thoroughly familiar with the appropriate sections of the specification and with the General Coursework regulations.
- 2 Complete the information at the head of the form.
- 3 List the candidates in an order which will allow ease of transfer of marks at a later stage (i.e. in candidate index number order, where this is known). The teaching group/set should also be shown.  
**Please use every other line leaving the shaded area for the use of the moderator.**
- 4 **Mark the project for each candidate according to the guidance and criteria given in the current specification.** General comments on particular points concerning individual candidates should be written in the space below.
- 5 Where more than one teacher has entered candidates for this specification, carry out internal standardisation to ensure that the total marks awarded to each candidate reflects a single valid and reliable order of merit.
- 6 All Coursework must be annotated in accordance with OCR's guidelines.
- 7 Ensure that the addition of marks is independently checked.
- 8 Retain all forms securely pending further instructions from OCR. A copy of this completed form needs to be retained in the Centre.

### B External Moderation

Documents will be sent to you in April for the purposes of external moderation.

### C | | |--| | <b>General comments or particular points concerning individual candidates.</b> | | |