



Entry Level

Modern Foreign Languages

OCR Entry Level Certificate French R399 German R429 Spanish R489

Internal Assessment Summary Form

Please read the instructions printed overleaf before completing this form.

THIS IS A NEW SPECIFICATION

Centre Number								Date		Year	2	0	
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Candidate Number	Candidate Name	Specification Code	Listening					Speaking					Reading					Writing					Grand Total			
			Home and Local Area	Health and Sport	Leisure and Entertainment	Travel and the Wider World	Education and Work	Home and Local Area	Health and Sport	Leisure and Entertainment	Travel and the Wider World	Education and Work	Home and Local Area	Health and Sport	Leisure and Entertainment	Travel and the Wider World	Education and Work	Home and Local Area	Health and Sport	Leisure and Entertainment	Travel and the Wider World	Education and Work				

INSTRUCTIONS FOR COMPLETION

Marking and Internal Moderation

1. Complete the information at the head of the form.
2. List the candidates in candidate number order.
3. It is also important that a **Candidate Record Sheet, GCW317** is attached to the candidate's tasks, bearing the specification code, the candidate's name and number and the name and number of the Centre. After assessment by the teacher, the mark must be inserted on the Candidate Record Sheet.
4. Carry out internal moderation to ensure that the total mark awarded to each candidate reflects a single, valid and reliable order of merit.
5. Enter the marks and total marks in the appropriate spaces.
6. Ensure that the addition of marks is independently checked.