

Form for Moderators to Record Speaking Test Marks

This is **your** record of marks awarded. **Do not** return this form to OCR.

This form can be photocopied.

Centre number		Complete a separate form for each centre
Centre name		
Series		
Language		
Stage		

[illegible]

Form for Moderators to record speaking test marks

Advanced stage

**A different form should be used to record marks for
Breakthrough, Preliminary and Intermediate stage speaking tests**

This form has been provided to help moderators keep a copy of their speaking test marks.

For each candidate moderated, please add your marks in the appropriate area of the speaking test mark sheet (OMR) using an HB pencil. Return the OMRs to OCR.

Instructions for using this form

- Complete the details at the top of the form (centre number, centre name, series and language).
- For each candidate moderated, complete:
 - the name and candidate number
 - the number of the picture task attempted (for Part 1 task 2)
 - **your marks** for both language and communication for Part 1¹
 - **your marks** for both language and communication for Part 2²

An example has been provided.

- Return the speaking test mark sheets (OMRs), attendance register and tapes to OCR in the usual way.
- Store these forms safely until you receive notification that they can be securely destroyed.

Complete a separate form for each centre.
This form can be photocopied.

¹ Do not record the marks awarded by the centre.

² Do not record the marks awarded by the centre.