

**To be opened on receipt**

**A2 GCE MUSIC**

**G356/01/INS**      Historical and Analytical Studies in Music

**INSTRUCTIONS FOR EXAMINATIONS OFFICERS**

**JANUARY AND JUNE 2013**



**INSTRUCTIONS TO EXAMINATIONS OFFICERS AND INVIGILATORS**

- Examinations officers should read the instructions on page 2 of this document.

**INFORMATION FOR EXAMINATIONS OFFICERS**

- This document consists of **2** pages. Any blank pages are indicated.

## INSTRUCTIONS FOR EXAMINATIONS OFFICERS

### A2 G356 MUSIC

The packet that contains the CD for Music Unit G356 **must be opened and tested by the Supervisor in charge of the Test two working days before the examination and not before. The CD must be tested under secure conditions within the Centre and must not be removed from the Centre before the examination date.**

The manufacturers have taken great care in the preparation of this CD, which has been sample-tested before despatch. However, it is clearly impossible for them to check every copy right through, so in your own interests we recommend that you should play it on the equipment you intend to use during the actual examination.

Listen carefully to the **complete** recording to check its quality.

If there is a major fault which cannot be overcome by adjusting the controls on your equipment **contact Customer Contact Centre on 01223 553998**. A replacement will then be sent to you directly. Please return the CD to OCR DC10 Warehouse, Hill Farm Road, Whittlesford, Cambridge CB22 4FZ with a note of the defect, details of the equipment on which the CD has been played and – most important – your name and address.

The CD must be played on a machine using headphones of the highest quality available. Poor sound reproduction can seriously disadvantage the candidates.

It is recommended that the CD is played with the bass and treble (or graphic equalisers) set in the mid position OR adjusted before the examination to the best quality of sound reproduction.

The CD is recorded in stereo. If played on mono equipment, it will automatically play both channels. If, however, it is played on stereo equipment, ensure the balance control is set in the mid-position (both channels equal).

**NB. After testing in a sound secure environment, the CD must be locked away until the examination.**



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