

Mathematics ELC

OCR Entry Level Certificate R449 Coursework Summary Form

Се	ntre	Nun	nber			Centre	Name						
Candidate Number			Candidate Name			Version	Preliminary Written Test W 1 (Max. 40)	Version	Final Written Test W 2 (Max. 40)	Practical Task P3 (Max. 20)	Total W1+W2+P3 (Max. 100)		

Marks and total checked (Please tick)

GCW183 Revised December 2016 CSF/R449

INSTRUCTIONS FOR COMPLETION

A. Marking and Internal Standardisation

- 1. Teachers must be thoroughly familiar with the appropriate sections of the specification and with the general coursework regulations.
- 2. Complete the centre information at the head of the form.
- 3. List the candidates in an order which will allow ease of transfer of information at a later stage (i.e. in candidate number order).
- 4. Mark the coursework for each candidate according to the mark schemes provided.
- 5. Carry out internal standardisation to ensure that the total mark awarded to each candidate reflects a single, valid and reliable order of merit.
- 6. Enter the marks and total marks in the appropriate spaces.
- 7. Ensure that the addition of marks is independently checked.
- 8. Enter zero (0) for any assessment not attempted by the candidate.

B. External Moderation

Send this form to the Moderator with the moderation sample.

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