Vocational Qualifications (QCF, NVQ, NQF)

Digital Employability

OCR Entry Level Award in Digital Employability (Entry 3) 05809

OCR Level 1 Award in Digital Employability 05810

Moderators' report 2019 series

About this Moderators' report

This report on the 2019 series assessments aims to highlight:

- areas where students were more successful

- main areas where students may need additional support and some reflection

- points of advice for future examinations

It is intended to be constructive and informative and to promote better understanding of the specification content, of the operation of the scheme of assessment and of the application of assessment criteria.

The report also includes links and brief information on:

- A reminder of our **post-results services** including **reviews of results**

- Link to **grade boundaries**

- **Further support that you can expect from OCR**, such as our CPD programme

Reviews of results

If any of your students' results are not as expected you may wish to consider one of our reviews of results services. For full information about the options available visit the OCR website. If University places are at stake you may wish to consider priority service 2 reviews of marking which have an earlier deadline to ensure your reviews are processed in time for university applications: http://www.ocr.org.uk/administration/stage-5-post-results-services/enquiries-about-results/service-2-priority-service-2-2a-2b/

Grade boundaries

Grade boundaries for this, and all other assessments, can be found on the OCR website .

Further support from OCR

CPD Training

Attend one of our popular CPD courses to hear exam feedback directly from a senior assessor or drop in to an online Q&A session.

Please find details for all our courses on the relevant subject page on our website.

www.ocr.org.uk

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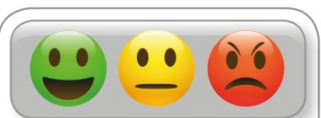
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We'd like to know your view on the resources we produce. By clicking on the icon above you will help us to ensure that our resources work for you.

Overview
The Digital Employability suite of qualifications was introduced in September 2015.

For Entry 1 & 2, candidates achieve one unit, via completing an evidence booklet. Candidates must achieve the mandatory unit and three optional units at Entry 3 and at Level 1 must achieve the mandatory unit and four optional units.

The Digital Employability qualifications have been designed to give candidates the skills they need to be digital citizens and plug any skills gaps. The qualification may be claimed at any time when the candidate is ready, so centres are not restricted to set dates and times. Assessment includes a combination of an on-screen, on-demand knowledge test for the mandatory unit and OCR set tasks for the optional units. The OCR set tasks are centre-marked and moderated by an OCR moderator.

Candidate evidence for the optional units can be submitted for moderation in electronic format or hard copy format once a claim for certification has been submitted on OCR Interchange. Electronic evidence may be posted on a suitable medium, such as a memory stick or CD, to the OCR moderator, shared on a cloud platform such as Google Drive or OneDrive or emailed to the moderator mailbox at OCR. Hard copy evidence is posted to the OCR moderator using the address provided by OCR.

Centres receive a feedback report for each batch of work that is sent to the OCR moderator. This report is accessed by centres on OCR Interchange.

General comments
The mark scheme for each of the optional units provides guidance relating to what constitutes an accuracy error and what constitutes a critical error. The centre assessor, when completing the candidate assessment record for each candidate for the relevant optional unit, must use the mark scheme. The mark scheme and the assessment record both indicate the number of accuracy errors permitted in a task.

Centres should prepare candidates so that they provide enough evidence of achievement against all the Learning Outcomes.

When preparing candidates to submit evidence through the paper-based route, centres should encourage candidates to make sure that screen dumps are legible (i.e. large enough to be read) and that printouts are of an adequate quality to be read. Some centres use the boxes supplied, within the booklet, other centres attach screen shots, that are annotated to the end of the booklet, as an appendix.

When sending candidate work for moderation, a completed submission cover sheet must be included with the candidate evidence, the completed candidate assessment record for each unit being claimed and a copy of the claim submitted on OCR Interchange. It is not necessary to complete a mark scheme for each candidate; the candidate assessment record is sufficient. The purpose of the mark scheme is to provide guidance to the centre assessor regarding what constitutes an accuracy error in a task and what constitutes a critical error in a task.

The assignment tasks clearly identify the evidence that each candidate must submit for the task. Omitting any of the evidence listed is dealt with in the mark scheme for each unit. Some centres omit to send all of the evidence listed in the task.

There must be clear evidence of assessment of the candidate work. This is best evidenced by annotating the candidate's evidence. Some centres are providing detailed annotation of the candidate evidence to indicate any errors in the evidence submitted; this is an example of good practice. When posting hard copy evidence, centre assessors should make sure that the work for each candidate is kept with the submission cover sheet for that candidate and the units being claimed are arranged in numerical order for each candidate. Evidence produced by candidates must be legible (i.e. screen shots should be large enough to be readable and print quality is readable).

The Qualification Handbook details the administrative requirements of the qualification. The handbook may be downloaded from the OCR website.

Centres should make good use of sample assessment material and learning activities located on the OCR website. Candidates should be familiar with such materials. Sample assessment materials are available to download from the OCR website. The examinations officer in each centre has access to the live assessment materials for the optional units via OCR Interchange. Sample questions for the on-screen test for the mandatory unit can be accessed from the OCR website. To support centres, there are FREE CPD Training events including live online training to introduce the specifications. Sign up at cpdhub@ocr.org.uk. There are also videos to help you become familiar with the on-screen testing solution and the e-portfolio product, MAPS.

Comments on individual units
Mandatory unit:
Candidates should follow the instructions relating to each of the question types that will appear in the on-screen test. Candidates should attempt all the questions in the test within the time permitted.

Ensuring that the evidence is legible from screen dumps and photographs, has been the main concern, and labelling the evidence against the learning outcome, when there have been several images.

Assessors not annotating work as being correct/met criteria.

Optional units:
It is important that the guidance in the mark scheme is followed when completing the candidate assessment record form for each assessment.

The centre assessors are not identifying some accuracy errors in evidence produced by candidates. In some cases the number of accuracy errors found in the moderated work exceeds the permitted number of accuracy errors resulting in the candidate not achieving the unit.

In some instances, the centre assessors have penalised a critical error as an accuracy error. It is important that the guidance in the mark scheme is followed to prevent such mistakes.

AC2.3, AC2.4. true or false questions have created some conversations. As technology is advancing, some mobile devices are becoming waterproof, and the manufacturers are encouraging continuous/extended use, this has created some candidates to challenge the "correct" answers:

It is okay to use a dripping wet cloth to clean the screen on your device.
It is safe to use all digital devices in the bath.

Using a protective case for your device is a waste of time.

If technology continues to follow this route, we may need to adjust the Q&A, for this, we ask centres to encourage the traditional answers to these questions.

In some instances the centre assessors have not sent all of the evidence listed in the task and the omission of some pieces of evidence is penalised as a critical error in the mark scheme.

Where centres have misinterpreted any assessment criteria this is fed back to the centre in a centre feedback report for each batch of moderated work. The centre examinations officer can access this report on OCR Interchange.

If centre assessors have an assessment query about any of the Digital Employability units, please contact vocational.qualifications@ocr.org.uk for clarification.

About OCR

OCR (Oxford Cambridge and RSA) is a leading UK awarding body. We provide qualifications which engage people of all ages and abilities at school, college, in work or through part-time learning programmes.

As a not-for-profit organisation, OCR's core purpose is to develop and deliver general and vocational qualifications which equip learners with the knowledge and skills they need for their future, helping them achieve their full potential.