

### **Guidelines for the Use of Power Point Presentations:**

In order for candidates to fulfil the requirements for the submission of coursework tasks when using 'power point' presentations the following guidelines and specific requirements for the purposes of moderation for the examination series 2011 onwards are listed below;

- Centres should video all candidates presentations that are requested for the purposes of moderation.
- The number of individual slides will not exceed 25 slides and focus on 6 lines per slide 6 words per line.
- Photographs and video footage may be included.
- The maximum word count including footnotes and all presentation slides will not exceed 1000 words.
- Candidates are free to include in their presentations additional verbal comment providing it is without reference to reading directly from note sheets, scripts or handouts. This will allow an opportunity for candidates to demonstrate the depth of their acquired and learned knowledge and understanding over and above that which is evident if they only 'read out' their presentation slides.
- Presentations if undertaken in the presence of an audience will allow candidates opportunities for question and answer sessions.
- Centres are advised to record their candidates' presentations in Windows Media format ensuring visual and audio clarity.
- A hard copy of the presentation will also be required to accompany the video footage.

### **Development Plan**

When fulfilling the requirements for the first section of the Development Plan – Planning and Research, centres are advised to instruct their candidates to only include information that is relevant and pertinent to their specific aims of the plan. It is not a requirement for candidates in this section to include all the information they have access to from Unit 1 and Unit 3 or from internet sites, research articles or texts that would be specific to a wider range of development plan aims. For the purposes of moderation this information will be excluded from the application of the mark schemes.