On-Screen Sample Assessment Materials and Past Tests

User Instructions

Contents

Introduction 2

Installation 2

Test Runner 3

Test Viewer 10

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RECOGNISING ACHIEVEMENT

Introduction

These instructions are intended for use with the interactive, on-screen versions of Sample Assessment Materials and Past Tests supplied by OCR.

These tests are for formative use only and cannot be used to take a live test. They will not produce a result from OCR.

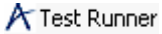
Sample Assessment Materials - this standalone software allows candidates to easily experience the types of screens used in a live environment. The software also allows candidate test responses to be saved and the tests played back for local marking, formative use etc.

Past Tests - this software also allows candidates to view and take past, on-screen tests. The test responses can be saved and the tests played back for local marking, formative use etc.

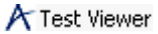
Installation

Extract the contents of cbt.zip to somewhere on the network that you have access to. Note it is important that the resulting file structure is maintained.

The folder named 'cbt' contains two executable files, Test Runner and Test Viewer:



Running this file provides a menu from which a test can be launched.

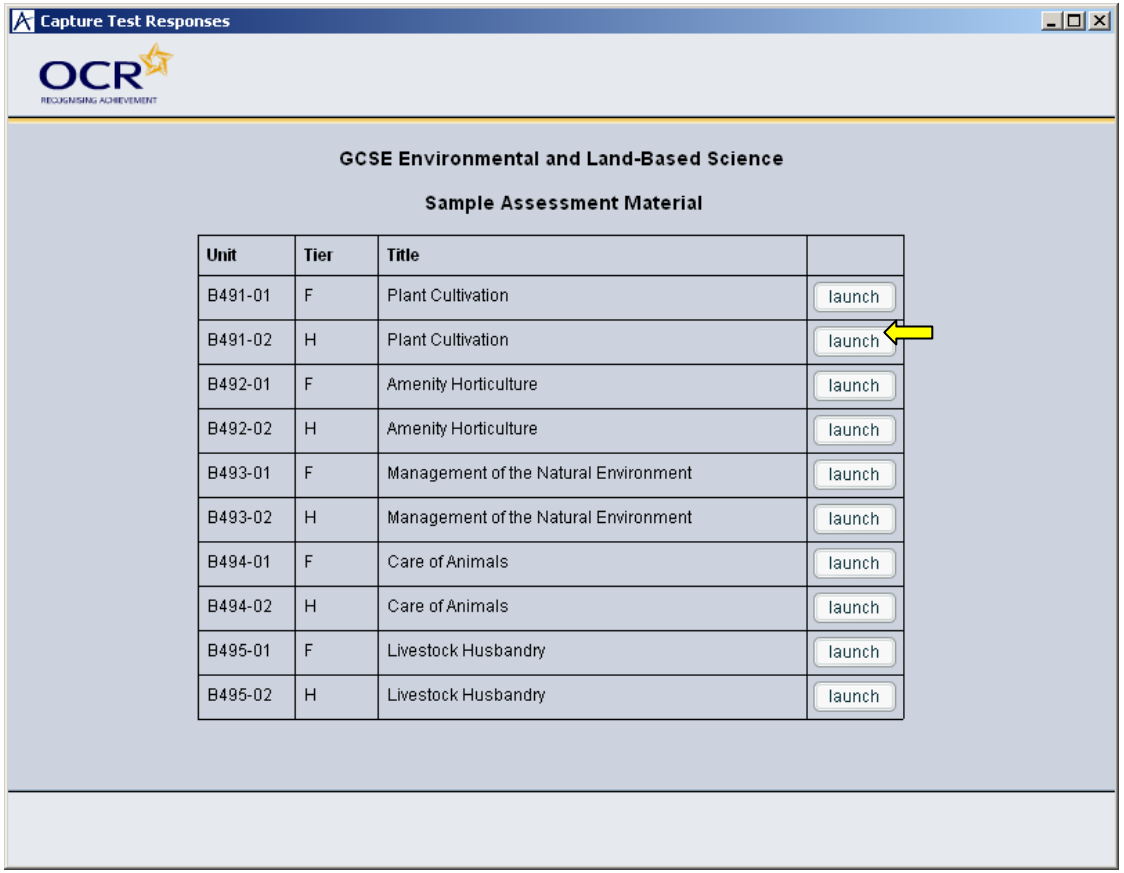


Running this file allows tests, previously saved using Test Runner, to be chosen for viewing.

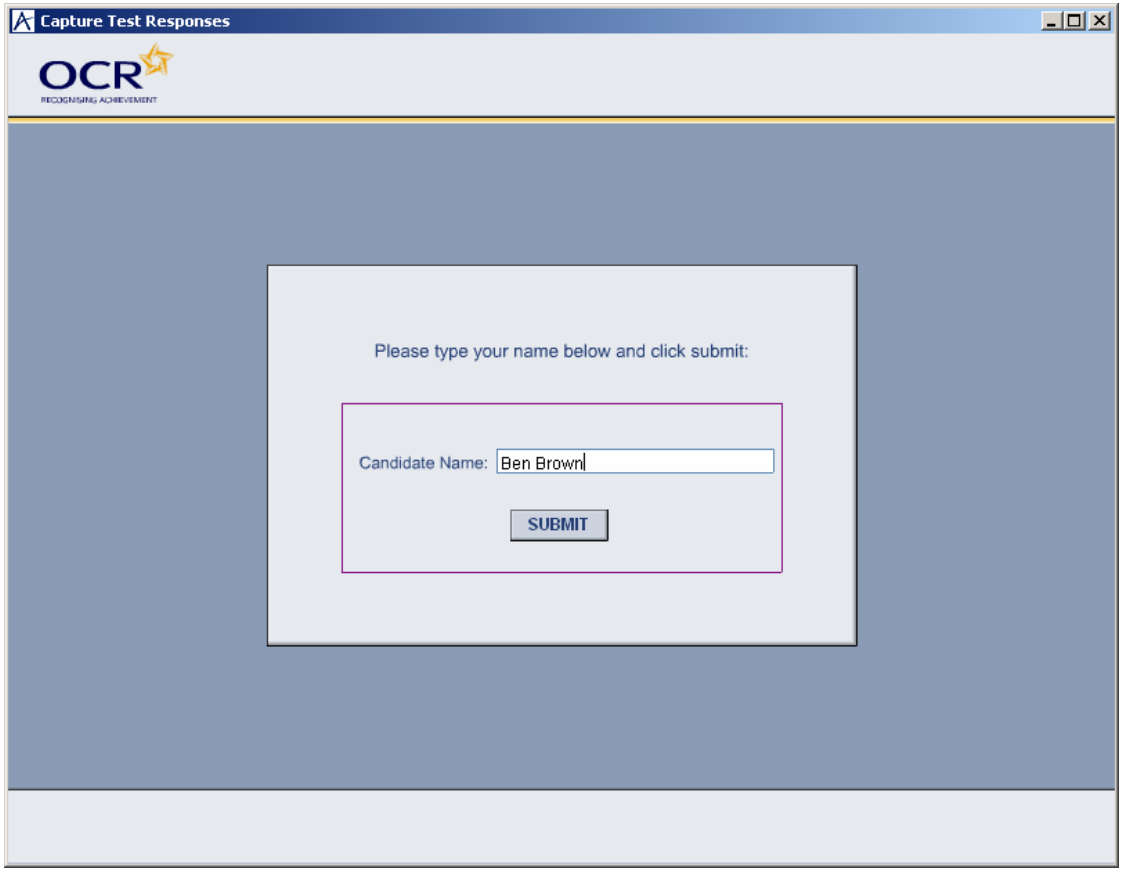
Test Runner

Double click on the Test Runner file to open a menu of the available tests.

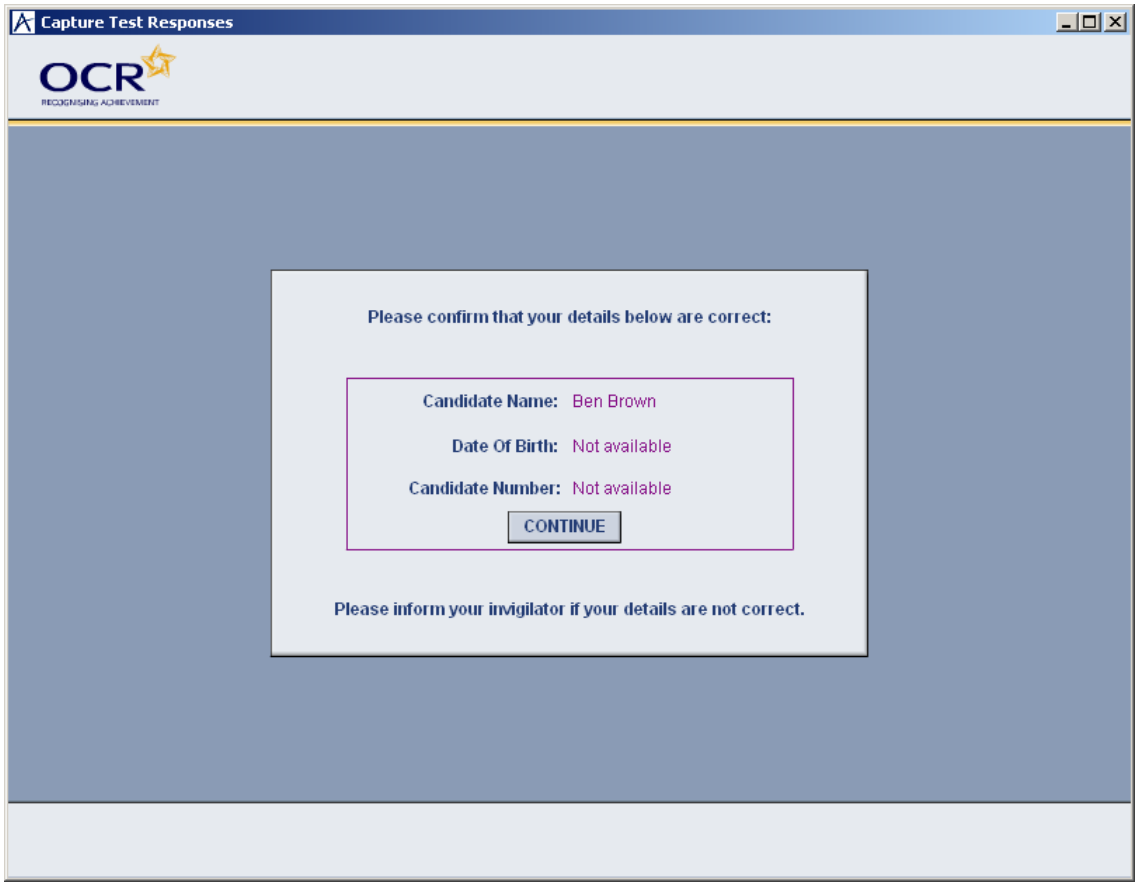
Click the launch button for the test required.



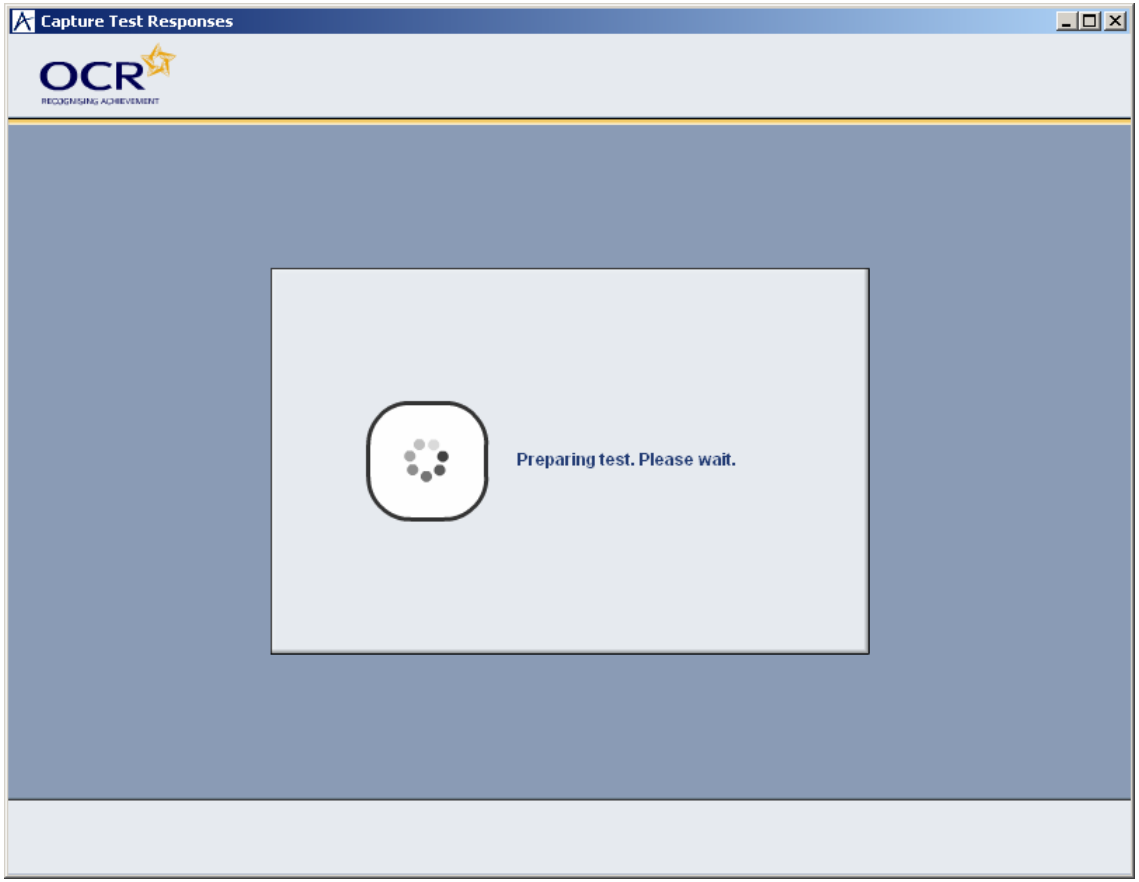
The candidate will then be prompted to key in his/her name. Note: the name that the candidate uses will be used to identify their saved responses, so the candidate should be instructed to use forename and surname


Capture Test Responses
OCR
RECOGNISING ACHIEVEMENT
Please type your name below and click submit:
Candidate Name:
Ben Brown
SUBMIT

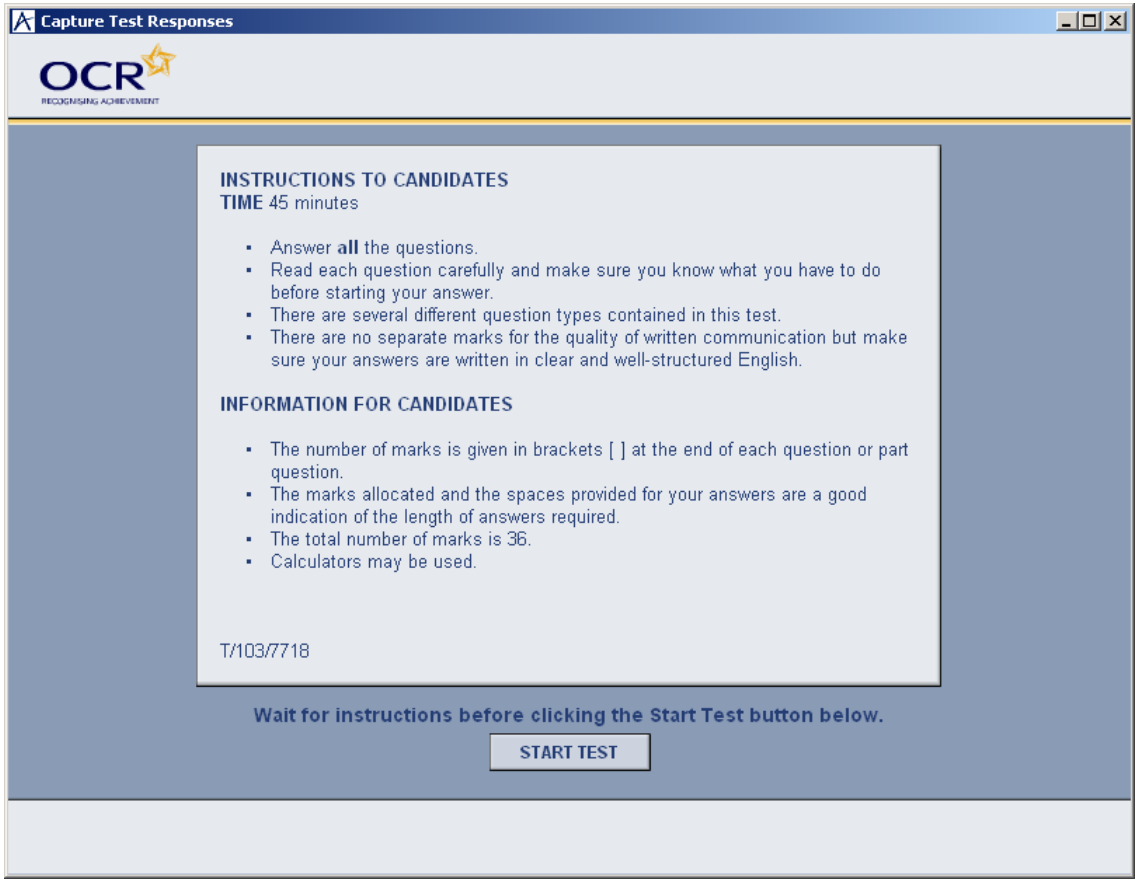
The candidate should confirm the name entered by clicking Continue on the confirmation screen.



The test will be prepared.

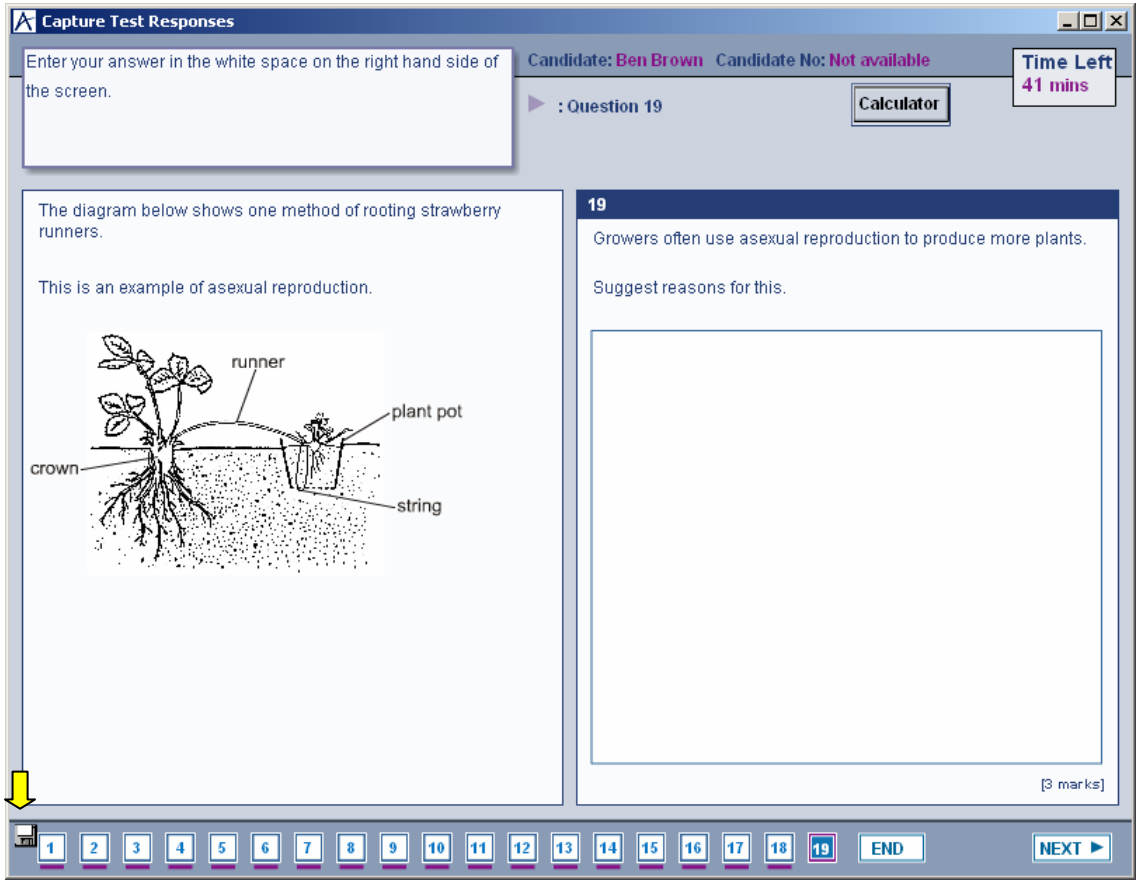


The Instructions and Information screen will be displayed.


Capture Test Responses
INSTRUCTIONS TO CANDIDATES
TIME 45 minutes
Answer all the questions.
Read each question carefully and make sure you know what you have to do before starting your answer.
There are several different question types contained in this test.
There are no separate marks for the quality of written communication but make sure your answers are written in clear and well-structured English.
INFORMATION FOR CANDIDATES
The number of marks is given in brackets [ ] at the end of each question or part question.
The marks allocated and the spaces provided for your answers are a good indication of the length of answers required.
The total number of marks is 36.
Calculators may be used.
T/103/7718
Wait for instructions before clicking the Start Test button below.
START TEST

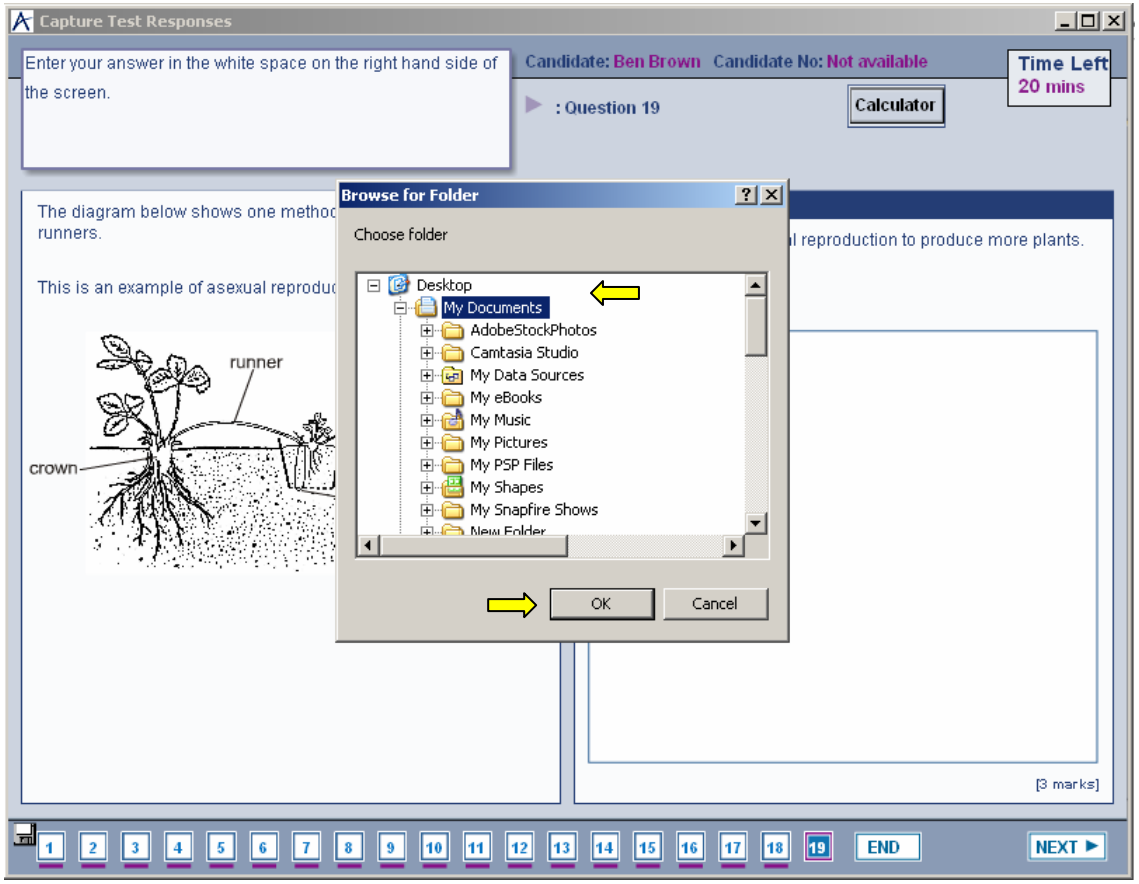
The test will begin and the candidate can answer the questions.

When the candidate has finished the test, s/he must click on the save icon at the bottom left hand corner of the screen, represented by a disk.



The candidate should be given instructions on where to save their responses on the centre network. Two versions of the test will be saved at this location:

- an XML file (allows the Test Viewer to play back the completed test in the on-screen format)
- a text file (open in a suitable word processor to view the responses in text only format).

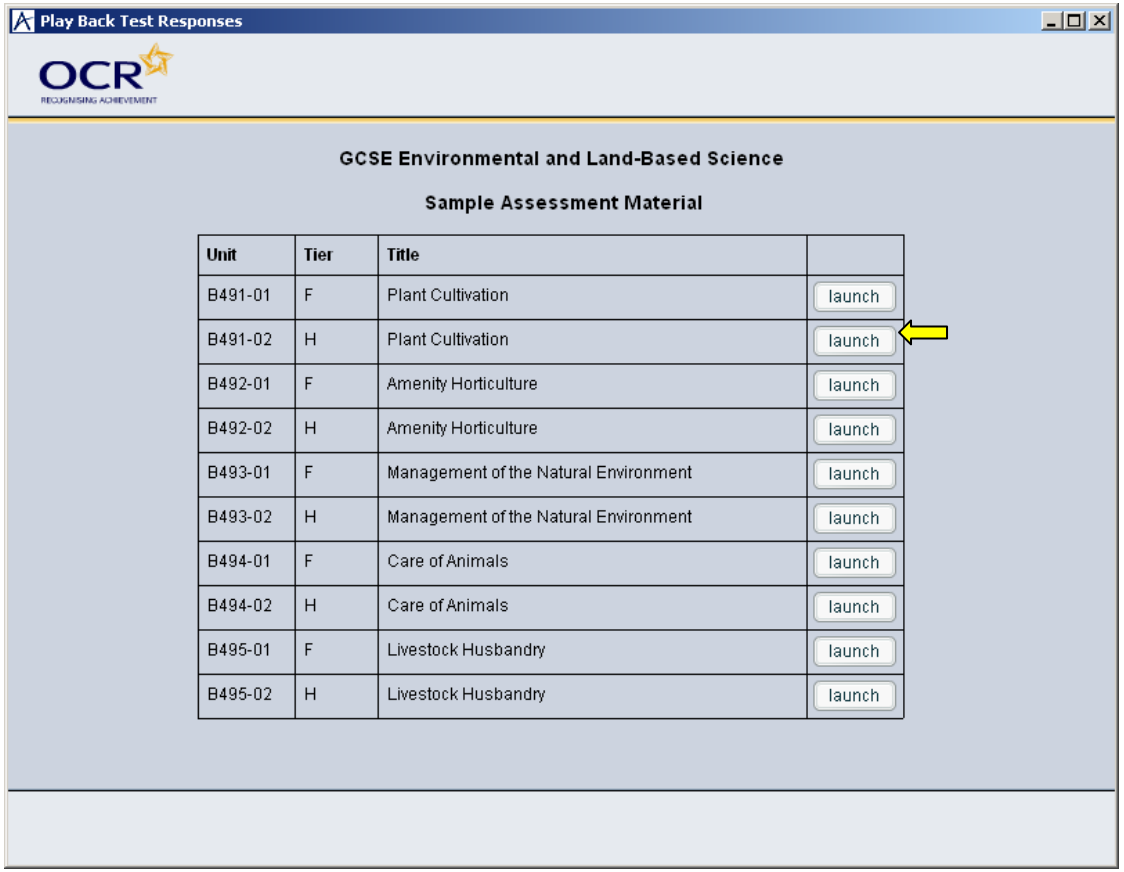

Capture Test Responses
Enter your answer in the white space on the right hand side of the screen.
Candidate: Ben Brown Candidate No: Not available
Time Left
20 mins
: Question 19
Calculator
The diagram below shows one method
runners.
This is an example of asexual reproduc
reproduction to produce more plants.
runner
crown
Browse for Folder
Choose folder
Desktop
My Documents
AdobeStockPhotos
Camtasia Studio
My Data Sources
My eBooks
My Music
My Pictures
My PSP Files
My Shapes
My Snapfire Shows
New Folder
OK
Cancel
[3 marks]
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19
END
NEXT

Test Viewer

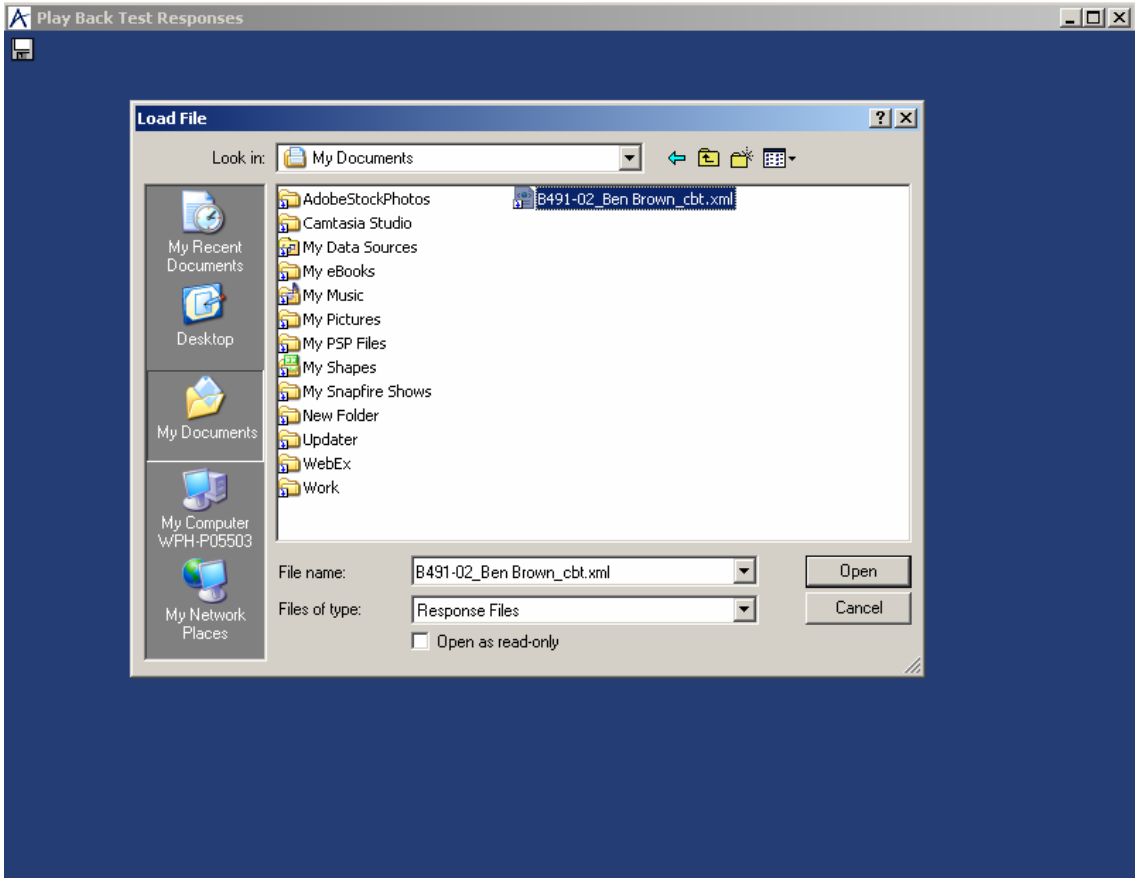
The saved tests will be automatically named *test id_name_cbt*, e.g. B491-02_Ben Brown_cbt.

In order to view saved tests the tutor needs to know the name of the candidates involved and the location at which the tests have been saved.

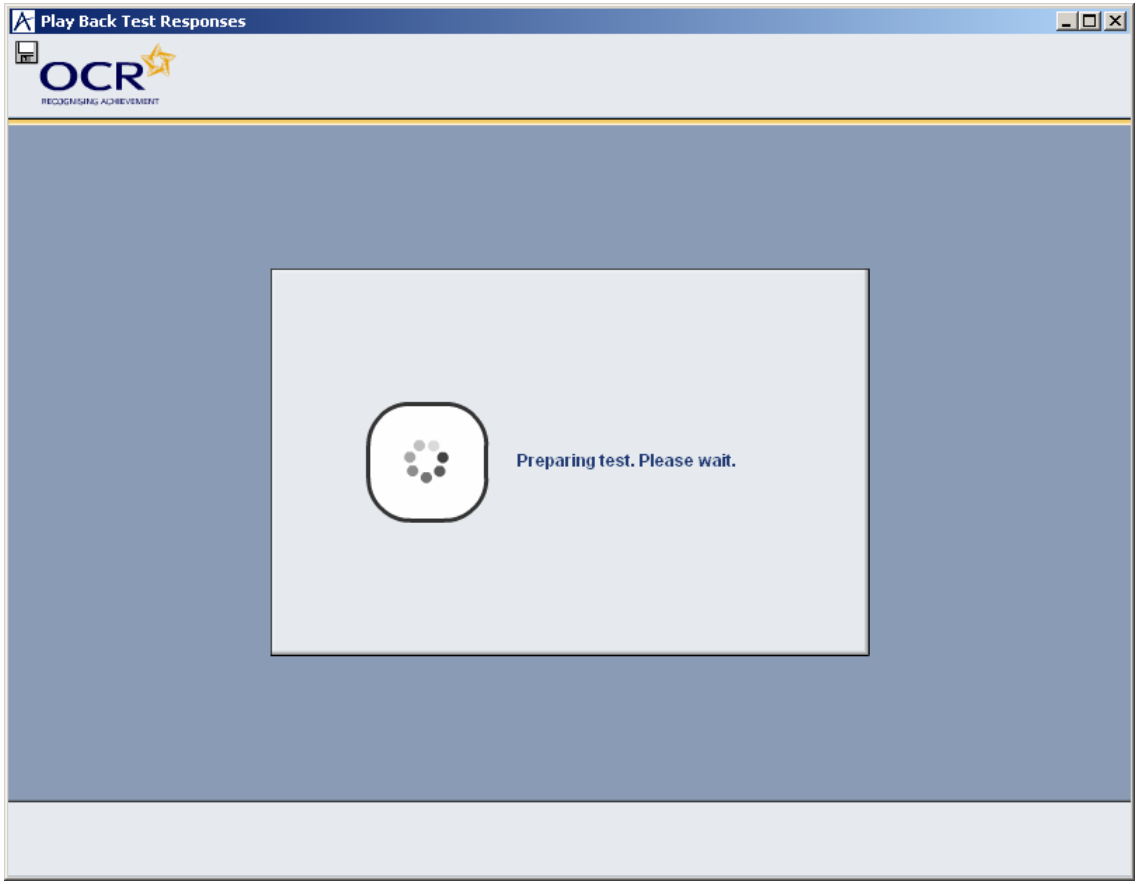
Double click on the Test Viewer file to display the test menu and select the unit to be viewed.



The tutor should then click on the relevant response file to open the first set of candidate responses.

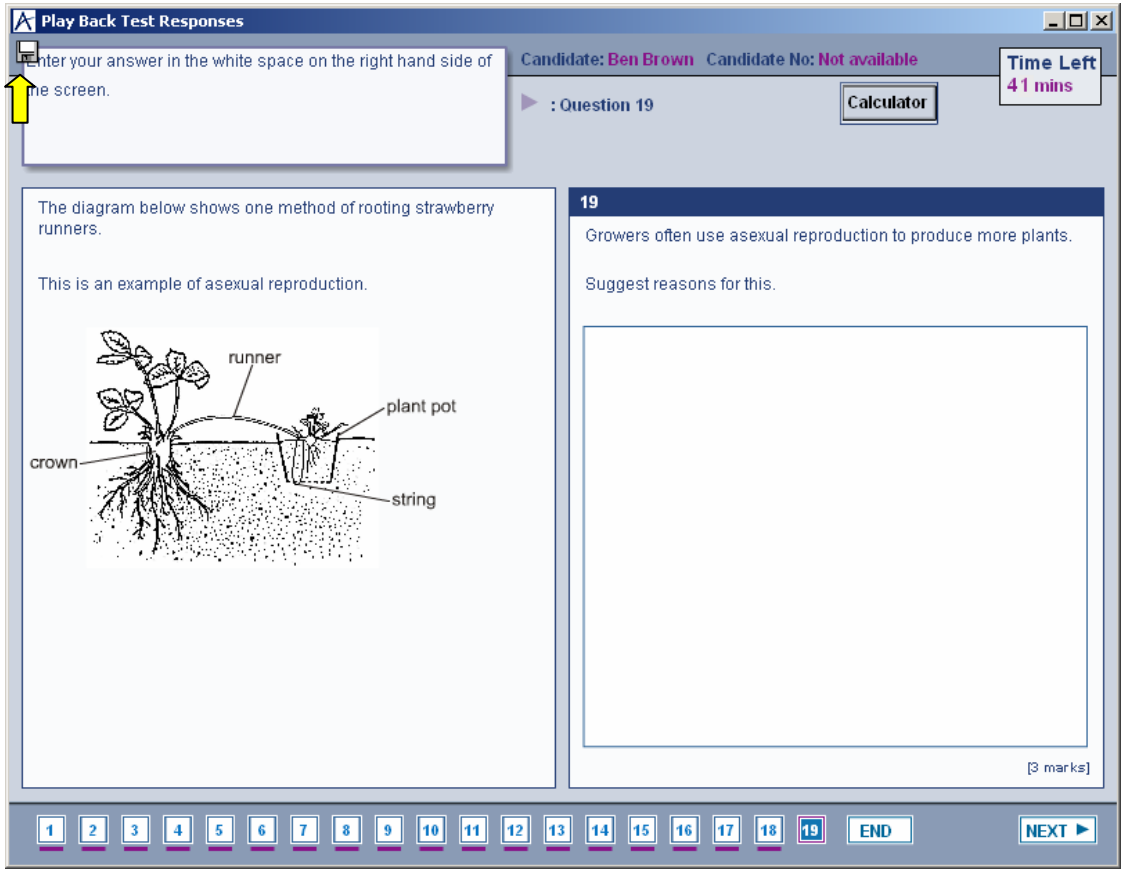

Play Back Test Responses
Load File
Look in:
My Documents
AdobeStockPhotos
Camtasia Studio
My Data Sources
My eBooks
My Music
My Pictures
My PSP Files
My Shapes
My Snapfire Shows
New Folder
Updater
WebEx
Work
B491-02_Ben Brown_cbt.xml
My Recent Documents
Desktop
My Documents
My Computer WPH-P05503
My Network Places
File name:
B491-02_Ben Brown_cbt.xml
Files of type:
Response Files
Open
Cancel
Open as read-only

The test will be prepared.



The tutor will see the candidate responses as they appeared to the candidate during the test but will not be able to amend those responses.

When the first set of responses has been viewed, the tutor can open the next set by clicking on the disk icon at the top left hand corner of the screen.


Play Back Test Responses
nter your answer in the white space on the right hand side of
he screen.
Candidate: Ben Brown Candidate No: Not available
Time Left
41 mins
: Question 19
Calculator
The diagram below shows one method of rooting strawberry runners.
This is an example of asexual reproduction.
runner
plant pot
crown
string
19
Growers often use asexual reproduction to produce more plants.
Suggest reasons for this.
[3 marks]
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 END NEXT