

## NOTICE TO CENTRES

FAO: Head of Modern Foreign Languages and Exams Officer

Date: December 2010

Subject: GCSE French, German and Spanish: J730/J731/J732

### NEW SUPPORT MATERIAL FOR SPEAKING AND WRITING CONTROLLED ASSESSMENT

We are pleased to let you know that we have produced some **new support guidance** for teachers preparing candidates for the controlled assessment for GCSE French, German and Spanish speaking and writing. This can be found on the OCR website in the 'Support materials' section for each of the three languages.

The guidance covers the long-term planning from the perspective of an imaginary centre to show all the processes involved. In addition, the process of task planning from the initial teaching and learning stage through to the final task taking stage as well as the moderation process is highlighted. The guidance can be used both for training in your MFL department as well as adapted for use with candidates, as appropriate.

We have also produced **exemplar candidate speaking test recordings**, which are available to download from our secure extranet, Interchange. You will need either the Centre Administrator or Tutor/Teacher role to access this area. Your Centre Administrator (usually the Exams Officer) should be able to help you with this.

To locate the recordings, log in to Interchange, hover over 'Coursework and tests' and then click on 'Controlled assessment materials' in the left-hand menu. Either type the relevant unit code in the box provided or select from the drop-down menus to view the exemplar Speaking files, which are provided as a zip file.

We hope you find this new support material useful. If you have any queries about this notice, please call our Customer Contact Centre on 01223 553998.