

ICT A

OCR GCSE 1094/1994 Unit 2358

Coursework Cover Sheet – Project 1a

Please read the instructions printed overleaf before completing this form. One of these cover sheets, suitably completed, should be attached to the assessed work of **each** candidate in the moderation sample.

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| Year | 2 | 0 | 0 | |
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| Centre Name | | | | | |
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| Centre Number | | | | | |
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| Candidate Name | | | | Candidate Number | | | | |
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INSTRUCTIONS FOR COMPLETION OF THIS FORM

- One cover sheet should be used for each candidate in the sample sent to the Moderator.
- This form should only be used for recording coursework marks. A printout from a suitable software package is an acceptable alternative to this form if all the same information is given.
- Carry out internal standardisation to ensure that there is agreement on the standards.
- Retain a copy of every form that is sent to the Moderator.
- A copy of this form may be found on the OCR website. This may be downloaded and completed using a computer.
- Please ensure that the appropriate boxes at the top of the form are completed.
- Complete the mark boxes, overleaf, as detailed below.
- For the **Key Skills** mark range choose the box which best describes the candidate's achievement making sure that all the criteria in the box have been met.
- Choose a mark within the range according to how well the criteria have been achieved.
- In the comments box include the page numbers where the evidence for the mark given can be found
- Record the mark in the **Key Skills** box.
- For the **Additional Skills** mark range choose the box which best describes the candidate's achievement making sure that all the criteria in the box have been met.
- Choose a mark within the range according to how well the criteria have been achieved.
- In the comments box include the page numbers where the evidence for the mark given can be found
- Record the mark in the **Additional Skills** box.
- Produce a total out of 28.
- Record the mark in the **Total** box.

Key Skills : Specific comments on nature of evidence (reference to page numbers may assist)

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| Total Key Skills | (max 21) | |
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Additional Skills : Specific comments on nature of evidence (reference to page numbers may assist)

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| Total Additional Skills | (max 7) | |
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| Total Project 1a | (max 28) | |
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