

# Circular S/IF/89/10

September / 2010

To: Head of Languages

For circulation to: All teachers within the Languages Department

## GCSE Languages

### Controlled Assessment – Writing tasks – Stationery requirements

When completing the Controlled Assessment tasks for Unit 2 - Writing for CCEA GCSE languages, candidates should use a GCSE Languages Controlled Assessment Writing answer booklet for each task.

These answer booklets have been distributed in September 2010 to centres that had entries for CCEA GCSE languages in the Summer of 2010.

Centres that did not have entries in Summer 2010 may request answer booklets from the CCEA Distribution contact listed below.

For candidates who produce their writing tasks using IT, a GCSE Languages Controlled Assessment writing task cover sheet should be attached to each task. This cover sheet can be found on the CCEA languages micro site.

When centres are submitting the candidates' work to CCEA, the candidates' two tasks and cover sheets should be fastened together, using a treasury tag.

If you require answer booklets or additional booklets please contact :

**Paul O'Lynn at CCEA on: (028) 90261273**

**Email: [polynn@ccea.org.uk](mailto:polynn@ccea.org.uk)**

