



**General Certificate of Secondary Education
Tystysgrif Gyffredinol Addysg Uwchradd**

ORAL HANDBOOK

GUIDELINES FOR TEACHERS, EXAMINATION OFFICERS AND INVIGILATORS

GCSE WELSH SECOND LANGUAGE ORAL EXAMINATIONS 2025

ORAL EXAMINATION TIMETABLE 2025

GCSE

WELSH SECOND LANGUAGE UNIT 1 *Between 18 March and 20 March*
Oral response to visual stimulus 3020U10-1

WELSH SECOND LANGUAGE UNIT 2
Communicating with other people 3020U20-1 *Between 25 March and 27 March*

If you are aware of individuals who will have to sit Unit 1 or Unit 2 assessment individually for exceptional reasons, then you should contact WJEC in advance (cymraegailiaith@wjec.co.uk)

We will consider the request and respond.

If something were to happen on the day of the assessment that would require an applicant to take the test individually, there would be no need to contact WJEC but an explanation will need to be included on the mark sheet or in a separate note to the moderator that will be loaded on IAMIS Upload.

NEW TO 2025

Turn to the last page of this document for new information about Unit 2 2025.

Guidelines to uploading work

In 2025, centre assessed NEA moderation samples will be uploaded via IAMIS (Unit 1 3020U10) and Unit 2 (3020U20). Centres will be able to input marks and upload samples on the same system and will not need to wait for key codes. More information will be provided via a circular in September. We will upload guidance in a separate document in due course to our GCSE Welsh Second Language page on how to upload the sample's work to IAMIS Upload.

**UNIT 1 3020U10-1
ORAL RESPONSE TO VISUAL STIMULUS**

External Assessment (Pair/Group Task 25%)

Candidates will be assessed through an external assessment held on **18, 19 and 20 March, 2025**. The tasks will be set externally by WJEC and are to be completed in groups under the teacher's guidance.

THE ASSESSMENT MATERIAL

Centres will receive a pack containing 5 copies of each of the DVD discs and 5 copies of the Teacher's pack. Here is a summary of the content of the 6 DVDs:

Disc 1	1A & 1B (Clips of the morning's assessment session 18/03/25)
Disc 2	1C & 1Ch (Clips of the afternoon's assessment session 18/03/25)
Disc 3	2A & 2B (Clips of the morning's assessment session 19/03/25)
Disc 4	2C & 2Ch (Clips of the afternoon's assessment session 19/03/25)
Disc 5	3A & 3B (Clips of the morning's assessment session 20/03/25)
Disc 6	3C & 3Ch (Clips of the afternoon's assessment session 20/03/25)

If you require further copies contact despatchqueries@wjec.co.uk by 21 February, 2025.

Centres must test the equipment to be used to play CDs and DVDs during the examinations using non-confidential standard CDs and DVDs to ensure that sound and visuals are of sufficient levels and clarity suitable for the examinations. Confidential CDs and DVDs supplied for use in examinations must not be used to test equipment. We advise that the equipment being used for examinations is tested in the locations where examinations are being held to ensure that examination conditions on the day of the exam are replicated in the testing.

Digital versions of the DVDs will be available on Portal, within 'Today's Question Papers' from 8:00 am one working day prior to the timetabled examinations. Provided a corresponding entry is in place no password will be required. If no entry for this component has been made centres will need to phone our dedicated line at the bottom of the page.

This information should not, on any account, be transferred to the candidates or the persons conducting the assessment.

For example-

Tuesday 18 March

The digital versions of the DVDs (both AM and PM sessions 1A/B and 1C/Ch) will be available to download from 8am on Monday 17 March.

Wednesday 19 March

The digital versions of the DVDs (both AM and PM sessions 2A/B and 2C/Ch) will be available to download from 8am on Tuesday 18 March.

Thursday 20 March

The digital versions of the DVDs (both AM and PM sessions 3A/B and 3C/Ch) will be available to download from 8am on Wednesday 19 March.

GCSE Helpline number - 02920 265154

Candidate's Preparation Sheet

Centres will not receive a hard copy of the preparation sheet. It will be available for the Examinations Officer to download from Portal (secure website) the afternoon before the day of the examination without a need for a password. **This information should not, on any account, be transferred to the candidates or the persons conducting the assessment.**

Go to Portal and the preparation sheet can be found under All Services > Key Information > 'Today's Question Papers'. No password will be required. Please take care when downloading these sheets. There will also be modified papers in larger print – MLP (*Modified Language Papers*).

Tuesday 18 March

The preparation sheets will be available to download from 12:00pm on Monday 17 March.

Wednesday 19 March

The preparation sheets will be available to download from 12:00pm on Tuesday 18 March.

Thursday 20 March

The preparation sheets will be available to download from 12:00pm on Wednesday 19 March.

- The preparation sheets should be kept securely until the examination.
- All preparation sheets should be kept until the end of the deadline for review of results has passed or until any appeal, malpractice or other results enquiry has been completed, whichever is later.
- Only the **preparation sheets for the candidates identified in the sample** should be uploaded with the sound file and official marksheet. Please refer to page 6 for further guidelines.

The following information will be printed on the front sheet of the 'Candidate's Preparation Sheet' on the oral examination paper.

GWYBODAETH I YMGEISWYR

Cewch 10 munud i baratoi'r sgwrs gyda'ch partner/grŵp.

Yn ystod y 10 munud byddwch yn:

- gwyllo'r clip ddwywaith
- gwneud nodiadau ar y daflen baratoi.

Byddwch yn mynd â'r daflen baratoi i'r ystafell arholi.

Yn ystod y sgwrs dylech chi:

- ddangos eich dealltwriaeth o gynnwys y clip
- siarad am y pynciau sy'n cael eu trafod yn y clip gyda'ch partner/grŵp.

Cofiwch ddefnyddio'r daflen baratoi i:

- wneud nodiadau
- mynegi barn
- cytuno/anghytuno
- ymestyn a datblygu un neu fwy o'r pynciau yn eich sgwrs.

Ni chaniateir defnyddio geiriaduron neu unrhyw adnodd arall wrth baratoi.

INFORMATION FOR CANDIDATES

You have 10 minutes to prepare this conversation with your partner/group.

During the 10 minutes you will:

- *watch the clip twice*
- *make notes on the preparation sheet.*

You will take the preparation sheet into the examination room.

During the conversation you should:

- *show you have understood the content of the clip*
- *talk about the subjects discussed in the clip with your partner/group.*

Remember to use the preparation sheet to:

- make notes
- express opinion
- agree/disagree
- extend and develop your conversation on one or more of the subjects.

The use of dictionaries or any other resource is forbidden.

Preparing the candidates before the examination

The candidates' attainment should be regularly assessed. On the basis of the teacher's knowledge of the candidates, groups should be formed containing **no more than 3 candidates**.

Teachers, to the best of their ability, **should ensure that the members of the group represent the same band**.

Ensure that a timetable is created and that each candidate is given a specific slot within the 6 examination sessions. **Examining candidates outside of these three official days is forbidden.**

ARRANGEMENTS ON THE DAY OF THE EXAMINATION

Teachers

Teachers should open the package containing the visual material, Teacher's Copy and preparation sheets 30 minutes before each examining session, watch the visual material and look at the papers. If there is a problem with the DVD on the day of the exam, you should contact the GCSE Department to download a digital version of the clips from Portal (secure website).

Examinations Officer

Digital versions of the DVDs will be available on Portal (secure website), within 'Today's Question Papers' from 8:00 am one working day prior to the timetabled examinations. Provided a corresponding entry is in place no password will be required. If no entry for this component has been made centres will need to phone our dedicated lines (see below).

This information should not, on any account, be transferred to the candidates or the persons conducting the assessment.

GCSE Helpline numbers - 02920 265154

DAY 1

Papers 1A and 1B Tuesday Morning 18 March
Papers 1C and 1Ch Tuesday Afternoon 18 March

DAY 2

Papers 2A and 2B Wednesday Morning 19 March
Papers 2C and 2Ch Wednesday Afternoon 19 March

DAY 3

Papers 3A and 3B Thursday Morning 20 March
Papers 3C and 3Ch Thursday Afternoon 20 March

Candidates' Holding Room

- Candidates for each assessment session should be supervised in a dedicated holding room;
- All mobile phones should be collected;

- Candidates are permitted to take notes, any revision material made previously or books/dictionaries to the **holding room**.

Candidates' Preparation Room (where the DVD is watched)

Candidates will not be allowed to take any notes made previously or books/dictionaries to the preparation room from the holding room.

- The teacher should choose the most appropriate paper for the candidates to ensure that they give their best and reach their full potential within the group;
- A candidate's preparation sheet should be given to each candidate;
- Allow the first group/ pair to watch the DVD under examination conditions. You should ensure that there are supervisors in each room;
- The DVD will be timed to show the clip twice with timed pauses which enable the candidates to discuss/write notes on the candidate's preparation sheet about the content of the clip. **It is forbidden to stop the DVD once it has started. Remember that the group only has 10 minutes in the preparation room;**
- Candidates should complete the preparation sheet to assist them with their discussion in the examination. (What is written will not be assessed but will be expected to be submitted to WJEC as part of the sample);
- The candidates then move to the examination room and the next group can start watching the DVD/preparing.

Examination Room (where each group's oral work will be recorded)

- Call the first group in with their preparation sheets;
- Ensure that everyone is comfortable and is sitting in a semi-circle or close to the recording device; **Please note that the recording should be MP3 and not MP4, a sound file and not a video.**
- Only 1 teacher should assess the candidates;
- Start the examination by identifying candidates' names and examination numbers and then asking the candidates to introduce themselves. 3 or 4 facts will be sufficient;
- The teacher should introduce the task e.g. Prawf 1A Diwrnod 1 Dydd Mawrth 18 Mawrth (Test 1A Day 1 Tuesday 18 March);
- Ask candidates to respond to the content of the visual material and then develop discussion;
- The teacher should ensure that the candidate uses the preparation sheet as a basis for the discussion although everything does not have to be included;
- The listening marks are awarded for referring to and responding to the visual material in the clip and extending the discussion;
- The teacher should ensure that the groups converse fairly independently. Please see the marking schemes on pages 8 and 9;
- Teachers should interrupt at times to move the discussion forward or to try to ensure that candidates give their best and meet the requirements of the marking scheme. **(The task should last for about 6 – 8 minutes per pair and 8-10 minutes per group of 3);**
- The recording should not be stopped once the assessment has begun.
- Record a mark out of **50** for each candidate. (Mark out of **30 for listening** and a mark out of **20 for speaking**);
- Ensure that the quality of the recording is clear;
- Candidates are allowed to continue with their normal day after the examination but it should be emphasized that **no information should be transferred to anyone (including on social media)**;

- Candidates who have sat the exam should not go back into the holding room to collect any belongings. It should be ensured that their bags are kept in a safe place until they have finished the examination;
- Candidates are permitted **one opportunity only** to sit the oral examination. **It is not permitted for a candidate to start again in a different session or on a different day;**
- It is also not permitted for a candidate who has already sat an oral examination to assist in another group.

Special requirements

- There will be DVDs with sub-titles and voiceovers available in the 2025 series. Centres will need to contract the Special Requirements section in WJEC by 21 February 2025 to ensure that the correct versions will be sent to you (SpecialRequirements@wjec.co.uk);
- 1A/1B, 2A/2B, 3A/3B will be adapted for 2025.
- Go to the last page of the document for further information on special requirements.

Recording the marks

- **It is the centre's responsibility to standardise the candidates' marks within the centre;**
- All centres must record the assessments of all groups. All marks should be input (out of 50) and submitted onto the *Internal Assessment Mark Input Screen (IAMIS)* on Portal (secure website). Here, you should add the initials of the teacher who teaches the candidates. Once you input every mark and submit, a sample will be generated (and a 'Yes' will appear in the 'Sample' column next to every candidate who has been chosen).

Guidelines to uploading work NEW TO 2025

In 2025, centre assessed NEA moderation samples will be uploaded via IAMIS (Unit 1 3020U10) and Unit 2 (3020U20). Centres will be able to input marks and upload samples on the same system and will not need to wait for key codes. More information will be provided via a circular in September. We will upload guidance in a separate document in due course to our GCSE Welsh Second Language page on how to upload the sample's work to IAMIS Upload.

- The following documents **only** should be scanned and uploaded for Unit 1:
 1. Unit 1 mark sheet – ensure that **all candidates' marks identified in the sample, and their groups' marks** are included on the mark sheet. A mark out of **30 for listening**, a mark out of **20 for speaking**, and a **total mark out of 50 in rank order** (with the sample on the highest mark first on the mark sheet). **You will not need to scan an individual mark sheet for every group.**

The names / marks should be recorded in order of merit - sample names with partners under sample's name

e.g.

*SAMPLE NAME 1 - 50

Partner 1 - 47

Partner 2 - 30

*SAMPLE NAME 2 - 48

Partner 1 - 42

Partner 2 – 29

Place * next to the candidate selected by IAMIS in the sample

2. Recording for candidates in the sample in their pair/groups – ensure that you include this information when saving and uploading the candidates' information who are part of the sample in your centre for Unit 1:

The candidates' examination number first and then their correct/full names (as they appear on *IAMIS* and on the examination register):

First name(s) and then surname

3. Preparation sheet – only the preparation sheet for the candidate identified in the sample within each group is needed to be uploaded with the recording (doc or pdf).
 - The sample should be uploaded between 18 March and 5 May;
 - **No sample will be accepted after 5 May.**
 - If a moderator contacts your centre for a second sample during the moderation period, you will need to upload the additional sample that the moderator has chosen onto IAMIS Upload.

The recordings of all examinations conducted on these dedicated 3 days should be kept safe in case WJEC will require further evidence. WJEC has the right to ask centres to re-do the examination if the quality of the recording is not sufficiently clear for standardisation purposes.

On the next pages please find the following:

1. Unit 1 marking scheme;
2. Unit 1 mark sheet – if you experience difficulties editing this document, use the *Word* version in the following tab on the GCSE Welsh Second Language page on www.wjec.co.uk website > 'key documents > oral examinations and coursework forms'.

Unit 1 Mark Scheme

Mark	AO1-Listening
25 – 30 Band 5	<ul style="list-style-type: none"> - Listen and respond with relevant contributions - Have a detailed understanding of different types of verbal language spoken by one or more speakers from the visual stimulus - Fully understand the main message and specific details which are communicated verbally - A comprehensive response to different types of verbal language spoken by one or more speakers
19 – 24 Band 4	<ul style="list-style-type: none"> - Listen and respond with relevant contributions - To understand in some detail various forms of verbal language spoken by one or more of the speakers from the visual stimulus - Understand quite fully the main message and specific details which are communicated verbally - Respond fairly comprehensively to different types of verbal language spoken by one or more speakers
13 – 18 Band 3	<ul style="list-style-type: none"> - Listen and respond with relevant contributions - Understand the different types of verbal language spoken by one or more speakers from the visual stimulus - Understand the main message and specific details which are communicated verbally - A simple response to different types of verbal language spoken by one or more speakers
7 – 12 Band 2	<ul style="list-style-type: none"> - Listen to others and respond with some contributions - Understand a couple of different types of verbal language spoken by one or more speakers from the visual stimulus - Understand most of the main message and the most specific details that are communicated verbally - Very simple response to different types of verbal language spoken by one or more speakers
1 – 6 Band 1	<ul style="list-style-type: none"> - Listen to others and make an effort to respond with a contribution now and again - Understand very few of the different types of verbal language spoken by one or more speakers from the visual stimulus - Understand a little of the main message and some specific details that are communicated verbally - An attempt to respond to different types of verbal language spoken by one or more speakers
0	<ul style="list-style-type: none"> - Inappropriate or no response

Mark	AO2 - Speaking
17 – 20 Band 5	<ul style="list-style-type: none"> • Communicate and interact confidently and spontaneously, giving information from the visual stimulus, expressing and justifying opinion fully. • Use a wide range of strategies to support and sustain a conversation and discussion very successfully, contributing regularly • Use a wide range of language patterns very accurately and use a range of different tenses • Use appropriate tone, accurate pronunciation and clear intonation
13 – 16 Band 4	<ul style="list-style-type: none"> • Communicate and interact spontaneously and with confidence, giving information from the visual stimulus and expressing and justifying opinion fully. • Use a range of strategies to support and sustain a conversation and discussion successfully, contributing regularly • Use a range of language patterns accurately and use different tenses • Use appropriate tone, accurate pronunciation and clear intonation.
9 – 12 Band 3	<ul style="list-style-type: none"> • Communicate and interact with a little encouragement and with some confidence, giving information from the visual stimulus, expressing and justifying opinion quite fully • Use strategies to support and sustain a conversation and discussion, making contributions. • Use language patterns accurately and some variation of tense • Use appropriate tone, fairly accurate pronunciation and quite clear intonation
5 – 8 Band 2	<ul style="list-style-type: none"> • Communicate and interact with a little encouragement, giving some information from the visual stimulus, expressing and justifying some opinion. • Use some strategies to support and sustain a conversation and discussion, making some contributions • Use simple language patterns accurately and an occasional variation of tense • Pronunciation of most words is accurate
1 – 4 Band 1	<ul style="list-style-type: none"> • Respond to direct encouragement by giving occasional pieces of information from the visual stimulus and occasionally expressing opinion. • Use occasional strategies to support and sustain a conversation, making occasional contributions • Use simple language patterns fairly accurately • Pronunciation of the most words is fairly accurate
0	<ul style="list-style-type: none"> • Inappropriate or no response. The required information isn't communicated at all



Cyfres Mehefin 2025

June 2025 Series

Enw'r Ganolfan <i>Name of Centre</i>	Rhif y Ganolfan <i>Centre Number</i>
	68

Blaen lythrennau'athro/athrawes <i>Teacher's initials</i>	Rhif Arholiad yr Ymgeisydd <i>Candidate's Examination No.</i>	Enw/Enwau a Chyfenw'r Ymgeisydd <i>Candidate's Name/Names and Surname</i> Yn nhrefn teilyngdod fesul grŵp i adlewyrchu'r drefn a welir ar IAMIS <i>In order of merit per group to reflect the order seen on IAMIS</i> PÂR/GRŴP YN Y SAMPL – Rhaid cynnwys pob ymgeisydd o fewn y grŵp <i>PAIR/GROUP IN THE SAMPLE – You must include every candidate within the group</i> PRIF LYTHRENNAU - BLOCK CAPITALS	TASG GRŴP 50 (30 + 20) Canolfan				
			Gwranddo	Siarad	Cyfanswm		

Mae'r marciau a ddyfarnwyd wedi'u safoni o fewn y ganolfan hon.

The marks awarded have been internally standardised at this centre.

Pennaeth y Gymraeg <i>Head of Welsh</i>	Dyddiad <i>Date</i>	Safonwr <i>Moderated by</i>
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**UNIT 2 3020U20-1
COMMUNICATING WITH OTHER PEOPLE**

External Assessment (Pair/Group Task 25%)

Candidates will be assessed through an external assessment held on **25, 26 and 27 March, 2025**. The tasks will be set externally by WJEC and are to be completed in groups under the teacher's guidance.

Dictionaries and other books are not permitted in the oral examination.

THE ASSESSMENT MATERIAL

Centres will receive a pack containing a Teacher's Pack and a Candidate's Copy.

Teachers conducting the oral examinations are permitted to open the Teacher's Copy and the Candidate's Copy containing the stimulus questions 30 minutes before each assessment session. **This information should not, on any account, be transferred to the candidates.**

The following information will be printed on the front page of the 'Candidate's copy' on the oral examination paper:

GWYBODAETH I YMGEISWYR

*Dewiswch **un** dasg.*

Cewch hyd at 10 munud i baratoi'r dasg hon.

Gallwch wneud nodiadau a thrafod gyda'ch partner/grŵp yn ystod y cyfnod hwn.

Ni chaniateir defnyddio geiriaduron neu unrhyw adnodd arall wrth baratoi.

Cyn gadael yr ystafell arholi rhaid i chi roi'r daflen hon ac unrhyw nodiadau a wnaethoch yn ystod y 10 munud i'r athro/athrawes sy'n cynnal y prawf.

INFORMATION FOR CANDIDATES

*Choose **one** task.*

You have up to 10 minutes preparation time.

You may make notes and discuss with your partner/group during this time.

The use of dictionaries or any other resource is forbidden during preparation.

Before leaving the examination room this sheet and any notes you made during the 10 minutes must be given to the teacher conducting the test.

Preparing the candidates before the examination

The candidates' attainment should be regularly assessed. On the basis of the teacher's knowledge of the candidates, groups should be formed containing no more than 3 candidates.

Teachers, to the best of their ability, should ensure that the members of the group represent the same band. It is the responsibility of the centre to standardise candidates' marks within the centre.

A timetable should be prepared – about 10 minutes allocated to each group within the period of the 6 examination sessions. **Examining candidates outside of these three official days is forbidden.**

ARRANGEMENTS ON THE DAY OF THE EXAMINATION

Teachers

Open the packages containing the stimulus questions for the pair/group of three discussion:

Paper A morning of day 1/ Paper B afternoon of day 1 (Tuesday, 25 March)

Paper C morning of day 2/ Paper CH afternoon of day 2 (Wednesday, 26 March)

Paper D morning of day 3/ Paper DD afternoon of day 3 (Thursday, 27 March);

The Teacher's Copy should be opened containing advice and questions that can be asked in order to progress the discussion and to ensure that the candidates give their best.

One copy only of Unit 2's examination paper is needed for each group. Any personal/individual notes that they create within the 10 minutes preparation time can be written on plain paper which will be collected and kept by the teacher at the end of the examination. **This will not be scanned and uploaded to IAMIS Upload.**

Candidates' Holding Room

- Candidates for each assessment session should be supervised in a dedicated holding room;
- All mobile phones should be collected;
- Candidates are permitted to take notes, any revision material made previously or books/dictionaries to the **holding room**.

Candidates' Preparation Room (where the candidates will see the examination paper and have 10 minutes to prepare within their groups)

Candidates are not permitted to take any previously prepared notes or resources/dictionaries into the preparation room from the holding room.

- The teacher should choose the most appropriate paper for the candidates to ensure that they give their best and reach their full potential within the group;
- Allow the first pair/group to prepare (up to 10 minutes under supervision). Make sure groups receive no more than 10 minutes to prepare. Candidates will be allowed to make notes and to bring those notes **only** into the assessment/examination room. **Any preparation notes made in the 10 minutes prior to the examination and used during the examination do not need to be scanned and uploaded to IAMIS Upload.**

Examination Room (where each group's oral work will be recorded)

- Call the first pair/group into the examination room (whilst the next pair/group can start preparing in the preparation room);
- Ensure that everyone is comfortable and sitting in a semi-circle or near to the recording device; **Please note that the recording should be MP3 and not MP4, a sound file and not a video.**
- Only 1 teacher should assess the candidates;
- Begin the assessment by stating the candidates' names and examination numbers and then ask the candidates to introduce themselves. 3-4 facts will be sufficient;
- The teacher should introduce the task e.g 'Prawf 1A Diwrnod 1 Dydd Mawrth 25 Mawrth' ('Test 1A Day 1 Tuesday 25 March');
- Ask the candidates to discuss the question. They should be allowed to do so fairly independently, although the occasional interruption can be made to move the

discussion forward, or to ensure that the candidates give their best and meet the requirements of the marking scheme. Remember to use the questions provided for each paper in the Teacher's Copy. Remember the need for candidates to refer to the stimulus on the paper frequently through the assessment. **(Discussion between pairs are expected to last for approximately 6 – 8 minutes and a group of three for about 8 – 10 minutes);**

- The recording should not be stopped once the assessment has begun.
- Record/award a mark out of 50 for each candidate. (A mark out of **40 for speaking** and a mark out of **10 for listening**);
- Ensure that the quality of the recording is clear.
- Candidates are allowed to continue with their normal day after the examination but it should be emphasised that **no information should be transferred to anyone (including on social media)**;
- Candidates who have sat the exam should not go back into the holding room to collect any belongings. It should be ensured that their bags are kept in a safe place until they have finished the examination;
- Candidates are permitted **one opportunity only** to sit the oral examination. **It is not permitted for a candidate to start again in a different session or on a different day**;
- It is also not permitted for a candidate who has already sat an oral examination to assist in another group.

Recording the marks

- **It is the centre's responsibility to standardise the candidates' marks within the centre;**
- All centres must record the assessments of all groups. All marks should be input (out of 50) and submitted onto the *Internal Assessment Mark Input Screen (IAMIS)* on Portal (secure website). Here, you should add the initials of the teacher who teaches the candidates. Once you input every mark and submit, a sample will be generated (and a 'Yes' will appear in the 'Sample' column next to every candidate who has been chosen).

Guidelines to uploading work NEW TO 2025

In 2025, centre assessed NEA moderation samples will be uploaded via IAMIS (Unit 1 3020U10) and Unit 2 (3020U20). Centres will be able to input marks and upload samples on the same system and will not need to wait for key codes. More information will be provided via a circular in September. We will upload guidance in a separate document in due course to our GCSE Welsh Second Language page on how to upload the sample's work to IAMIS Upload.

- The following documents **only** should be scanned and uploaded for Unit 2:
1. Unit 2 mark sheet – ensure that **all candidates' marks identified in the sample, and their groups' marks** are included on the mark sheet. A mark out of **40 for speaking**, a mark out of **10 for listening**, and a **total mark out of 50 in rank order** (with the sample on the highest mark first on the mark sheet). **You will not need to scan an individual mark sheet for every group.**

The names / marks should be recorded in order of merit - sample names with partners under sample's name

e.g.

*SAMPLE NAME 1 - 50

Partner 1 - 47

Partner 2 - 30

*SAMPLE NAME 2 - 48

Partner 1 - 42

Partner 2 - 29

Place * next to the candidate selected by IAMIS in the sample

2. Recording for candidates in the sample in their pair/groups – ensure that you include this information when saving and uploading the candidates' information who are part of the sample in your centre for Unit 2:

The candidates' examination number first and then their correct/full names (as they appear on *IAMIS* and on the examination register):

First name(s) and then surname

- The sample should be uploaded between 25 March and 5 May;
- **No sample will be accepted after 5 May;**
- If a moderator contacts your centre for a second sample during the moderation period, you will need to upload the additional sample that the moderator has chosen onto IAMIS Upload.

The recordings of all examinations conducted on these dedicated 3 days should be kept safe in case WJEC will require further evidence. WJEC has the right to ask centres to re-do the examination if the quality of the recording is not sufficiently clear for standardisation purposes.

On the next pages please find the following:

1. Unit 2 marking scheme;
2. Unit 2 mark sheet – if you experience difficulties editing this document, use the *Word* version in the following tab on the GCSE Welsh Second Language page on www.wjec.co.uk website > 'key documents > oral examinations and course work forms'.

Unit 2 marking scheme

Mark	AO1 - Listening
8 – 10 Band 5	<ul style="list-style-type: none"> - Listen to and interact with others very effectively - Understand in detail the contribution of others - Fully respond to the task with relevant and insightful contributions
6 – 7 Band 4	<ul style="list-style-type: none"> - Listen to and interact with others effectively - Understand in detail the contribution of others - Respond quite fully to the task with relevant contributions
4 – 5 Band 3	<ul style="list-style-type: none"> - Listen to and interact with others sufficiently - Understand in some detail the contribution of others - Respond to the task with some basic contributions
1 – 3 Band 2	<ul style="list-style-type: none"> - Listen to and interact with others occasionally - Understand some of the contribution of others - An effort to respond to the task with some simple contributions now and again
0 Band 1	<ul style="list-style-type: none"> - Inappropriate or no response

Mark	AO2 - Speaking
33 – 40 Band 5	<ul style="list-style-type: none"> • Communicate and interact spontaneously and with great confidence, giving information, expressing and justifying opinion very fully. • Use a wide range of strategies to support and sustain a conversation and discussion very successfully, contributing very regularly. • Use a wide range of simple language patterns very accurately and use a range of different tenses • Use appropriate tone, pronunciation and exceptionally clear intonation.
25 – 32 Band 4	<ul style="list-style-type: none"> • Communicate and interact spontaneously and with confidence, giving information, expressing and justifying opinion fully • Use a range of strategies to support and sustain a conversation and discussion successfully, contributing regularly • Use a range of simple language patterns accurately and use different tenses • Use appropriate tone, pronunciation and clear intonation.
17 – 24 Band 3	<ul style="list-style-type: none"> • Communicate and interact with a little spontaneity and with some confidence, giving information, expressing and justifying opinion fairly fully • Use of strategies to support and sustain a conversation and discussion, making contributions. • Use simple language patterns accurately and some variation of tense • Use appropriate tone, pronunciation and fairly clear intonation.
9 – 16 Band 2	<ul style="list-style-type: none"> • Communicate and interact with a little encouragement, giving a little information, expressing and justifying some opinion quite clearly • Use some strategies to support and sustain a conversation and discussion, making some contributions • Use simple language patterns quite accurately and an occasional variation of tense • Pronunciation of the majority of words is clear
1 – 8 Band 1	<ul style="list-style-type: none"> • Respond to direct encouragement by giving occasional pieces of information and some opinion. • Use an occasional strategy to support and sustain a conversation, making an occasional contribution • Use simple language patterns fairly accurately • Pronunciation of the majority of words is fairly clear
0	<ul style="list-style-type: none"> • Inappropriate or no response. The required information is not communicated at all.

Cyfres Mehefin 2025

June 2025 Series

Enw'r Ganolfan <i>Name of Centre</i>	Rhif y Ganolfan <i>Centre Number</i>
	68

Blaen lythrennau'athro/athrawes <i>Teacher's initials</i>	Rhif Arholiad yr Ymgeisydd <i>Candidate's Examination No.</i>	Enw/Enwau a Chyfenw'r Ymgeisydd <i>Candidate's Name/Names and Surname</i> Yn nhrefn teilyngdod fesul grŵp i adlewyrchu'r drefn a welir ar IAMIS <i>In order of merit per group to reflect the order seen on IAMIS</i> PÂR/GRŴP YN Y SAMPL – Rhaid cynnwys pob ymgeisydd o fewn y grŵp <i>PAIR/GROUP IN THE SAMPLE – You must include every candidate within the group</i> PRIF LYTHRENNAU - BLOCK CAPITALS	TASG GRŴP 50 (40 + 10)		
			Canolfan		
			Siarad	Gwrando	Cyfanswm

Mae'r marciau a ddyfarnwyd wedi'u safoni o fewn y ganolfan hon.

The marks awarded have been internally standardised at this centre.

Pennaeth y Gymraeg <i>Head of Welsh</i>	Dyddiad <i>Date</i>	Safonwr <i>Moderated by</i>
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Useful vocabulary

Unit 1

1. **Preparation sheet**– this is the sheet that the Examinations Officer will download from Portal (secure website) on the afternoon before the examination. The candidate will fill this whilst watching the DVD. This sheet will be uploaded on to *IAMIS Upload* for each candidate identified in the sample.
2. **Teacher's copy** – this document will contain a transcript of the DVD.

Unit 2

1. **Teacher's copy** – this document will contain questions which can be of assistance to steer the discussion.

General

1. **Portal (secure website)** – this is where the Examinations Officer will download the preparation sheets for Unit 1. You will also need access to *IAMIS (Internal Assessment Mark Input Screen)* from the secure website.
2. ***IAMIS (Internal Assessment Mark Input Screen)*** – here is where you will input the total marks for each candidate for Unit 1 and Unit 2 **and upload the work**. *IAMIS* will generate the names in the sample.
3. ***IAMIS Upload*** – this is the system you will use to upload and save the sample candidates' work to be moderated.

[Surpass website](#)

Further/General Information

Reader/Scribes

A document containing information about what readers and scribes can/cannot do will be sent to centres with the question papers Unit 3 and Unit 4.

The examinations officer will be able to open this document immediately but only be able to provide the document to the reader/scribe prior to the examination.

Special Requirements

If you think it is necessary to apply for special requirements for a candidate, please visit our website. Information on what you should do is here.

[Special Requirements \(WJEC.co.uk\)](http://WJEC.co.uk)

Unit 1:

There will be DVDs with sub-titles and also voiceovers available in the 2025 series. Centres will need to contact the Special Requirements section in WJEC by 21 February to ensure that the correct versions are sent to you. (SpecialRequirements@wjec.co.uk); 1A/1B, 2A/2B, 3A/3B will be adapted for 2025.

Preparation time for candidates eligible for extra time

Here are suggested guidelines regarding how to schedule speaking and listening assessments for candidates who have extra time who are working in groups of candidates without access to extra time. These suggested guidelines have been confirmed by our special requirements officer at WJEC.

Unit 1:

The extra time is only allocated to those who have access to extra time for the **preparation time only and not for the assessment**.

Groups get 10 minutes preparation time which includes watching the DVD twice (4 minutes) and the remaining time is for the candidates to fill in their grids/discuss who will say what before moving to the examination room.

Candidates with extra time receive longer than the 10 minutes.

They could watch the DVD on their own for the first viewing and have their allocated extra time and then join the rest of the group to watch the second viewing and have time to discuss with the group before moving on to the examination room.

Unit 2:

The **teacher chooses** one paper/theme to discuss from the option of 3.

The two candidates remain in the preparation room (without the paper). **These candidates will need to be supervised.**

The candidate with extra time is taken to another preparation room (with an invigilator) with the paper for his/her allocated extra time to study the stimulus/make notes.

After the allocated extra time, this candidate joins the other two candidates (paper is given to them) and the three get 10 minutes preparation time before they enter the examination room.

Hearing impaired candidates

Candidates with hearing impairment have two options in Unit 1:

1. They can watch the adapted DVD with subtitles **or**
2. They can have live speakers who would read the transcripts **twice** (which are sent to centres in the Teacher's Copy/Pack with the DVDs).

Unit 2 2025

The formatting of the 2025 Unit 2 papers will be different than usual. Below is an example of a Unit 2 past paper (Example 1) followed by the same paper using the new format (Example 2) that will be used with the 2025 papers. The formatting will be the only change. This will not be one of the 2025 papers.

Past paper Example 1 (old formatting)

Ysgol – Gormod o bwysau?

Roeddwn i'n mwynhau'r ysgol ym mlwyddyn saith, wyth a naw. Ond nawr - blwyddyn deg pwysau a straen. Pawb yn siarad am arholiadau drwy'r amser!
Sally

Rydw i'n dwlu ar yr ysgol. Mae gen i lawer o ffrindiau a rydw i eisïau gwneud yn dda yn yr arholiadau. Dw i'n rhedeg, nofio a chwarae rygbi pob wythnos er mwyn delio gyda'r pwysau gwaith. John

Roeddwn i eisïau astudio drama TGAU ond dydy'n hysgol ni ddim yn cynnig drama. Wil

Mae gormod o glybiau. Pa un ddylwn i ddewis?! ??

Sut wyt ti'n ymlacio?

Pwysau ar bobl ifanc

15%	15%
5%	65%

■ Rhieni ■ Ysgol
■ Gwaith rhan amser ■ Ffrindiau

• i edrych yn smart
• i beidio bod yn wahanol
• i ymddwyn
• i ddilyn rheolau : dim ysmegu dim ffôn dim colour

Does dim amser i fwynhau'r ysgol - does dim ond gwaith a mwy o waith!

Straen! Siarad Rhannu

meddwl.org
Amser i siarad

Past paper Example 2 (new formatting)

YSGOL - GORMOD O BWYSAU?

Roeddwn i'n mwynhau'r ysgol ym mlwyddyn saith, wyth a naw. Ond nawr - blwyddyn deg pwysau a straen. Pawb yn siarad am arholiadau drwy'r amser!
SALLY

Rydw i'n dwlu ar yr ysgol. Mae gen i lawer o ffrindiau a rydw i eisïau gwneud yn dda yn yr arholiadau. Dw i'n rhedeg, nofio a chwarae rygbi pob wythnos er mwyn delio gyda'r pwysau gwaith.
JOHN

Roeddwn i eisïau astudio drama TGAU ond dydy'n hysgol ni ddim yn cynnig drama.
WIL

Mae gormod o glybiau. Pa un ddylwn i ddewis?! ??

Sut wyt ti'n ymlacio?

Pwysau ar bobl ifanc

15% Ffrindiau	15% Rhieni
5% Gwaith rhan amser	65% Ysgol

• i edrych yn smart
• i beidio bod yn wahanol
• i ymddwyn
• i ddilyn rheolau : dim ysmegu dim ffôn dim colour

Does dim amser i fwynhau'r ysgol - does dim ond gwaith a mwy o waith!

Straen! Rhannu Siarad