

To: Principals of Centres Entering for GCSE/GCE Digital Technology and GCE Software Systems Development

For circulation to: Examinations Officer and Head of Digital Technology/
Software Systems Development Departments

GCSE/GCE Digital Technology + GCE SSD – Submission of Files to CCEA

Further to previous communication, CCEA intends to use eSubmission for the upload of GCE and GCSE Digital Technology, and GCE Software Systems Development samples in 2022. This will replace the collection of physical work from centres. Teachers should note the following:

- Centres will be required to upload work for a sample of candidates. This sample will be generated following submission of marks to CCEA, and available in the eCandidate Record Sheet application;
- Samples will be generated from 9am on 6th April for those centres which have submitted marks before that time. After this, samples will appear immediately upon submission of marks. The eCRS deadline is Tuesday 3rd May at 5pm;
- Teachers will not be able to change marks themselves after submission and should contact CCEA if they need to do so;
- The generated sample will also appear in eSubmission the day after marks are submitted, to allow files to be uploaded for these candidates;
- Users registered to the eCRS application will also have access to eSubmission;
- Centres will be able to upload files for sampled candidates until 5pm on 6th May;
- All materials being uploaded must be saved in a Zip file for each sampled candidate. These files must be named using a specific structure to allow upload, as shown below:

Unit	Description	Required Structure	Example
ADT21	A2 Digital Technology Unit 2	Component-Centre-Candidate	ADT21-71000-1111
ADV21	A2 Software Systems Unit 2		ADV21-71000-2222
SDV21	AS Software Systems Unit 2		SDV21-71000-3333
GDG31	GCSE Digital Technology Unit 3		GDG31-71000-4444
GDG51	GCSE Digital Technology Unit 5		GDG51-71000-5555

Examination Officers have been informed about components using eSubmission at recent seminars. There will also be detailed user instructions issued to teachers in advance of the summer series, as well as updates to the Digital Technology and Software Systems areas of the CCEA website.

If you have any queries regarding the content of this circular please email:

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