

Circular S/IF/08/22

February 2022

To: Principals of Centres Entering for GCE English Literature

For circulation to: Examinations Officer and Head of English Department

GCE English Literature Unit 3 – Submissions of Files to CCEA

Further to previous communication, CCEA intends to use its eSubmission application for the upload of A2 English Literature Unit 3 (AEL31) samples in 2022. This will replace the collection of physical samples from centres. Teachers should note the following key points:

- 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 for AEL31 will also have access to eSubmission for this unit;
- Centres will be able to upload files for sampled candidates until 5pm on 6th May;
- All work being uploaded must be saved in either PDF or Word file format.

Files must be named using a specific 'Component-Centre-Candidate' structure to facilitate upload, for example 'AEL31-71000-1111'.

Centres should also note that GCSE English Language Unit 3 (GEN31) and GCSE English Literature Unit 3 (GEL31) are also being sampled based on marks submitted. The dates noted above for eCRS submission and sample generation also apply to these units. However, samples will continue to be provided hardcopy for GEN31 and GEL31, and should be ready for collection on 6th May.

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 GCE English Literature area of the CCEA website.

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

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