

Circular S/IF/14/24

January 2024

To: The Principals of Post-primary Schools and Directors of Further and Higher Education

For circulation to: Teachers of GCE Professional Business Services

GCE Professional Business Services

A2 Format Change for Summer 2024 onwards: Unit 2 APB21

For Summer 2024 and onwards, the GCE Professional Business Services A2 Unit 2 (APB21) examination papers will be marked online and candidates will have to provide their responses in a question-and-answer booklet. In previous series, candidates had to use an answer booklet, separate from the question paper.

This change brings the A2 Unit 2 into line with all the other AS and A2 Units which are already marked online, for example: [A2 1 Technology in Business Summer 2023](#)

The changes candidates must adhere to are outlined below:

- There will be lines provided below the question for each candidate response. Whilst there should be sufficient space in the booklets for candidates to set out their responses to each question, they should ask for more paper when required.
- Each page will have a boxed area that contains the question and response space. Candidates must not write outside the boxed area on any page as this will not be copied when scanned for marking.
- Candidates must not write on the blank pages as these will not be scanned.
- The mark tariff will be indicated at the end of each question.

Please ensure all candidates are aware of the above.

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

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