

# **Use of eCandidate Record Sheets Entry Level Qualifications: Art & Design**

**March 2020**

# Background



- eCandidate Record Sheets (eCRS) have been used increasingly for GCSE/GCE components since 2009;
- Work ongoing since 2017 to implement use of eCRS and E-Moderation in Occupational Studies (OS);
- As of summer 2019 series, all GCSE/GCE/OS coursework & controlled assessments use eCRS;
- In March 2020 series, all ELQ units will use eCRS for the first time; moderation will not be affected.

# Process Overview

---



The Examinations Officer registers a lead teacher for each entered unit. (Additional teachers can be registered).

The registered lead teachers will have access to the eCRS application to:

- Record and submit level achieved for each unit to CCEA.
- Confirm Internal Standardisation has been carried out.
- Confirm authentication signatures have been obtained and retained for all teachers/tutors and candidates.

# Process Differences



Old Process	New Process
Centres submit entries	No Change
Centres complete hardcopy candidates record sheets (6 units on same form)	<b>No longer required. Teachers complete candidate record sheets electronically for each unit</b>
Candidates/tutors sign hardcopy record sheets (6 units on same form)	<b>No longer required. Candidates/tutors sign authentication statements downloaded for each unit within the eCRS. The hardcopy is retained in the centre</b>
TAC2 form – Internal Standardisation details completed on manual form	<b>No longer required. Confirmation within application that Internal Standardisation has been carried out</b>
Sampling instructions (within Instructions booklet)	No Change
TAC1 OMR – record total marks for candidates	<b>No longer required. Marks submitted via eCRS application. Rank order printout of centre marks to be available for each unit.</b>
Teacher Learner Tracking Record for each candidate and each unit to be available	No Change
Candidate record sheets for sampled candidates displayed with the work	<b>No longer required. Teacher Learner Tracking Record to be displayed for each sampled candidate and attached to each unit.</b>
Candidate record sheets for non-sampled candidates to be available	<b>Teacher Learner Tracking Record for remaining candidates to be available for each unit.</b>
TAC6 Report sent to centres	No Change

# Next Steps

---



- Operations Modernisation contacting centres new to using eCRS to offer support.
- Examinations Officers receiving more information at EO seminars in November/December.
- Communications issued to registered users.
- Further information will be available on microsites, including FAQs document.
- Instructions to Teachers will be updated with changes.
- Further support provided by contacting Moderation or Operations Modernisation team.