

## Accessing the Entry Level English Reading Tasks

These tasks have been made available through the secure OCR Interchange service so that they are accessible only to centres.

Step 1: access OCR Interchange at the following address: <https://interchange.ocr.org.uk>

Step 2: enter your login details.

### Login

**Login ID:**  **(for centre users this will be your centre number)**

**Username:**

**Password:**  **(case sensitive)**

[Forgotten your password?](#)

There is a link on the Interchange login screen for centres new to the service. Ask your examinations officer if you are unsure if your centre is registered.

Step 3: Move the cursor over “Coursework and tests” and then click on “Entry level tasks”  
 (Depending on your role in the centre, other options may be available from those shown below.)

NB you will also notice the link for OCR Active Results is in this area.

The screenshot shows the OCR Interchange website interface. At the top, the logo reads "OCR interchange" with the tagline "RECOGNISING ACHIEVEMENT". Below the logo, a breadcrumb trail indicates "You are here: Home » Entry level tasks".

The main content area is titled "Welcome to Interchange" and features a section for "Upcoming deadlines". A prominent date, "21 November", is highlighted as the "Last date for withdrawal of entries with refund of entry fees for January".

On the left side, there are two vertical navigation menus:

- By task:**
  - Candidates
  - Entries
  - Coursework and tests** (highlighted)
  - e-Assessment
  - Certification claims
  - Results
  - Post results
  - Centre information
  - Assessors
  - Search
  - Resources and materials
  - Admin
- By qualification:**
  - GCE, GCSE, Cambridge Nationals...
  - OCR Nationals
  - Cambridge Technicals
  - QCF
  - Functional Skills
  - Skills for Life
  - NVQ
  - Vocationally related
  - CLAIT & ITQ

On the right side, there is a "Support material" menu with the following items:

- Controlled assessment materials
- Science Co-ordinator materials
- Text Processing recall material
- Certificate in Admin
- Administration (Business Professional)
- OCR-set tasks: Adult Numeracy
- Exercise and Fitness unit tests
- Creative iMedia
- Entry level tasks** (highlighted)
- Bookkeeping and Accounting

Below the "Support material" menu are sections for "Tests" (Key Skills test invoices) and "Moderation" (OCR Repository).

Text on the right side of the page includes: "tory", "ting files loaded by centres onto the OCR Re", "se series, please make arrangements to mc", "t recent two series in archive on the Reposit", and "s, we value your feedback and would apprec".

A specific link is highlighted in a box: "Download entry level tasks for Entry Level materials from".

Step 4: Scroll down and click on the tab "Other subjects, starting September 2010."

A series of ZIP files are listed under the English heading, each of which contains a different task and its mark scheme. The files can then be opened and/or saved locally.

**Other subjects, starting September 2010** [Less detail ▲](#)

**Business Studies**

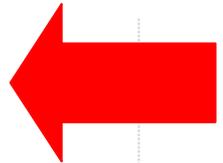
-  [R343 Test 1 Set A](#) (PDF 1MB)
-  [R343 Test 1 Set A MS](#) (PDF 168KB)
-  [R343 Test 1 Set B](#) (PDF 795KB)
-  [R343 Test 1 Set B MS](#) (PDF 169KB)
-  [R343 Test 2 Set A](#) (PDF 661KB)
-  [R343 Test 2 Set A MS](#) (PDF 133KB)

-  [R343 Test 2 Set B](#) (PDF 656KB)
-  [R343 Test 2 Set B MS](#) (PDF 156KB)
-  [R343 Coursework Set A](#) (PDF 133KB)
-  [R343 Coursework Set A MS](#) (PDF 103KB)
-  [R343 Coursework Set B](#) (PDF 267KB)
-  [R343 Coursework Set B MS](#) (PDF 138KB)

**English**

-  [R392/02 Task 1](#) (ZIP 268KB)
-  [R392/02 Task 2](#) (ZIP 269KB)
-  [R392/02 Task 3](#) (ZIP 268KB)

-  [R392/02 Task 4](#) (ZIP 268KB)
-  [R392/02 Task 5](#) (ZIP 269KB)
-  [R392/02 Task 6](#) (ZIP 268KB)



**French**

-  [Please read](#) (PDF 13KB)
-  [R399 Fr List T1](#) (ZIP 4MB)
-  [R399 Fr List T2](#) (ZIP 4MB)
-  [R399 Fr List T3](#) (ZIP 4MB)

-  [R399 Fr Spk T1](#) (ZIP 101KB)
-  [R399 Fr Spk T2](#) (ZIP 96KB)
-  [R399 Fr Spk T3](#) (ZIP 103KB)
-  [R399 Fr Spk T4](#) (ZIP 140KB)