

INSTRUCTIONS FOR COMPLETION

Internal assessors must:

- 1) be thoroughly familiar with **and** mark to the generic assessment criteria and guidance given in the appropriate sections of the specification, the activity specific criteria and guidance available in the *Teacher's Handbook* and the General Coursework Regulations found in the *OCR Admin Guide*.
- 2) comply with the specifications' rubric concerning both the combination of activities and the combination of roles.
- 3) list the candidates in candidate number order which will allow ease of transfer of marks to.
- 4) carry out internal moderation to ensure that the total mark awarded to each candidate reflects a single, valid and reliable order of merit for each activity.
- 5) carry out internal standardisation of all marks to ensure that each activity has been assessed as if it had been assessed by the same internal assessor.

When completing this form, internal assessors must:

- 1) enter the four practical marks for each activity in the appropriate columns (C, E, G, I) along with the activity codes (D, F, H, J).
- 2) Add the four marks (in columns C, E, G, I) together to give the **total** for column K. Divide this by **4** to give the **total** for column L.
- 3) enter the Analysing Performance mark in column M along with the relevant activity code in column N.
- 4) add the **total mark** in column M and the **Analysing Performance mark** in column N together to give the **final total** in column O.
- 5) ensure that the addition of marks is independently checked.

ACTIVITY AREAS AND CODES

Invasion, Striking, and Net, Wall and Target Games	Code	Gymnastic Activities	Code	Outdoor and Adventurous Activities	Code
Archery	AR	Figure Skating	FS	Canoeing/Kayaking	CK
Association Football*	AF	Gymnastics	GY	Hill Walking and Campcraft	HL
Badminton*	BD	Rhythmic Gymnastics	RG	Horse Riding	HR
Basketball*	BS	Trampolining	TR	Mountain Biking	MB
Boccia	BO			Orienteering	OR
Cricket*	CR	Combat Activities		Pony and Trap Driving	PT
Eton Fives*	EF	Boxing*	BX	Rock Climbing	RC
Gaelic Football*	GF	Fencing*	FE	Sailing	SA
Goalball*	GB	Judo*	JU	Skiing	SK
Golf	GO	Karate*	KR	Snowboarding	SB
Handball*	HA	Tae Kwon Do*	TK	Surfing	SU
Hockey*	HC			Wind Surfing	WS
Hurling*	HU	Dance Activities			
Ice Hockey*	IH	Required Response Dance	RD	Swimming Activities	
Lacrosse*	LA	Contemporary Dance	CD	Life Saving	LS
Netball*	NE	Aerobics	AE	Personal Survival	PS
Racketball*	RA			Swimming	SW
Roller Hockey*	RH	Athletic Activities			
Rounders*	RO	Cross Country Running	CC	Coaching/Leading – available in all activities. Add a 'c' to the end of the activity code.	c
Rugby League*	RL	Cycling	CY		
Rugby Union*	RU	Resistance Training	RT		
Softball*	SO	Rowing	RW	Officiating – available in activities marked with an asterisk (*). Add an 'o' to the end of the activity code.	o
Squash*	SQ	Track and Field Athletics	TF		
Table Tennis*	TT				
Tennis*	TE				
Volleyball*	VO				
Water Polo*	WP				