

Classical Civilisation GCSE J280/J080

OCR GCSE Unit A354

Controlled Assessment Summary Form

Please read the instructions printed overleaf before completing this form.

Centre Number			Date		Year	
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		AO1	AO2	AO3	Total
Candidate Number	Candidate Name	Max 21	Max 18	Max 21	MAX 60

INSTRUCTIONS FOR COMPLETION

Marking and Internal Moderation

- 1. Complete the information at the head of the form.
- 2. List the candidates in candidate number order.
- 3. Candidates must offer one task. It is also important that a Controlled Assessment cover sheet is attached to the candidate's task, bearing the unit code, the candidate's name and number and the name and number of the Centre. After assessment by the teacher, the mark and written comments must be inserted on the cover sheet.
- 4. Mark the Controlled Assessment of each candidate in accordance with the guidance and criteria given in the specification.
- 5. Carry out internal moderation to ensure that the total mark awarded to each candidate reflects a single, valid and reliable order of merit.
- 6. Enter the marks and total marks in the appropriate spaces.
- 7. Ensure that the addition of marks is independently checked.

GCW312 Revised March 2016 CSFA354