



Summary of use of reader/scribe for 9-1 International GCSE in English Language, specifications A and B, and English Literature (4EA1, 4EB1 & 4ET1)

This is a complicated area, with a number of different options available. For full details, please see JCQ's [access document](#). **The rules for GCSE apply equally to International GCSEs.**

The main principle is that students are rewarded for the aspects of the quality of written communication that they are responsible for. There are not a discrete number of marks which are deducted when a scribe (human or 'technological') is used.

Mark schemes are applied using the 'best fit approach'. Where a student has used a scribe, the examiner will select a level of the mark scheme using the 'best fit approach' and then make an adjustment according to the information given on the scribe front sheet.

This extract (p. 50) explains the position on the use of scribes:

'5.7.7 In subjects where quality of written communication (QWC) is being assessed or where the candidate's spelling, punctuation and grammar (SPaG) is specifically being assessed, a scribe will be allowed.

A scribe will be allowed in the written papers of the following GCSE subjects:

- GCSE English/GCSE English Language (including the Writing section);
- GCSE English Literature;
- GCSE Geography;
- GCSE History;
- and • GCSE Religious Studies.

However, where a scribe is used in an examination assessing quality of written communication or spelling, punctuation and grammar, marks can only be awarded if the candidate can demonstrate that he/she has carried out the particular skills being assessed.'

Where a scribe is used, the scribe completing the scribe front sheet specifies what the student has and has not done:

In order for the examiner to apply the mark scheme correctly please place an 'X' in the appropriate box which accurately reflects how the approved application for a scribe was used.

1. The candidate used a scribe/speech recognition technology but did not dictate spellings (letter by letter) and punctuation.
2. The candidate used a scribe/speech recognition technology and dictated punctuation.
3. The candidate used a scribe/speech recognition technology and dictated spellings letter by letter.
4. The candidate used a scribe/speech recognition technology and dictated punctuation and spellings letter by letter.
5. The candidate used a word processor with the spell check enabled (switched on).
6. The candidate used a word processor with the spell check and grammar check enabled (switched on).

Centres **must** ensure that the correct scribe front sheet is fully filled in and that it is attached to the script, so that the examiner is aware of the conditions under which the paper was completed.

Students using a scribe must be made aware of the different options and how these affect their access to marks. In most cases, students will dictate punctuation but not spelling. A student wishing to be rewarded for their punctuation and the structuring of their text must be instructed to dictate punctuation and paragraphing to their scribe.

4EA1 International GCSE in English Language, specification A

Unit	Section	Reader allowed?	Scribe allowed?	Marks allocated to areas affected by the use of a scribe/speech recognition technology or word processor	Comments
4EA1/01	Section A: Reading	No	Yes	NA	Readers may read the instructions on the front cover of the paper and then nothing else until the candidate reaches the start of Section B – Transactional Writing. Candidates are advised to spend an hour and 30 minutes on Section A, so a reader is not needed until an hour and 30 minutes into Paper 1. Section B: the reader may read the question paper instructions and the choice of 2 writing tasks.
	Section B: Transactional Writing	Yes	Yes	18 marks are allocated to AO5: 'Write clearly, using a range of vocabulary and sentence structures, with appropriate paragraphing and accurate spelling, grammar and punctuation.'	

4EA1/02	Section A: Reading	No	Yes	NA	Readers may read the instructions on the front cover of the paper and then nothing else until the candidate reaches the start of Section B – Imaginative Writing. Candidates are advised to spend 45 minutes on Section A, so a reader is not needed until 45 minutes into Paper 2. Section B: the reader may read the question paper instructions and the choice of 3 writing tasks.
	Section B: Imaginative Writing	Yes	Yes	12 marks are allocated to AO5: 'Write clearly, using a range of vocabulary and sentence structures, with appropriate paragraphing and accurate spelling, grammar and punctuation.'	

4EB1 International GCSE in English Language, specification B

Unit	Section	Reader allowed?	Scribe allowed?	Marks allocated to areas affected by the use of a scribe/speech recognition technology or word processor	Comments
4EB1/01	Section A: Reading	No	Yes	NA	Readers may read the instructions on the front cover of the paper and then nothing else until the candidate reaches the start of Section C – Writing. Candidates are advised to spend an hour on Section A and an hour on Section B, so a reader is not needed until two hours into the paper when the candidate reaches the start of Section C. Section C: the reader may read the question paper instructions and the choice of 3 writing tasks.
	Section B: Reading and Writing	No	Yes	8 marks are allocated to AO5: 'Write clearly, using a range of vocabulary and sentence structures, with appropriate paragraphing and accurate spelling, grammar and punctuation.'	
	Section C: Writing	Yes	Yes	10 marks are allocated to AO5: 'Write clearly, using a range of vocabulary and sentence structures, with appropriate paragraphing and accurate spelling, grammar and punctuation.'	

4ET1 International GCSE in English Literature

Unit	Section	Reader allowed?	Scribe allowed?	Marks allocated to areas affected by the use of a scribe/speech recognition technology or word processor	Comments
4ET1/01	Section A: Unseen Poetry	Yes	Yes	NA	Quality of written communication is not assessed on 4ET1. Students are not assessed for 'reading' so readers are allowed.
	Section B: Anthology Poetry	Yes	Yes	NA	
	Section C: Modern Prose	Yes	Yes	NA	
4ET1/02	Section A: Modern Drama	Yes	Yes	NA	
	Section B: Literary Heritage Texts	Yes	Yes	NA	

Last updated 7.2.18