The process behind accurate coursework results



How do we ensure the quality of coursework moderation?

We take our responsibility to issue the correct results first time very seriously. Quality assurance procedures are in place throughout every stage of the coursework cycle, from the recruitment and training of moderator through to the issuing of certificates. The information here summarises this process for General Qualifications.

Before moderation begins we make sure that we have the right number of moderators, with the required knowledge and skills to moderate.

After coursework has been submitted our moderators are trained using real student responses. They have to prove that they are able to moderate accurately and write a feedback report for each centre that comments, appropriately, on the standard of work.

While moderators are moderating senior moderators check to make sure that their work is accurate and consistent. Moderators have to send samples of their work to a senior moderator at regular intervals. If there are concerns about a moderator's work, we'll stop them and reassign their work to another, reliable, moderator. This includes any coursework that they have already moderated.

Once moderating is complete our senior moderators work with senior examiners and us to set grade boundaries for the coursework component. rnally agreed order of merit is agreed. We do this by looking at a range of evidence, including work produced during the current and previous years, statistical data and the standard outlined in the specification. This is combined with the grade boundaries set on the written papers, and a qualification grade for each candidate is determined. We also run additional checks at this point to ensure that all

Once results have been issued we provide post-results services. Teachers can, for example, request a re-moderation of their students' coursework and a senior moderator will undertake this. These services are designed to provide further reassurance that work has been correctly moderated.

our processes have worked as expected.

me. They annotate each assignment, show re they perceive specific levels to have be ned and they write a summative comment a ed their decision for an overall level and

> ework, they are assessing the way in ι s have applied our published mark sche ditional information helps to ensure that

ore than one coursework programme? More than one

ation process is accurate.

andidates from a centre are entered as a single col deration affects the whole cohort, regardless of the rsework programme a student has followed, or who arked the work. It is, therefore, essential that centres in s position undertake internal standardisation, so that ar

Teachers submit marks to us, usually, bef

thers submit a pre-selected sample of course their designated moderator, usually, before 1

• • • • PEARSON SUBJECT ASSESSMENT TEAMS

tes whose work is to be sen

otify each centre of the name ar ress of their designated mode

·· ALL MODERATORS

plication: applicants must meet strict criteria in der to be appointed as a moderator. The applic ist have a degree, a teaching qualification and a mum of one full academic year of experience nce qualifying as a teacher, in the qualification and pject for which they have applied.

References: we require two references in support y application. Referees must hold a more senior sition than the applicant.

> New moderator training: all new moderators are en training and detailed guidance documents overing general moderation procedures, as well s subject specific training, before they're offered a

PRE-STANDARDISATION

rincipal Moderator can train them on how the mark scheme should have been applied by teachers. This provides them with the opportunity to discuss marking standards, as exemplified by

documentation. They will only contact a centre at this stage if something is missing. amiliarise themselves with some of their

coursework samples in order to understand the standard of marking applied by the centres for which they are responsible, and so that any issues they have found can be raised at standardisation.

CHECKING AND FAMILIARISATION

Check that they have received all the coursework

allocated to them, together with all the necessary

Before standardisation, all moderators are required to:

and the Chair of Examiners.

evelopment programme: moderators who wou

e to progress to more senior roles are given th

ogramme, which prepares them for the addition

ortunity to take part in a development

SENIOR MODERATORS

Full recruitment process: potential applicants are

interviewed by our assessment and operations teams

revious performance: if the moderator ha moderated for us before. we'll check their revious performance before offering them

entoring programme: newly appointed enior moderators are assigned an experienced senior moderator as a mento

> The Principal Moderator will select coursework at points in the mark scheme. This is to ensure that moderators see a wide range of student

SELECTION OF TRAINING MATERIALS

efore standardisation: senior moderators meet, so that the

he coursework that will be used to standardise all moderators

STANDARDISATION

At standardisation: all moderators are trained on how the mark scheme should have been applied, how to spot problems where teachers have not applied it appropriately and the course of action that should be taken, should this occur. Training also includes writing appropriate centre feedback reports.

POST-STANDARDISATION

sent. moderators will contact the centre and ask for more are being made on the sample, and applied to the work of al andidates, are fair.

ADIUSTING CENTRE MARKS

There will be occasions where moderators detect that teachers have misapplied the mark scheme. They may, for example, have been marki erratically or marking too generously. We take this extremely seriously and do not adjust a centre's marks without first undertaking a series of checks. If we do agree that marks should be adjusted, this is done

Within 24 hours of the standardisation meeting: all moderato

submit a sample of their work to a senior moderator who provides feedback. If the moderator is moderating accurately, they will be allowed to continue and submit their moderated marks to us online. If their work isn't accurate, the senior moderator will ask for a further sample. No moderated mark can be submitted to us until a moderator has demonstrated

marking accurately and consistently.

to a senior moderator that they are able to assess teachers'

MEETINGS TO REVIEW QUALITY OF MODERATING

consistently across entire cohorts.

fur assessment and operations teams regularly review reports from senior moderators on the accuracy of the moderation process. Issues raised by the senior moderating team will be resolved at these meetings.

SAMPLING

in order to ensure moderators are continuing to moderate accurately and consistently. Any problems identified during sampling can result in

Senior moderators request samples of coursework at regular intervals

BEYOND THE SAMPLE

they have any concerns about the sample they have been work to be sent to them. This is to ensure that decisions that

fidence that our processes have worked as expected.

MARK REVIEW

RE-TRAINING FOR ENQUIRIES ABOUT RESULTS

Senior moderators who will be completing a review of re-moderation this by moderating coursework previously moderated by the Principal 10derator, in order to ensure that they are still applying the correct

GRADING OF ALL MODERATORS

All moderators are graded and given feedback on their work by the senior moderator to whom they were responsible. This helps us etermine whether or not a moderator can work with us in future

CHECKING CENTRE FEEDBACK REPORTS

The senior moderators check every centre feedback report before they are released, and ensure that any changes requested are implemented

AWARDING

determine grade boundaries for all components. We do this by ooking at a range of evidence, including work produced during the urrent and previous years, statistical data and the standard outline in the specification.

We work with senior moderators and senior examiners to

assessment teams run further checks to give us extra us to review the work conducted by the same moderator at other centres.

ONCE RESULTS HAVE BEEN ISSUED

REVIEW OF TRENDS IN FNOUIRIES ABOUT RESULTS

We take moderation reviews that result in a mark change very seriously and

REVIEW OF ENQUIRIES ABOUT RESULTS REQUESTS

the volume and investigate any trends.

s Enquiry about Results requests come in, we monitor

For further information, please visit:

qualifications.pearson.com/qualityassurance

qualifications.pearson.com/contactus

ALL CENTRES '