

To: SQA Coordinators
Secondary Schools and Further Education Colleges

Cc: SCIS
SQA Customer Support Managers
Directors of Education
HMIE

Action by Recipient
Response required
✓ Note and pass on
None — update/information only

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Dear Colleague

March National Qualifications — Art and Design; Higher Photography Update

The contents of this update provide information and advice to centres in relation to National Qualifications in Art and Design, and should be passed to the members of staff responsible for this subject.

This Update contains information about:

- 1 Art and Design Practical Assessment
- 2 Return of Artwork Requests
- 3 Art and Design Appeals
- 4 Higher Photography Understanding Standards Event
- 5 National Qualifications Support Teams (NQSTs)
- 6 Understanding Standards Website
- 7 Exemplification – SQA Secure Website
- 8 Advanced Higher Art and Design
- 9 National Qualifications Group Awards

1 Art and Design Practical Assessment

Mannequins

It has become increasingly common for centres/candidates to submit their fashion/costume designs displayed on mannequins. We are very short of storage space at the marking venue and so, whilst we appreciate the aesthetic quality of seeing a Design hanging on a mannequin, we are unable to sustain this increase and

would strongly advise centres to reconsider sending mannequins as part of their candidates' Design folios.

Instead, we suggest that centres send photographs of candidates' final outcomes either being modelled or displayed on a mannequin and submit the final design packaged appropriately.

Art and Design Practical Assessment Webpage

A new webpage has been developed to centralise the information and paperwork which SQA issues to Centres each year to assist with the submissions of Art and Design Practical Folios, and Higher Photography. This webpage is linked to the NQ Art and Design pages on SQA's website. <http://www.sqa.org.uk/sqa/48317.html>

2 Return of Artwork Requests

Two-dimensional and three-dimensional coursework may be returned to the centre or candidate on request. The request form and the table of charges are available on SQA's website www.sqa.org.uk/returnofmaterial. Please note the charging scale applies per subject/level. A separate charge will have to be met for the return of three-dimensional work. Where both two-dimensional and three-dimensional work is requested, both charges will have to be met.

Submission of fragile three-dimensional work to SQA in either the Expressive or Design folios is entirely at the discretion of the candidate/centre. SQA will endeavour to return submissions in their original condition; however we are unable to guarantee this due to the large volume of work involved in the marking process.

Items are handled and moved on a number of occasions, therefore if it is critical that a candidate's 3D work remains in its original condition, we recommend that a photograph (or series of photographs) is submitted in its place.

Due to the large volume of artwork received, SQA's Events Servicing team is unable to guarantee that work will be returned in its original packaging, therefore suggest that the packaging used should not be of a decorative or valuable nature.

Requests for the return of folios must be submitted to SQA by Friday 28 September 2012. If you wish to be invoiced, please email your request to events.servicing@sqa.org.uk. However, a crossed cheque made payable to 'Scottish Qualifications Authority' can be submitted with a hard copy of the form.

Please note that requests received after Friday 28 September 2012 will not be processed.

3 Art and Design Appeals

Intermediate 2 and Higher

Centres are reminded that for Art and Design Intermediate 2 and Higher level an appeal is for the **overall Course award** therefore **evidence for the Question paper is mandatory in all cases**. It is not possible to appeal for either the *Question Paper* or the *Folio* in isolation.

Centres must ensure that when requesting an appeal for Intermediate 2 and Higher, the following is submitted:

Written evidence

- ◆ Submitting written work for evidence is mandatory in all cases and must be included even if the candidate performed at a higher level in the SQA exam than in the prelim.
- ◆ All work submitted must be marked by the Centre prior to submitting evidence.
- ◆ Written evidence would normally be a prelim and generally, those that are close to the SQA format both in standard of questions and time allocated, tend to be the more successful in achieving an upgrade.

Instrument of Assessment

- ◆ A copy of the question paper which the candidates are answering must be included.
- ◆ If using questions from past papers, these must be drawn from a minimum of three years' of sources and the years must be identified on the appropriate form.
- ◆ The standard and quality of the questions asked must have the same rigour as an SQA Question paper. A simplified question does not test the candidates to the same level of difficulty and is therefore less reliable to be considered for use as an upgrade.

Marking instructions

- ◆ It is essential that these are included with the evidence.
- ◆ The marking instructions must relate directly to the images to which the candidates have responded. Comments such as 'as per SQA marking instructions' or 10/10 – good, to 1/10 – poor, are not suitable as marking instructions.

Cut off scores

It is acceptable to tick the box which states that 'notional' cut off scores have been used:

A - 70%, B - 60%, C - 50%.

Intermediate 1

The *Folio* which is assessed externally and for which the evidence is produced over a period of time is likely to represent the candidate's best work. The generation of alternative evidence for a component assessed in this way is likely to be impractical.

Centres should submit any additional material, eg a Summary from the Art and Design Studies Unit, which is likely to strengthen the evidence already submitted.

Standard Grade

Centres are reminded that additional evidence is not mandatory for the Critical Activity component. However additional evidence is mandatory for the Expressive Activity component (eg class-work and/or prelim evidence).

Further information on Appeals is given in the Estimates, Absentees, and Assessment Appeals binder which is on the SQA website.

4 Higher Photography Understanding Standards Event

On 25 February a Higher Photography Understanding Standards Event took place in Stirling, and was attended by 80 teachers/lecturers from across the country. The event included presentations, practical workshops, and a showcase of folio work from various Higher Photography candidates. We would like to express our thanks and appreciation to the Presenters for their contribution to this important event. Feedback has been extremely positive, and presentation material from the event will be uploaded to SQA's secure website in due course. Details on how to access the secure site is provided in the **SQA Secure Site** section of this letter.

5 National Qualifications Support Teams (NQSTs)

National Qualifications Support Teams (NQSTs) have been set up to ensure the continuous improvement of SQA's National Qualifications, and to exemplify national standards.

NQSTs use subject specific, secure online forums that will include relevant SQA qualifications staff, teachers, lecturers and industry professionals. A key aim of the NQST is to monitor, evaluate and communicate issues arising from the delivery, assessment and verification of qualifications.

For further information and an Expression of Interest form please click on the link attached: <http://www.sqa.org.uk/sqa/48097.html>

6 Understanding Standards Website

The Art and Design pages on the Understanding Standards website (www.understandingstandards.org.uk) contain valuable examples of candidates' work at Standard Grade, Intermediate and Higher levels. These examples are intended to provide you with an opportunity to gain an insight into the marking process by showing you candidates' work, giving you the opportunity to test your knowledge and understanding and, ultimately, to give you a better understanding of national standards and how to apply these to your own marking. Teachers are strongly advised to access this valuable material.

New exemplification material has been added to the Understanding Standards website for Higher and Intermediate 2.

7 Exemplification – SQA Secure Website

As part of our commitment of continuing support for teachers we have exemplification on the SQA Secure Website – www.sqa.org.uk/sqasecure. SQA coordinators in centres have access to the secure website and teacher/lecturers are advised to contact their SQA Coordinator to access the material.

The 2011 Intermediate 2 and Higher Art and Design Benchmark folios (ie those used for training purposes at Central Marking) with commentaries have been uploaded and are located via the NQ Art and Design page.

8 Advanced Higher Art and Design

It was identified at central marking that some centres had not included Statements of Intent and/or Optional Units with their Advanced Higher folio submissions.

It is **essential** that centres ensure that all assessable material is included. We do not wish to disadvantage any candidate so we contact the centres concerned to give them the opportunity to send in the relevant material; but this is time consuming and can require us to arrange an additional marking session.

Information on exactly what should be submitted is outlined for each level of Art and Design in the *Notes of Information for Teachers/Lecturers for Internal and External Assessment* document, which is distributed to centres annually, and is on SQA's website: http://www.sqa.org.uk/sqa/files_ccc/ArtDesignNotesofInfo2012.doc

In addition, some centres had entered their candidates for the Design Course rather than Expressive, and vice versa; and in some cases candidates had been entered for the correct Course award, but they were entered for the wrong Units.

We make every effort to identify such errors and to inform the centres concerned in order that they can rectify them as, unless corrected, these errors will result in candidates being wrongly certificated.

A reminder of the codes for the Advanced Higher Art and Design: Expressive and Advanced Higher Art and Design: Design can be found in the Appendix.

9 National Qualifications Group Awards

National Qualification Group Awards (NQGA) is the term which encompasses National Certificates (NCs) and National Progression Awards (NPAs).

National Certificate Awards

National Certificates are designed to prepare people for employment, career development or progression to more advanced study at HNC/HND level. They also aim to develop a range of transferable knowledge including Core Skills. These certificates are aimed at 16-18 year olds or adults in full-time education and are at SCQF Levels 2-6. Each one has specific aims relating to a subject or occupational area.

We are delighted to announce that new National Certificate awards have been developed. Further information is outlined in the following paragraphs.

National Certificate in Photography at SCQF level 6

This Group Award is designed to meet the needs of candidates who wish to develop a foundation of the photographic knowledge and skills required for progression to more advanced levels of study in photography. It is also suitable for those who wish to prepare themselves for initial entry to employment within the photo-imaging sector. Candidates will have opportunities to develop vocational and employability skills relevant for posts such as an assistant photographer, photographic lab technician or retail assistant.

The Course Arrangements document for this new award is available on the NQGA Art and Design page on SQA's website:

http://www.sqa.org.uk/sqa/files_ccc/AD_NC_Photography.pdf

National Certificate in Screen Printing at SCQF level 5

This new award will act as a route to a suite of qualifications in screen printing. It has been designed to provide candidates with a unique opportunity to develop design and technical skills in a variety of creative and commercial processes for the screen printing, digital, design, and printing industries.

The Course Arrangements document for this new award is available on the NQGA Creative Industries page on SQA's website: <http://www.sqa.org.uk/sqa/45337.html>

National Certificate in Creative Printmaking with Photography at SCQF level 6

This new award is designed to provide candidates with a unique opportunity to develop both creative and technical skills in a variety of traditional and commercial printing processes for the printing, photography, and design industries. It is also designed to develop a key level of awareness and appreciation of the technical skills and creative techniques used in the various production areas, together with experience of co-operative working, presentation and exhibition techniques.

The Course Arrangements document for this new award will shortly be available on the NQGA Creative Industries page of the SQA website.

<http://www.sqa.org.uk/sqa/45337.html>

National Certificates in Computer Arts and Animation at SCQF levels 5 and 6.

These new awards are designed as feeder courses at SCQF levels 5 and 6 for Higher National programmes including:

- ◆ HN 3D Computer Animation
- ◆ HN Computer Arts and Design
- ◆ HN Filmcraft and Animation

The Course Arrangements document for these new awards will be available on the NQGA pages of SQA's website in due course.

National Certificate in Art and Design

Centres are reminded that the National Certificate in Award Art and Design (SCQF level 6) was validated in December 2008. The award is designed to meet the needs of candidates who wish to develop a foundation for progression into further study and for those who wish to enter art and design based employment. There are a wide range of optional Units at SCQF level 6 and at SCQF level 5 which gives centres flexibility of choice to meet a range of specialist articulation routes and employment purposes.

National Progression Award (NPA) in Art and Design

Centres are reminded that the National Progression Award (NPA) in Art and Design: Digital Media (SCQF levels 5 and 6) was validated in December 2008. The NPA's develop the key skills for candidates wishing to succeed in the growing digital design sector. The NPA's meet the needs of the creative industries sector by preparing candidates for further education or employment.

The NPA's provide a range of complementary digital media-based art and design skills, with a focus on the development of animation sequences, video, and web-based digital media content for art and design applications.

The level 6 NPA incorporates a creative project-based approach to learning which extends the basic practical experiential learning gained in the level 5 NPA.

Centre Approval

Centres with devolved authority are eligible to seek approval to offer National Qualifications Group Awards through their own internal approval process.

Centres without devolved authority will have to [come forward for approval](#) and should contact the Business Development Team for guidance in completing the combined CA1/SA1 form.

Assessors and verifiers must be able to meet [SQA's general requirements](#) for technical/occupational competence.

Future National Certificate developments

New National Certificates are currently in development:

- ◆ NC Jewellery at SCQF level 6
- ◆ NC Film and Television level 5 and level 6.

Future National Progression Award developments

New National Progression Awards are currently in development

- ◆ NPA Photography at SCQF levels 4 and 5

Further details will be communicated to centres, and uploaded to SQA's website when available.

I hope you find the contents of this update letter helpful. Should you require any further information regarding the content of this letter or any other matter relating to Art and Design Courses, please contact Lynn Wallwork or myself.

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Yours sincerely



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Advanced Higher Art and Design Codes

Expressive

Option 1

Advanced Higher – Expressive Enquiry with Design Activity

- C224 13 Course code
- DV3F 13 Art and Design: Expressive Enquiry
- DV38 13 Art and Design: Design Activity

Option 2

Advanced Higher – Expressive Enquiry with Visual Arts Study

- C224 13 Course code
- DV3F 13 Art and Design: Expressive Enquiry
- DV3G 13 Art and Design Studies: Visual Arts Study

Design

Option 1

Advanced Higher – Design Enquiry with Expressive Activity

- C225 13 Course code
- DV3H 13 Art and Design: Design Enquiry
- DV37 13 Art and Design: Expressive Activity

Option 2

Advanced Higher – Design Enquiry with Design Study

- C225 13 Course code
- DV3H 13 Art and Design: Design Enquiry
- DV3J 13 Art and Design Studies: Design Study