

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

### **National Qualifications — Art & Design and Photography**

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.

### **Staff Changes**

Lynn Wallwork, who has been the Qualifications Officer for Art and Design for the past 4 years has recently received a well-deserved promotion and has moved on to a new role within SQA.

I would therefore like to take this opportunity to introduce and welcome the new Qualifications Officer for Art and Design, Adele Pattison. Adele's contact details can be found at the end of this Update.

This Update contains information about:

- 1 Advanced Higher Art and Design
- 2 Art and Design Practical Assessment
- 3 Return of Artwork Requests
- 4 Art and Design Appeals
- 5 National Progression Awards in Photography
- 6 CfE Update

## 1 Advanced Higher Art and Design

Every year at Central Marking we identify centres that have 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](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 at the end of this update.

## 2 Art and Design Practical Assessment

### *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/practicalassessment>

## 3 Return of Artwork Requests

Two-dimensional and three-dimensional coursework may be returned to the centre or candidate on request. Full details, the request forms and the table of charges are available on SQA's website [www.sqa.org.uk/returnofmaterial](http://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 27 September 2013.**

*Please note that requests received after 27 September 2013 will incur a late charge. Full details of this on SQA's website: [www.sqa.org.uk/returnofmaterial](http://www.sqa.org.uk/returnofmaterial).*

## **4 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.

## **9 National Progression Awards in Photography**

The new National Progression Awards in Photography at SCQF level 4 and 5 will develop knowledge and understanding in practical photography. The Awards are aimed at those who want to explore their interest in photography and perhaps take it to a more advanced level.

The NPA Photography at SCQF level 4 will fill a gap in provision at this level and provide a foundation level of study that will reflect the personal and social development needs of the learner. The units are aimed at promoting self-confidence, self-development, and learner interests to promote positive progression routes.

The NPA Photography at SCQF level 5 will build on the foundation skills at level 4 and prepare learners to understand more advanced skills and techniques. It will promote a progression route into the new NC Photography Group Award at SCQF Level 6 or other relevant skills for work and creative digital media programmes, eg the new NC Introduction to Creative Industries Group Award at SCQF Level 5.

The Course Arrangements document can be found by clicking on the link below:

<http://www.sqa.org.uk/sqa/63341.html>

### **Why deliver this qualification?**

#### ***Centre Approval***

Centres with devolved authority are eligible to seek approval to offer the above award 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.

### 3 CfE Update

#### Advanced Higher documents published

SQA has finalised and published documents for the new Advanced Higher Courses commencing in August 2015.

<http://www.sqa.org.uk/sqa/65500.html>

#### National 4 Added Value Unit assessment

SQA has published its third release of National 4 Added Value Unit assessments. The assessments are held securely and teachers/lecturers can arrange access to them through their SQA Co-ordinator.

<http://www.sqa.org.uk/sqa/65499.html>

#### National 5 coursework information

SQA has published its third release of coursework information for non-question-paper components of the National 5 Course assessment. This has been published in two parts: *general assessment information* and *coursework assessment tasks*.

<http://www.sqa.org.uk/sqa/65495.html>

#### Unit Assessment Support for National 2 to National 5

The third Unit Assessment Support package for Units in the new National 2 to National 5 Courses is now available. The documents are held securely and teachers/lecturers can arrange access through their SQA Co-ordinator.

<http://www.sqa.org.uk/sqa/65487.html>

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 Adele Pattison or me.

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Yours sincerely



Lesley Clark  
Qualifications Manager  
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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