



**National Qualifications
Internal Assessment Report 2012**

Accounting and Finance

The purpose of this report is to provide feedback to centres on verification in National Qualifications in this subject.

National Qualifications (NQ) Awards

Titles/levels of NQ Awards verified

The following Financial Accounting component Units were externally verified at a central verification from the 20 centres verified.

Financial Accounting

DF47 10 001

DF47 10 003

DF47 11 001

DF47 11 002

DF47 11 003

DF47 12 001

DF47 12 002

DF47 12 003

DF47 13 001

General comments

In general the verifiers found that the standard of NABs submitted for verification was very good for all levels. There was clear evidence that the vast majority of centres had a clear understanding of the national standards required and applied these standards to the marking of NABs.

Course Arrangements, Unit specifications, instruments of assessment and exemplification materials

From the evidence presented by centres, it was clear that they were familiar with the Unit specifications, instruments of assessment and exemplification materials.

Evidence Requirements

In general, centres demonstrated a clear understanding of the evidence required for the calculation questions in the NABs.

However, as with previous years, there was evidence that some centres were somewhat lenient in the marking of theory. This applied at all levels. This could prove to be problematic for candidates on borderline passes.

Centres are also reminded that, when marking, the marking conventions given at the start of Section 2 of the NAB should be applied throughout. Some centres were not applying these, particularly the application of penalties for extraneous items.

Administration of assessments

All centres used SQA NABS in their assessment and generally applied the marking scheme to the appropriate standard.

Marking of calculation questions was of a good standard. However, some centres failed to apply and allow for consequentiality.

It was pleasing to note that the majority of centres submitted scripts which showed clear evidence of internal verification. This is to the centres' benefit to ensure that scripts submitted show this evidence of cross marking. It is recommended that between 10–15% of a centre's scripts should be cross-marked by centres.

Some centres' verification systems applied were extremely rigorous. The evidence submitted for candidates showed variances between the marker and the Internal Verifier, along with details of discussions on the appropriate marks to be awarded and details of agreement reached. These centres are to be commended for the rigour of their systems.

Areas of good practice

Verifiers noted the following areas of good practice during the verification procedures:

- ◆ Submission of materials for verification was clearly presented and included:
 - scripts and appropriate up-to-date NABs submitted
 - NAB solutions along with annotations for additional points accepted by centre
 - arithmetical accuracy of marking and NAB results grids completed
 - details of the verification system used by each centre
 - scripts showing evidence of clear internal verification, with use of coloured pens for remarking
- ◆ Helpful written feedback was given to candidates on problem areas within their solutions, with suggestions on how to improve their knowledge.
- ◆ Verification procedures were rigorous, with detailed records of variations in script marking and details of final agreement noted.
- ◆ Clear proof of verification being carried out was seen by the use of different coloured ink, which made it easy for verifiers to see the procedure.

Specific areas for improvement

The following points should be considered by centres in order to improve their system. Centres should:

- ◆ check that they are using the most up-to-date NAB and workbook — they should download the most recent NAB from SQA's Secure Site

- ◆ use actual marks and not ticks when marking NABs — this is the method applied in the external examinations
- ◆ ensure that they apply the marking conventions given at the beginning of the solutions section of the NABs
- ◆ give candidates full marks for a correct answer even if there is no working
- ◆ ensure that consequentiality is applied throughout marking of all NABs
- ◆ take care when marking theory. Centres could apply the following procedure: bracketing the point made by the candidate gaining the award and putting the mark beside it and not in the margin. It is suggested that candidates be given accounting definitions to learn. Alternatively the solution gaining the award could be underlined
- ◆ give details of the internal verification procedures — this should be included with the submission of materials for verification
- ◆ provide details of the procedures used for verbal re-assessment — it would be beneficial if they included details of the questions asked and written evidence of candidates' answers