

12 April 2007

To: SQA Co-ordinator
LEA
Directors of Education
Customer Accounts Managers
All centres

**For the attention of all staff responsible for the delivery of
National Qualifications in Technical Education**

Action by Recipient
Response required
Note and pass on
<input checked="" type="checkbox"/> None — update/information only

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Dear Colleague

Technical Education — update

This is to update you on current developments in Technical Education subjects, ie Craft and Design, Product Design, Graphic Communication, Practical Craft Skills and Technological Studies.

Understanding Standards website

Online materials based on actual candidate responses to question papers and design assignments are now available on the Understanding Standards website. Materials are available for Product Design and Technological Studies.

The Understanding Standards website address is:

www.understandingstandards.org.uk

Username and passwords are available from SQA Co-ordinators.

Graphic Communication

Intermediate 1 Graphic Communication

Arrangements documents, a specimen question paper, National Assessment Bank (NAB) materials and assessment exemplification material for the above Course is now ready and should be available by the end of April. The Course will be available for session 2007/08 with the first examination in summer 2008.

The Course code is C033 10 and the component Units are as follows:

Technical Graphics 1 — D171 10
Technical Graphics 2 — D172 10
Computer Graphics — D173 10

The Course Assessment will consist of a question paper lasting two hours, worth 70 marks, and a Graphic Presentation Folio, which will be internally marked and worth 30 marks. A Guidance to Assessment document for the folio has been produced. More details can be found in the Arrangements documents and the Course Assessment Specification which will be made available along with the specimen question paper.

A half day launch event is being planned for 23 May 2007.

British Standards conventions and symbols

An information sheet detailing the British Standards conventions and symbols that are required for SQA examinations is being produced and should be available for next session.

Computer Graphics Folios/Thematic Presentation submission of marks

Guidance to assessment documents and student record cards are available from the Graphic Communication page of SQA's website (www.sqa.org.uk). In future this will be the only method of distribution of these documents.

Marks for the Thematic Presentation or Computer Graphics Folio must be submitted by 26 April 2007.

Practical Craft Skills

Course projects

Course projects can now be accessed in the same way as NABs through SQA Co-ordinators. Projects currently available are:

Woodworking: Clock (Int 1 & 2), Wall Cabinet (Single Door) (Int 1), Wall Cabinet (Single Door) (Int 2)

Engineering: Bike Repair Clamp (Int 1 & 2), Wind Vane (Int 1), Wind Vane (Int 2), BBQ Stand (Int 1 & 2)

Two additional Woodworking Projects and one Electronics Project are currently being developed.

Centres wishing to use their own projects are advised to have them prior verified. Prior verification forms are available from the Practical Craft Skills page of SQA's website.

Verification

Visiting verification is now taking place. Final marks must be submitted by 9 May 2007.

Technological Studies

Application of reduction in assessment instructions

Many centres are still not applying the reduction in assessment instructions when using the NABs for Intermediate 2 and Higher Technological Studies.

The instructions were distributed to schools in an NQ Review update dated 20 August 2002 and subsequently in a subject update letter in November 2002. These are available on SQA's website.

Where the type of assessment is structured questions, assessment must be carried out on a **Unit** pass or fail basis, not Outcome by Outcome. Overall scores for the structured questions in a NAB should be aggregated and a cut-off score of 60% applied to the **total** marks obtained, rounding **down** to the student's advantage. Tests or retests must be taken exclusively from any **one** version of the NAB material, ie questions cannot be selected from across different NABs to construct a Unit test or retest.

NABs are currently being refreshed to reflect the reduction in assessment instructions and will be available for use next session.

Exemplification material

A small set of candidate responses to 'explain' type questions from the 2006 Higher Technological Studies examination has been compiled along with Principal Assessor commentaries to exemplify good practice in these types of questions. The material will be made available through SQA Co-ordinators as for NAB material.

Product Design

Responses to question papers

The Principal Assessor has asked me to remind you that marking instructions available from our website do not contain sample answers. In particular, bullet point answers do not tend to attract maximum marks in Higher Product Design.

Submission of Design Assignments/Extended Case Studies

I would like to remind you that candidates must sit the same level of Design Assignment as the question paper that they will be sitting.

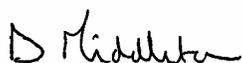
Please ensure that candidates have written their name and school on the reverse side of each page of their Design Assignment or Case Study. It is also important that pages are numbered, eg sheet 1 of 8, sheet 2 of 8, etc, up to the number of sheets being submitted. The submission date for Design Assignments and Extended Case Studies is 26 April 2007.

Return of Design Assignments

Centres wishing to request return of Design Assignments must do so by 30 September 2007. Confirmation of the deadline and costs will be sent to centres nearer the time by our Assessment Logistics department in Dalkeith.

I hope that you have found the information in this letter helpful. If you require further clarification please do not hesitate to contact me.

Yours sincerely



Derek Middleton
Qualifications Manager
Computing and Technical Education