

7 September 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
✓ None – update/information only

Contact Name: Derek Middleton at Glasgow  
Direct Line: 0845 213 5479  
E-mail: derek.middleton@sqa.org.uk

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.

**Prelims, Estimates and Appeals**

We have recently updated the *Estimates, Absentees and Assessment Appeals: Guidance on Evidence Requirements* document for 2008. A hard-copy is being issued to every centre. The update contains additional advice on split prelims in the generic section on prelims and some advice on Standard Grade. When generating Estimates and compiling evidence for Absentee consideration and Appeals, you should also refer to:

- ◆ Course Arrangements documents, which include Course Grade Descriptions
- ◆ Course Assessment specifications
- ◆ SQA question papers, including specimen question papers
- ◆ SQA marking instructions
- ◆ Principal Assessor reports, which include information on grade boundaries
- ◆ exemplification materials
- ◆ any other relevant information (eg Course reports, subject update letters)

These materials, and more, are also available on the subject pages of SQA's website ([www.sqa.org.uk](http://www.sqa.org.uk)).

## **Graphic Communication**

### *Intermediate 1 Graphic Communication*

Arrangements documents, specimen question paper, NABs and assessment exemplification material for the above Course are now available. Arrangements, specimen paper and guidance to assessment documents are available from our website ([www.sqa.org.uk](http://www.sqa.org.uk)) while NABs and exemplars are available from the secure area of our website.

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 2 hours, worth 70 marks, and a Graphic Presentation Folio, which will be internally marked and worth 30 marks. More information can be found from the Arrangements documents and the guidance to assessment document.

### *Movement between levels*

All Units are in a hierarchy with the corresponding Intermediate 2 Units and so passes in Intermediate 2 Units will count towards the Intermediate 1 Course. This will be useful for candidates who wish to move from Intermediate 2 to Intermediate 1 during the session. However, it should be noted that Technical Graphics 1 at Intermediate 1 includes an outcome on Colour Theory and candidates moving to Intermediate 1 would need to cover this before attempting the Intermediate 1 examination. Also, in all cases where candidates change level, they need to produce a Folio appropriate to the level that they are presented at and have it assessed using the criteria for that level.

### *Revisions to Intermediate 2 Graphic Communication for session 2008/2009*

Following the introduction of Intermediate 1 Graphic Communication, the Intermediate 2 Course will be revised to improve progression from the new Intermediate 1. These changes will not take effect until session 2008/2009, ie the 2009 examination. Revised Arrangements will be published by end of November 2007.

The main changes are:

- ◆ Inclusion of manual item in the Course Folio which will be renamed ‘Graphics Presentation Folio’ in line with the Intermediate 1 Folio.
- ◆ Inclusion of an Outcome on Colour Theory in Technical Graphics 1.
- ◆ Re-wording of Outcomes and Performance Criteria for clarification.
- ◆ Inclusion of detailed tables of mandatory content, again for clarification.

### *British Standards Conventions and Symbols*

An information sheet detailing the British Standards conventions and symbols that are required for SQA examinations is now available from SQA's website.

### *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. 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 24 April 2008.

## **Practical Craft Skills**

### *Course Projects*

Course Projects can now be accessed in the same way as NABs through SQA Coordinators. 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)

One additional Woodworking Project should be available by end of October 2007 with others becoming available later in the session.

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.

## **Technological Studies**

### *Standard Grade RNA – Use of data booklet*

The Grade related criteria for Credit RNA (Grades 2 and 1) require, 'In situations which may be unfamiliar', candidates to 'extract information and present it in a meaningful form' and to 'reason and apply appropriate knowledge and understanding to solve complex problems'. In particular the most able candidates are expected to use the data booklet to source appropriate formulae to solve a given problem where the problem may be unfamiliar.

### *Standard Grade Application of Technology assignments*

Two new assignments will be available from 31 October 2007. However, any of the assignments can be used provided candidates have not had previous access to them. More details on assessing the AT assignments can be found in the guidance document which is available from our website.

### *Revised NAB Assessments*

Revised versions of NAB 001 and NAB 002 are now available for Intermediate 2, Higher and Advanced Higher Units. Revised versions of NAB 003 are currently being produced.

The revised versions incorporate all reduction in assessment advice and should be used by centres from now on.

### *Practical Assessment for NQ Courses*

Exemplar practical tasks for assessment of practical activity in Intermediate 2, Higher and Advanced Higher Units are now available from the secure area of SQA's website. These can be used by centres, in conjunction with the revised NABs, to help construct appropriate assessments for the practical Outcomes of the Units.

## **Product Design**

### *Marking instructions*

Marking instructions are now available for 2007 examinations. It should be stressed that, although marking instructions contain bullet points to remind markers of the points that they should look for, candidates must write extended answers at Higher level in order to communicate their knowledge and understanding. In other words, bullet pointed answers should be discouraged at Higher level.

### *Design Assignments*

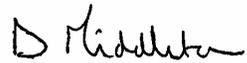
Design Assignments for the 2008 Intermediate 2 and Higher Design examinations will be issued to schools at the end of January 2008. Numbers and levels issued are based on entry figures available in December 2007 and so it is imperative that you have entered your candidates by that date. Copies will also be made available on the secure area of SQA's site.

The Design Assignment and question paper are used together to determine the Course grade. Candidates must, therefore, attempt the Design Assignment that matches the level of question paper that they will sit. It is very important that candidates attempt the correct Design Assignment as the mark for a Higher Design Assignment cannot be combined with the mark for an Intermediate 2 question paper or vice versa and

mismatched assessments may lead to a candidate scoring no marks in the Design Assignment component as it is not at the same level as the question paper.

It is also important that candidates write their name and school on each sheet of their Design Assignment. Sheets should be numbered to show the total number submitted and the sequence.

Yours sincerely

A handwritten signature in black ink that reads "D Middleton". The signature is written in a cursive style with a large, prominent initial "D".

Derek Middleton  
Qualifications Manager  
Computing and Technical Education