

PRESENTER'S NOTES

SLIDE 1

The following PowerPoint presentation will take you through the content and format of the new Scottish Qualifications Certificate (SQC) and the letter that accompanies it. The SQC for school candidates will be issued on 10 August 2004.

The certificate and letter relate to a fictitious candidate called 'Candidate Sophie'. Candidate Sophie's Scottish Qualifications Certificate shows her achievements over a two-year period — 2003 and 2004. While it would appear that Candidate Sophie has attempted six National Courses in 2004, this is a slightly unrealistic situation, as the normal subject uptake in one year is usually no more than five Courses. However, this model has been chosen to illustrate:

- ◆ Grade D award
- ◆ No Overall Course award (failed external assessment)
- ◆ No Overall Course award (failed Unit)

You will notice that the SQC and accompanying letter are printed on special-effect blue paper which has a number of built-in security features.

The SQC has a number of unique characteristics, including: a life-long record of positive achievement; continually updated to reflect new awards gained; sent to candidate's home address (for this reason it is vital that centres inform SQA of any address changes).

SLIDE 2

This letter accompanies the SQC. It shows important information, such as:

- ◆ Scottish Candidate Number (a nine-digit number which is unique to Candidate Sophie). As with all candidates, the SCN is for life and will follow Candidate Sophie throughout her future educational and training experiences with SQA.
- ◆ Certification queries contact telephone number:
 - candidates should use this number if they do not understand the content of the SQC or if they need assistance to interpret the results
 - do **not** use this number to query grades or results achieved. These enquiries should be raised directly with the centre
- ◆ No National Course Awards

SLIDE 3

This section of the letter gives information relating to:

- ◆ No Course Awards

For Higher French, Candidate Sophie was unsuccessful in her external assessment, scoring a band 8 or 9 in the exam. As a result, no Course award was possible.

SLIDE 4

This summary page shows, at a glance, all Courses achieved at the 2004 diet of SQA examinations and the grades achieved.

Candidate Sophie has achieved four Courses. The summary page lists these subjects and the grade of award achieved.

The Grade D award for Higher Physics indicates that Candidate Sophie has:

- ◆ Undertaken that level of Course and external assessment
- ◆ Achieved all the National Units for the course at that level
- ◆ Gained a band '7' in the external assessment

SLIDE 5

To re-iterate, the main features of the SQC are:

- ◆ It is a cumulative record of achievement
- ◆ Information is given in the most relevant order — the most recent first
- ◆ Qualifications are listed in order of level, starting with the highest
- ◆ Within levels, awards are listed by date of certification
- ◆ Courses at the same level are listed in order of award — highest first

The example above shows Candidate Sophie's cumulative Course record.

- ◆ Four Highers (2004)
- ◆ Six Standard Grades (2003)

The 'Ref code' is simply the 'label' each qualification has in SQA's computerised tracking system. Candidates do not need to remember it.

SLIDE 6

This page of the SQC shows:

- ◆ All National Units contributing to Course awards (English, Business Management, Mathematics and Physics).
- ◆ National Units show other Units achieved, including:
 - Two Higher French Course Units where there was no Course award because of the external assessment fail
 - Work experience — a ‘free-standing’ Unit
 - Two Higher Drama Units passed

Although Candidate Sophie has failed her Higher French Course overall, her Unit passes in French are recorded in the SQC as the SQC is a positive record of success.

The Work Experience National Unit is termed as a ‘free-standing’ Unit because it does not contribute to the National Course. However, it is possible to pass a ‘freestanding’ Unit which is part of a National Course and build on this to achieve a full National Course award in future years.

Although Candidate Sophie did not achieve a Course award for Higher Drama because she failed one of the Units, the two Units she passed are shown in the ‘National Units’ section. The Band 4 which she achieved for the Higher Drama exam is shown under the heading ‘External Assessments (not used as components of completed courses)’.

SLIDE 7

This section of the SQC lists the Elements of the Standard Grades achieved by Candidate Sophie during the 2003 diet.

It does not show the overall Standard Grade achieved, as this will have already been listed in the 'Course' section of the SQC.

It should be remembered that Standard Grade Elements are 'weighted' on a subject-basis and this affects the overall award. Standard Grades have two or three Elements. For example, Standard Grade Maths has two Elements — Knowledge & Understanding, and Reasoning & Enquiry. These are weighted equally.

Standard Grade Physics has three Elements — Knowledge & Understanding, Problem Solving and Practical Abilities. These Elements are weighted 2:2:1. In other words, Knowledge & Understanding and Problem Solving carry an equal weighting, and both are weighted heavier than Practical Abilities.

SLIDE 8

The final page of the SQC is the 'Supplementary Information' section. This contains the Core Skills profile.

The Core Skills profile is also cumulative and is updated annually on the basis of the Core Skills built into individual Course awards or free-standing Units.

In 2003, Candidate Sophie achieved Standard Grade English at Credit level. This gives the Core Skill Element 'written communication' at Intermediate 2 level. In 2004, Candidate Sophie passed her Higher English, and as a result her Core Skill Element 'written communication' was upgraded to Higher. Her SQC will therefore show, in 2004, the higher level of Core Skill achieved.

In some circumstances, not all five Core Skills will be listed on the SQC. If a Core Skill does not appear on the SQC, this is because it was not built into any of the Courses or Units studied.