

To: SQA Coordinators
Secondary Schools and Further Education Colleges

Cc: SCIS
SQA Customer Support Managers
Director of Education
HMIE

Action by Recipient	
	Response required
✓	Note and pass on
	None — update/information only

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Dear Colleague

National Qualifications — NQ Product Design

The contents of this update, which provides information and advice to centres in relation to National Qualifications in Product Design Courses at all levels, should be passed to the members of staff responsible for this subject.

This update contains information about:

- 1 Appointees
- 2 Higher Exemplification
- 3 Internal and External Assessment Reports
- 4 Development Visit and Bespoke In-Service Training
- 5 Curriculum for Excellence Update

1. Appointees

Examination Teams

We would like to express our gratitude and extend our thanks to all those who have undertaken duties in session 2011/12. We appreciate the work that all the teams carry out and look forward to continuing working with them during session 2012/13.

Markers

Marking is an extremely important, and highly valued, component of the education system in Scotland. Many teachers/lecturers carry out the role in order to further their own understanding of the examination process, and as part of their Continuous Professional Development. If you are interested in becoming a Marker for next year's diet of examinations and have either two (Intermediate 2) or three (Higher and Advanced Higher) year's teaching experience in Product Design, please complete an Appointee Application form, which can be downloaded from the Appointee Management page of SQA's website (www.sqa.org.uk/am), and return it to am@sqa.org.uk.

2. Higher Exemplification

The Design Assignments and Question Papers used for this year's marker training will be published on our secure website in December – you may find this a useful resource.

3. Internal and External Assessment Reports

These reports are available from the SQA website (www.sqa.org.uk). I recommend that you take time to read these reports as they contain useful feedback on Diet 2012. This includes information about areas in which candidates performed well, together with advice to centres regarding areas which they found more demanding.

4. Development Visit and Bespoke In-Service Training

The following options are available to centres looking for feedback/support:

Development visit

Development visits focus on internal (Unit) assessment and are charged at £100. Please contact bill.crawford@sqa.org.uk or 0345 213 6871 to arrange.

In-Service training

It is possible to request in-service training, subject to the nature of the request and the availability of resources. In most cases, the Principal Assessor or another experienced Appointee would deliver the training.

There is a charge for this service: a 3 hour session (half day) costs £494 and a six hour session (full day) costs £741.

If your centre agrees to the above costs, then the next stage is for us to liaise with the Appointee and the centre/local authority to agree the content of the training and agree on a suitable date. Please note that should any preparation material be required for the event then the duplication of material would be the responsibility of the centre/local authority.

In-Service training is bespoke therefore tailored to individual centres' needs, however, please note: that this training would **not** involve a review of the work that you submitted for external assessment in 2012 and justifying the marks awarded.

If you are interested in requesting this service, please complete a booking form via SQA's website.

5. Curriculum for Excellence Update

Unit Assessment Support

SQA has developed the first pack of Unit Assessment Support for Units in the new National Courses from National 2 to National 5. These are for assessors in schools and colleges. They are confidential documents which must be held securely. These documents are valid from August 2013.

The first pack is now available on the [SQA Secure website](#) via each school or college's SQA Coordinator. Practitioners should speak to their SQA Coordinator to access the documents.

Assessment support is designed to encourage professional judgement and to support learning and assessment that will motivate and challenge learners. The packs will help practitioners deliver and assess the new National Qualifications. Assessors may use the assessments provided in Unit Assessment Support Packs as they are, adapt/modify them, and/or use them to develop their own assessments. Further Unit Assessment Support Packs will follow at the end of February and the end of April 2013.

Specimen question papers will be published on SQA's website by the end of February 2013 and specimen Coursework will be available by 30 April 2013 following a phased release.

Further information on the Unit Assessment Support can be found on SQA's main website by using the subject drop-down menu at www.sqa.org.uk/curriculumforexcellence. Assessment support for the new Higher will be available by the end of April 2014.

Draft Unit Specifications for Advanced Highers Published

We have published Advanced Higher draft Unit Specifications. These can be accessed by using the subject drop-down menu at www.sqa.org.uk/curriculumforexcellence. You can give your feedback on these draft Advanced Higher Unit Specifications via [Have Your Say](#). Final documents for Advanced Higher will be published in April 2013.

Should you require any further information regarding the content of this letter or any other matter relating to Physical Education Courses, please contact Zoë or me using the contact details provided.

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Yours sincerely



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