



**Standard Grade 2013
Internal Assessment Report
Accounting and Finance**

The purpose of this report is to provide feedback to centres on verification in Standard Grade qualifications in this subject.

Standard Grade

Titles/levels of Standard Grade qualifications verified:

Accounting and Finance Practical Abilities — Foundation, General and Credit

General comments

Nine centres were verified this year and they continue to have a good understanding of the requirements of national standards. This is obviously helped by the fact that both the assessment instrument and marking instructions are provided by SQA.

Administration of assessments

Centres must use assessment materials provided by SQA, therefore there are no issues in respect of the level of demand. Marking instructions are also provided for centres, which they can personalise where appropriate. These should be submitted along with the evidence for verification, however three centres failed to do this.

There were some issues with the use of the SGER00 form. One centre failed to submit this form and two centres submitted incomplete forms so there was no means of checking whether the sample selected by the centre was accurate.

As in previous years, arithmetic errors resulted in all of the Not Accepted decisions. In some cases, the errors resulted from the way teachers allocated marks to scripts. Marks should be allocated to what is correct and zero to what is wrong. A mark of -1 should only be indicated if a penalty is being applied. The length of the project and the amount of work involved in assessing it is also a factor. One centre did not provide candidate worksheets which made the arithmetic check even more problematic.

Areas of good practice

Centres are continuing to provide candidates with a correct Trial Balance prior to completion of the final accounts. This practice can also be applied before calculating ratios by issuing candidates with a correct set of final accounts — this was evident in a couple of centres this year.

Specific areas for improvement

This is the last year of Standard Grade. However, centres should note the need to ensure all relevant documentation is completed correctly and submitted with the candidate sample. This will continue to be a requirement at National 5 level. Increased evidence of internal verification should also be considered.