



A Guide to SQA's Website

Getting started

Our website (www.sqa.org.uk) offers a wide range of materials and information for a variety of groups and users.

Due to the size of the site and the sheer volume of information available, it can sometimes be difficult to locate the particular item you're looking for. However, some features of the site may be able to help you.

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Site search

One of the features of our website is a custom-built search engine. This appears in the top right of the website header, and so can be found on any page.

The search engine works the same as any other search engine you will be familiar with — simply enter your search terms in the text box and press the submit button.

If you are having trouble, a help page is available. This also lists Boolean terms that can be used to help refine your search. Using double quotes (“”) is perhaps the most important, as this means an exact phrase is searched, rather than individual words.

eg:



This will search for pages that contain the words *english*, *update* and *letter*.



This will search for pages that contain the phrase *english update letter*.

Note: Double quotes should be used when searching for any terms that include a hyphen (eg *e-assessment*, *e-learning*). This is because the minus sign (-) tells the search engine to not include specific text. Searching for *e-assessment* will search pages that contain the letter *e*, but do not include the word *assessment*.

The advanced search option can be used to search within specific areas of the website.

HOME > NQ > NQ Homepage

Advanced Search

Site Section:

Search Text:

Published From

To

[Search help](#) | [Simple Search](#)

If you did not find the information you were looking for, please let us know. Contact SQA's Customer Contact Centre (e-mail: customer@sqa.org.uk, telephone: **0845 279 1000**).

Select the area of the website you want to search under using the 'Site Section' menu.

A-Z index

The website also features an A-Z index listing all the main areas and categories of information. This is available just below the search engine in the website header — and so also available on every page of the website. If the information you require isn't immediately apparent from the homepage, it will more than likely be found in the A-Z.



If there is something missing from the A-Z index that you feel should be included, please tell us about it by e-mailing web.team@sqa.org.uk.

Information for centres, learners and appointees

The website features resource pages aimed at the three main groups that use the site regularly: centres, learners and appointees.

These are not homepages of sections, as there are no specific sections for these groups within the site. Instead they list the links and resources that are most relevant to members of these groups.

If you can think of an item that you feel should be included on these pages but is not, send us an e-mail to web.team@sqa.org.uk and we will look into the suggestion.

Navigation

The navigation of our website works with three main menus that appear on each page: In this section, About and Related links.

In this section

On the left-hand menu bar of the website is the ‘In this section’ menu. This lists the main pages and areas within the section of the website that you are currently in.

About

Underneath the ‘In this section’ menu is the ‘About’ menu, listing pages that have information about the section of the website that you are currently in. It can give background information about a qualification or section, or can give details about the team of staff within SQA that deal with a particular section.

Related links

On the right-hand menu bar is the ‘Related links’ menu. This lists downloads and links that are related to the section you are currently in — but these can be situated in other areas of the site and on other sites. Links that open pages on our own website will appear as normal. Links that open pages on other websites will have internet icon: . Links that open a related file or document will have the relevant icon for the type of file the document is (eg PDF , Microsoft Word , Microsoft Excel  etc).

Qualifications

The qualifications box sits underneath the ‘Related links’ menu. This has links to the main qualifications area homepages: NQ, HN and SVQ.

As a general rule, any of the links in the left hand menu bar link within the section you are currently in. Any of the links in the right-hand menu link to other sections of our website, other websites, or to file downloads.

Subject-specific information

We have individual subject pages for the main three qualification areas (NQ, HN and SVQ), which list all materials relating to a specific subject. Select the relevant qualification area from the homepage and you will see a subject drop-down list in the left hand menu.



You are in:
**National
Qualifications**

Subjects

Select from the following:

Choose a subject area



Go

In this section

» [Exam timetable](#)

Still haven't found what you're looking for?

If you're still stuck, you can contact us at web.team@sqa.org.uk and we can offer further help and advice. We also want to hear from you if you have any feedback on the website, or have discovered a link that isn't working or information that is incorrect.

Please note that as we are currently in the process of reorganising the site, there may be links or menus that do not necessarily behave as you would expect, or some areas may not be structured in the most logical way. If you find an example of this, e-mail web.team@sqa.org.uk and we can look into the matter.