Advanced Higher Modern Languages

Portfolio

Assessment task

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| This document provides information for teachers and lecturers about the coursework component of this course in terms of the skills, knowledge and understanding that are assessed. It **must** be read in conjunction with the course specification.Valid from session 2019–20 and until further notice. |

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Contents

[Introduction 1](#_Toc13034008)

[Instructions for teachers and lecturers 2](#_Toc13034009)

[Marking instructions 5](#_Toc13034010)

[Instructions for candidates 6](#_Toc13034011)

# Introduction

This document contains instructions for teachers, lecturers and candidates, and an exemplar logbook for the Advanced Higher Modern Languages portfolio. It must be read in conjunction with the course specification.

This portfolio has 30 marks out of a total of 200 marks available for the course assessment.

This is one of four course assessment components. The other components are a reading and translation question paper, a listening and discursive writing question paper, and a performance—talking.

Candidates produce one piece of writing of 1,200–1,500 words in English (excluding quotes and bibliography) based on their research into literature, media or language in work.

The instructions for candidates can be printed and shared with candidates.

# Instructions for teachers and lecturers

This must be read in conjunction with the ‘Course assessment structure: portfolio’ section in the course specification.

#### Portfolio logbook

The portfolio involves candidates undertaking a larger amount of independent study, without close supervision, than before.

Candidates should take the initiative in the planning, researching, management and completion of the task. However, the teacher or lecturer may support candidates to choose the focus, theme and title for the essay.

Teachers or lecturers may provide candidates with a portfolio logbook, or equivalent, for organising aspects of their own work in preparation for the production of the portfolio essay. The use of a logbook, or equivalent, is not mandatory, although it may help candidates to plan and organise their work. The logbook may be helpful as a source of discussion on candidate progress between the teacher or lecturer and the candidate.

The portfolio logbook below shows how candidates may organise, for example, ideas, thoughts, sources, and intended areas of analysis. Teachers or lecturers may prefer to create their own portfolio logbook, or equivalent, to help candidates.

Note: the portfolio logbook must not be in a candidate’s portfolio submission to SQA.

#### Example of a portfolio logbook

|  |
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| Advanced Higher Modern Languages portfolio logbook |
| **Candidate name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Centre name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Literature Media Language in work (circle your chosen option)** |
| 1. **My area of focus**
 |
| State what your chosen area of focus is, what your aims and purposes are, what you are setting out to demonstrate from your analysis, and the title of your essay. |
| 1. **My sources**
 |
| List **at least two sources** in the modern language (one of these must be a written text) and any additional sources, which may be in any language. |
| 1. **My research plan**
 |
| Write down your ideas on how you will use your sources, for example analyse, compare, interview. |
| 1. **My research timescales Portfolio essay submission date: \_\_\_\_\_\_\_\_\_\_\_**
 |
| Outline your monthly targets, for example reading, meetings with your teacher or lecturer, dates for completion of draft work.  |
| 1. **My evidence**
 |
| Make a list of ideas, themes, and quotations (including page references where appropriate) from sources which are relevant to the chosen focus for analysis. |
| 1. **My analysis**
 |
| Refer to sections 1 and 5 above and record some points on what you have found, what conclusions you have come to, if you have been able to demonstrate the aim of your analysis. |
| 1. **Teacher and lecturer discussions and checkpoints**
 |
| **Date** | **Notes**  |
| >insert< | In this section you could include your notes and feedback from your teacher or lecturer.  |
|  |  |
|  |  |

# Marking instructions

The marking instructions for the Advanced Higher Modern Languages portfolio are in the course specification.

# Instructions for candidates

This assessment applies to the portfolio for Advanced Higher Modern Languages.

This portfolio has 30 marks out of a total of 200 marks available for the course assessment.

It assesses the following skills, knowledge and understanding:

* analysing literature, media or language in work within the context of the modern language

Your teacher or lecturer will let you know if there are any specific conditions for doing this assessment.

In this assessment, you have to produce an essay in English, based on your choice of research into literature, media or language in work. The portfolio essay must have an appropriate title, which reflects your chosen focus for analysis.

Your essay should be between 1,200 and 1,500 words, excluding quotations and bibliography. You must include the word count with the submitted portfolio. If the word count exceeds the maximum by more than 10%, a penalty is applied.

The lack of a bibliography also incurs a penalty; however only one penalty can be applied to a portfolio.

##### Resources

There are no upper limits on the number of resources you may use.

You do not need to refer directly to all sources consulted in your portfolio essay, but you must list them all in the accompanying bibliography which, ideally, should contain the following:

* books: last and first name of author, title of book, publisher, year of publication
* films: name of film, name of director, year of release
* articles or reports: name of author (if known), title, name of publication, country of origin, date of publication, page number(s) (if suitable)
* internet sources: name of author (if known), title of article (if applicable), full URL and date accessed

Note: the conditions outlined in the tables below, relating to sources for the portfolio,
also apply.

### Advanced Higher Modern Languages portfolio — conditions relating to sources of research and evidence

|  |
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| Literature-based portfolio |
|  | Source 1 | Source 2 |
| You must use **at least two sources** in the modern language. | This must be a written literary text, for example:* novel
* poetry
* play
* short story
 | This may be another literary text or any other relevant source of information, for example a critique or a film. If you choose a film as a second source:* it must have been produced for speakers of the target language — a dubbed version of a film originally produced in English is not appropriate
* it should be viewed in its original format, and without English subtitles
* the screenplay of that film does not count as an additional source
 |
| NotesIf you only use one source in the modern language, the maximum mark which can be awarded for the portfolio is 15 out of 30.For a literary text source:* it is important to remember that there are no restrictions on the length of a literary text — it can be anything from a single poem to a novel — but it must be written for speakers of the target language and be read in its original version
* it is not acceptable to use a source which has been translated into the target language, for example a Spanish translation of a German novel
* any additional sources may be in the target language but can also be in English

You do not need to refer directly to all sources consulted in your portfolio essay but you must list them all in the accompanying bibliography. |

### Advanced Higher Modern Languages portfolio — conditions relating to sources of research and evidence

|  |
| --- |
| Media-based portfolio |
|  | Source 1 | Source 2 |
| You must use **at least two sources** in the modern language.At least one of these must be a written text. | This must be a media text. A media text means content from: * cinema
* radio
* TV
* newspapers
* magazines
* web-based or other digital media
 | This may be another media text or any other relevant source of information, for example:* novel or critique
* newspaper article
* academic article
 |
| NotesIf you use only one source in the modern language, the maximum mark which can be awarded for the portfolio is 15 out of 30.For a media text source:* it must have been produced for speakers of the target language — a dubbed version of a film originally produced in English is not appropriate
* films should be viewed in their original format and without English subtitles
* if candidates choose a film as a source, the screenplay of that film does not count as an additional source
* any additional sources may be in the target language but can also be in English

You do not need to refer directly to all sources consulted in your portfolio essay but you must list them all in the accompanying bibliography. |

### Advanced Higher Modern Languages portfolio — conditions relating to sources of research and evidence

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| Language in work-based portfolio |
|  | Source 1 | Source 2 |
| You must use **at least two sources** in the modern language.At least one of these must be a written text. | This must be a text related to language in work, for example:* company or organisation literature
* government report
* government press release
* newspaper or academic article
 | This may be any other relevant source of information, for example: * company literature
* recorded interviews
* media sources
* journals
* business articles
* surveys
* questionnaires
* information gained from work experience
 |
| NotesIf you use only one source in the modern language, the maximum mark which can be awarded for the portfolio is 15 out of 30.You do not need to refer directly to all sources consulted in your portfolio essay but you must list them all in the accompanying bibliography. |

#### Preparation for the portfolio

* You should expect to work independently.
* You may use the portfolio logbook, or equivalent, to help you organise and record your preparation and notes for writing your portfolio essay. You do not have to use the logbook but you may find it useful. If you wish to use the logbook or equivalent online, your teacher or lecturer can help you with this.
* You produce your portfolio over a period of time. You should start at an appropriate point in the course.
* You should organise regular checkpoint and/or progress meetings with your teacher or lecturer, and you can use the logbook, or equivalent, as a basis for discussion.
* Your focus should allow you to analyse information or texts. It is not enough, for example, to simply describe a character from a novel, or retell the plot of a film, or give an account of your work experience.
* You should create a research plan for carrying out your portfolio preparation, indicating sources, research methods and timescales. The research plan should include the sources and the research methods you will use, for example:
* analysing a work of literature or media in terms of themes or characterisation
* analysing a company report, interviewing a person working in a particular field
* analysing information gained from work experience in a particular field, or from making a visit to an organisation or company
* comparing different commentaries on a work of literature or media
* analysing the impact of a social or historical context on a work of literature or media
* You should note proposed timescales for carrying out your portfolio preparation. These do not need to be detailed, but should help you manage the research process.
* You might set yourself time and/or task-based deadlines, tutorial aims, weekly or monthly aims, or any other appropriate timescales. You can negotiate these with your teacher or lecturer.
* You should select evidence from your chosen sources and analyse it as appropriate to the focus of your study. Look back at your research plan, and use it to carry out your analysis.
* Selecting relevant evidence might mean that you summarise information or ideas gathered from sources, or it might mean that you quote or make close, specific references to texts.
* To analyse your evidence you should make a number of relevant, developed points about it. These points can be about, for example:
* techniques, themes, style, information within texts or extracts from texts
* interpreting links between ideas, themes, or characters you have selected from your sources

#### Producing the portfolio essay

* you may type or handwrite your essay
* structure your essay, use paragraphs, and write in clear English
* quotes should be in the modern language and not translated into English
* you should check the accuracy of your work, including spelling
* you must ensure that evidence submitted is your own work
* you must sign the portfolio flyleaf to confirm the writing is your own work
* your centre sends your portfolio to SQA for marking. Your teacher or lecturer will let you know the deadline for this

#### Marking the portfolio essay

Your portfolio is marked in terms of three aspects:

* content: understanding, analysis
* style: use of critical terminology, quoting from sources
* organisation: coherence, structure, clarity

You may ask your teacher or lecturer to share with you the marking instructions for the portfolio. You should also note the following:

##### Content

You need to take an analytical/critical approach, using clear and relevant arguments with detailed evidence from your sources to support them. Your writing should have an appropriate and concise title and demonstrate a clear understanding of the focus you have chosen. You should avoid retelling the plot or story of your chosen literary or media sources, or simply listing facts, especially if you have chosen the language in work option. Make sure any facts you quote are correct.

##### Style

There is no specific list of terms that SQA requires for 'critical terminology'. These terms vary depending on what you are analysing, for example a novel, poem or film. For literary analysis these could include references to, for example:

* tone
* register
* first or third person narrative
* structure (division into chapters, scenes)
* rhyme patterns
* use of imagery
* metaphor and other figures of speech
* style of the writing (formal, informal, diary, stream of consciousness)
* type of language used (highly descriptive, colloquial)
* in terms of a film this could include references to imagery, effects, cinematography, or use of flashback

It is important that any evidence you quote from sources is relevant to the point, or points, you are making in your analysis. Quotations should be in the original language, clearly referenced, and carefully checked for accuracy.

##### Organisation

Make sure you have a clear structure for your essay. Firstly, there should be an introduction, explaining the purpose of your writing and how you hope to achieve this. You should then make some clear and relevant arguments which support the focus of your essay. Finally you should draw conclusions which refer back to the title and chosen focus of your writing.

Administrative information

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**History of changes**

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| **Version** | **Description of change**  | **Date** |
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Note: you are advised to check SQA’s website to ensure you are using the most up-to-date version of this document.

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