

# BUSINESS & COMMUNICATIONS SYSTEMS

## Controlled Assessment



### Investigating ICT in Business

The controlled assessment accounts for 25% of the marks. Pupils will be given the opportunity to research and prepare a task which will be completed in the classroom under controlled conditions.

### Syllabus AQA

The controlled test consists of one task which will be replaced each year and will only be available for one assessment opportunity.

### Preparation

Students will be allocated between five to eight hours for the relevant research. Collaborative work is permitted during this stage but students must produce an individual response to the tasks. Feedback to students is permitted at this time.

### Final Presentation

Students will spend between three to four hours in writing up their findings and producing the necessary document(s) or material. Additional time will be allowed for students with special assessment requirements. When completing their work, students must work independently under teacher supervision. Feedback to students is not permitted at this time.

### Extra Curricular Activities

Due to the nature and structure of this controlled test, i.e. the number of hours to be spent on it is being tightly monitored, it is not necessary nor is it possible to provide additional time for students to work on this part of the course.

### Provision for Gifted and Talented/ Differentiation

Students will be closely monitored and guided throughout all of the preparation for this controlled test. During this time the needs of all students will be met by providing appropriate feedback to students, whilst observing at all times, the Examination Board guidelines.

### Success Criteria for Coursework Assignments

- Students must meet deadlines for the preparation stage of the controlled test.
- All BCS students understand the importance of accuracy and consistent presentation when completing documentation this high standard will be expected during the preparation and completion of this test.
- Students will act upon the advice given during the period of preparation in order to improve their controlled assessment.
- Preparation will be set as homework tasks and pupils will be expected to spend the allocated time on this work.

### Assessment

Marking criteria will be used by the teacher to mark this controlled work. The work will then be moderated by AQA. The maximum mark is 50 and the grades are awarded in the following ways:

A*	A	B	C	D	E	F	G	U
45-50	40-44	35-39	30-34	25-29	20-24	15-19	10-14	0-9