



INFORMATION COMMUNICATION TECHNOLOGY SHORT COURSE - Controlled Assessments



Syllabus: WJEC 4339

Controlled Assessment Overview

The controlled assessment is one, extended, piece of work completed in Year 10. It accounts for 60% of the final.

Solving Problems with ICT [23 hours in lessons]

Students will complete a series of linked tasks that require the use of a variety of pieces of key software. The tasks vary each year but the software used is likely to include: word processor, web browser, e-mail client, spreadsheet and database. The controlled assessment will be completed by the end of Year 10 and is worth 60% of the course.

Extra Curricular Activities

ICT skills workshops are run on a regular basis to support students while completing controlled assessments.

Students will have access to computer facilities within lessons, at lunchtimes and at voluntary workshops. Students are encouraged to make use of computer facilities they may have at home, but a home computer is not a requirement.

Assessment

When working on the controlled assessment students will have deadlines for sections on a regular basis. No feedback can be given on controlled assessments but students will get feedback on practice tasks similar to the actual controlled assessment task.

To achieve a particular grade for their controlled assessment, students have to reach the following percentage marks:

A*	A	B	C	D	E	F	G
90	80	70	60	50	40	30	20

Skills needed for Controlled Assessments

The controlled assessment needs to be word processed and presented to a high standard. These skills are taught at the beginning of Year 10.

Provision for Gifted and Talented/ Differentiation

Extension sheets are given out on a regular basis to students aiming for an A/A*. Skills workshops are available for students who need additional practice in order to complete the controlled assessments successfully.

Success Criteria for Controlled Assessments

- Students need to meet all deadlines for different stages of the controlled assessment.
- The quality of pupil work is more important than the quantity
- Students will need to track their own progress and store their work in an organised way.
- Students will need to attend workshops to improve their skills when unsure how to complete a task.