

INSTRUCTIONS FOR ASSESSORS

The purpose of this test paper is to assess a candidate's ability to meet the Adult Numeracy Standards and Level Descriptors for Handling Data at Entry 3 as set out in the Adult Numeracy Core Curriculum. Assessors should be familiar with the contents of the paper before they administer the assessment.

ASSESSMENT OF HANDLING DATA AT ENTRY 3

- 1 Learners should be offered the opportunity to attempt every question. If they go over the allocated time, this should be recorded on the front cover of the test paper.
- 2 Assessors should ensure that learners' personal, centre and registration details are entered accurately and fully on the front of the test paper.
- 3 Assessors must sign and date the record of the learner's responses to this test paper on the front page.
- 4 If assessors have provided any assistance to learners during this test, then a summary must be recorded on the front page of the test paper.
- 5 Arrangements for special consideration should be in accordance with the procedures outlined in Edexcel's Code of Practice.
- 6 The total number of marks which can be awarded for this test paper is twenty-five.
- 7 Marks should be awarded according to the Mark Scheme.
- 8 Marks awarded must be entered on the front of the test paper for each question and as a total.
- 9 The total mark that is awarded for the test paper must be converted into a percentage. This can be done by multiplying each learner's marks by 4. This percentage must be entered on the front of the test paper.
- 10 Learners' final achievement - Pass - Yes or No (Y/N) must be completed on the front of the test paper.
- 11 The pass percentage for this test paper is 80%. In order to achieve 80% a learner must achieve at least 20 marks out of the 25 available.
- 12 In the case of learners who obtain 19 marks out of 25, assessors should review the responses of learners to check if there is adequate, justifiable and demonstrable evidence to enable the assessor to pass the learner.
- 13 Assessors should use their professional judgement and expertise when applying the Mark Scheme. In addition to the guidance notes, sample answers and distribution of marks outlined in the Mark Scheme, assessors should refer to the guidance and amplification given under the relevant curriculum elements in the Adult Numeracy Core Curriculum to determine whether learners' responses merit the allocation of marks available in the Mark Scheme.
- 14 Formative assessment should be offered to those learners who do not pass this test.

Specific requirements for this paper:

Learners may use a calculator in this test.