



CARIBBEAN EXAMINATIONS COUNCIL

INSTRUCTIONS FOR RECORDING MARKS FOR PRACTICAL ASSIGNMENTS

1. The names of candidates should be recorded in alphabetical order with the last name first, followed by the first name.
2. For Textiles, Clothing and Fashion and Family and Resource Management, a candidate receives a mark out of 20 for EACH of the three assignments and a total mark out of 60. For Food, Nutrition and Health, a candidate receives a mark out of 15 for Assignments 1 and 3 and a mark out of 30 for Assignment 2.
3. A candidate's mark for the first assignment must be entered in the column headed ASSIGNMENT 1.
4. The second assignment is assessed by the class teacher and an external examiner. The class teacher enters the marks he/she has awarded a candidate in the column headed CLASS TEACHER. The external examiner enters the mark he/she has awarded the candidate in the column headed EXTERNAL EXAMINER.
5. The class teacher and the external examiner discuss any discrepancies between the 2 marks awarded to each candidate.
6. A consensus is reached as to an agreed mark for EACH candidate for the second assignment. This mark is entered in the column headed AGREED MARK.
7. In the event that there is no agreement between the class teacher and the external examiner on a candidate's mark for the second assignment, the mark to be entered in the column headed AGREED MARK, must be the average of the 2 marks, (i.e. class teacher's mark plus external examiner's mark divided by 2).
8. A candidate's mark for the third assignment must be entered in the column headed ASSIGNMENT 3.
9. Where a candidate does not submit an assignment, 'no assignment submitted' must be entered in the appropriate column.
10. The marks for Assignments 1, 2 (average mark) and 3 for each candidate must be added together and the sum entered in the column headed TOTAL.
11. The mark entered under the TOTAL column is the candidate's final SBA mark.

CARIBBEAN SECONDARY EDUCATION CERTIFICATE®
RECORD OF MARKS AND EXTERNAL EXAMINERS' REPORT
FOR SCHOOL-BASED ASSESSMENT
PRACTICAL ASSIGNMENT 2
FOOD, NUTRITION AND HEALTH

(This record is confidential and must be kept secure)

For Use By External Examiner

NAME OF CENTRE: _____

CENTRE NO.: _____

NUMBER OF CANDIDATES IN TEACHING GROUP: _____

CLASS TEACHER'S NAME: _____ DATE: _____

CLASS TEACHER'S SIGNATURE: _____ DATE: _____

EXTERNAL EXAMINER'S NAME: _____ DATE: _____

EXTERNAL EXAMINER'S SIGNATURE: _____ DATE: _____

PRINCIPAL'S NAME: _____

PRINCIPAL'S SIGNATURE: _____ DATE: _____

PLEASE READ INSTRUCTIONS ON BACK PAGE BEFORE RECORDING MARKS.

CENTRE NO: _____	EXTERNAL EXAMINER'S REPORT (Please place a tick (✓) in the appropriate boxes and write your comments in Section 4.)			
	REGISTRATION NUMBER (Last four digits only)	CANDIDATE'S NAME (Alphabetical order, Surname first)	Practical Assignment 2	
			30 marks	
		Class Teacher	External Examiner	Agreed* Mark
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
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28				
29				
30				

	EXTERNAL EXAMINER'S REPORT (Please place a tick (✓) in the appropriate boxes and write your comments in Section 4.)		
3. CANDIDATES' PERFORMANCE	<p>1. PROVISION OF EQUIPMENT AND MATERIALS</p> <p>(a) Equipment and materials provided for candidates were</p> <p style="margin-left: 20px;">Adequate <input type="checkbox"/></p> <p style="margin-left: 20px;">Inadequate <input type="checkbox"/></p> <p>(b) Space provided for individual work by each candidate was</p> <p style="margin-left: 20px;">Adequate <input type="checkbox"/></p> <p style="margin-left: 20px;">Inadequate <input type="checkbox"/></p> <p>2. CLASS TEACHER'S ASSESSMENT</p> <p>(a) Candidates worked on their own without help from the teacher</p> <p style="margin-left: 20px;">Yes <input type="checkbox"/></p> <p style="margin-left: 20px;">No <input type="checkbox"/></p> <p>(b) Candidates' work was assessed in accordance with the CXC marking scheme provided</p> <p style="margin-left: 20px;">Yes <input type="checkbox"/></p> <p style="margin-left: 20px;">No <input type="checkbox"/></p> <p>(c) Teacher's assessment was</p> <p style="margin-left: 20px;">Very good <input type="checkbox"/></p> <p style="margin-left: 20px;">Satisfactory <input type="checkbox"/></p> <p style="margin-left: 20px;">Too lenient <input type="checkbox"/></p> <p style="margin-left: 20px;">Too severe <input type="checkbox"/></p>	<p>3. CANDIDATES' PERFORMANCE</p> <p>(a) Planning and Preparation</p> <p>1. Choice of activity <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>2. Candidates' preparation for activity <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) Manipulation</p> <p>3. Candidates' ability to carry out tasks required by the activity <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>4. Candidates' ability to manage time effectively <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(c) Evaluation and Presentation</p> <p>5. Quality of final products <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>6. Presentation and/or service of final products <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(d) Portfolio</p> <p>7. Quality of portfolio <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>8. Presentation <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>	<p style="text-align: center;">Good</p> <p style="text-align: center;">Satisfactory</p> <p style="text-align: center;">Unsatisfactory</p>
4.	EXTERNAL EXAMINER'S COMMENTS		

*All fractions must be rounded up to the nearest whole number.

To be sent to the Local Registrar for submission to CXC