

Year 13 Internal Quality Assurance document for formulation of Teacher Assessed Grade

<b>Subject:</b>	<b>Level 3 BTEC Business</b>				
<p><b>Evidence collected prior to 8th March</b></p> <p><b>*assessment = exam / controlled assessment / NEA / coursework/ significant pieces of exam style work completed</b></p> <p><b>This can be any type of work provided you are confident it is the students own work.</b></p>					
<b>Dates</b>	<b>Title of assessment*</b>	<b>Format of Assessment*</b>	<b>Content assessed, and proportion of course or units to be covered</b>	<b>Detail of Exams Access, or reasonable adjustments</b>	<b>Detail of moderation that occurred</b>
	<i>Include question title if relevant, and also which exam board paper, year, or parts of papers you have chosen. If not using past papers, then confirm it uses question types found in previous papers</i>	<i>Refer to conditions under which it took place which make it appropriate to be used as evidence e.g time-frame of test / exam conditions</i>	<i>Refer to elements of syllabus covered, and the proportion of final exam this would account for in a 'normal year'</i>	<i>Refer to how extra time was managed, and whether other aspects were catered for: scribe / word processor / reader / prompt / rest breaks / small room - if not, then whether marking reflected reasonable adjustments.</i>	<i>Include confirmation of exam board mark scheme used, prior training that took place for marking this assessment, how moderation took place</i>
September 2019 January 2020 teaching with January 2020 exam for Unit 3: Personal and Business Finance. Result of exam March 2020	Pearson Unit 3: Personal and Business Finance Pearson external exam 2 hours. 80 marks.	Pearson external exam 2 hours. 80 marks. Sat in formal exam conditions in the exam hall.	Unit 3: Personal and Business Finance 1 of 4 units to be completed as part of the course. 120GLH  Unit 3: Personal and Business Finance paper consists of 2 sections, with each section assessing content across the whole of Unit 3, listed below in year 12:  A - Understand the importance of managing personal finance B - Explore the personal finance sector C - Understand the purpose of accounting D - Select and evaluate different	All access arrangements catered for by exam officer	Moderation of mock papers between teachers before external assessment. No moderation of final assessment grade given as externally marked and grade awarded by exam board.  The following boundaries were set by Pearson for each grade:  Near Pass: 8-11 Pass: 12-19 Merit: 20-31 Distinction: 32

			<p>sources of business finance E - Break-even and cash flow forecasts F - Complete statements of comprehensive income and financial position and evaluate a business's performance</p> <p>Topics A-F were all taught in school and assessed externally pre-lockdown</p>		
<p>January 2020 - July 2021 teaching and assessment for Unit 1; Exploring Business.</p>	<p>Pearson Unit 1; Exploring Business. Internal coursework unit taught alongside assessment plan agreed by Pearson.</p>	<p>Coursework Unit with 3 assessment windows. Assessment windows follow Pearson regulations. Work traditionally Externally Verified by sample selection from exam board.</p>	<p>Unit 1; Exploring Business 1 of 4 units to be completed as part of the course. 90GLH</p> <p>Unit 1: Exploring Business consists of 3 assessment windows covering the following topics in year 12:</p> <p>Assessment window 1: A: Explore the features of different businesses and analyse what makes them successful B: Investigate how businesses are organised</p> <p>Assessment window 2: C: Examine the environment in which businesses operate D: Examine business markets</p> <p>Assessment window 3: E: Investigate the role and contribution of innovation and enterprise to business success</p> <p>Topics A, B and part of C was taught in school, with topics A&amp;B assessed. Topics D, E and other part of C</p>	<p>All access arrangements catered for by class teacher for the assessment window sat. CAG given for the whole unit</p>	<p>Exam board mark scheme for Unit 1; Exploring Business used for all assessments. Students work moderated between teachers based on the IV (internal verification) document produced alongside Pearson guidance across all grade boundaries</p> <p>The following boundaries were set by Pearson for each grade:</p> <p>Pass: 9 Merit: 15 Distinction: 24</p> <p>CAG given for the whole unit last year. No work sent to EV (external verifier)</p>

			taught in lockdown and not formally assessed. CAG given for the whole unit		
September 2020 January 2021 teaching with January 2021 exam for Unit 2: Developing a Marketing Campaign. Result of exam March 2021	Pearson Unit 2: Developing a Marketing Campaign. Pearson external exam 3 hours. 70 marks.	Pearson external exam 3 hours. 70 marks. Sat in formal exam conditions in the exam hall. Some students chose not to sit it because of Covid	Unit 2: Developing a Marketing Campaign 1 of 4 units to be completed as part of the course. 90GLH  Unit 2: Developing a Marketing Campaign paper consists of 2 sections, with each section covering the following topics in year 13:  Activity 1  A - Introduction to the principles and purposes of marketing that underpin the creation of a rationale for a marketing campaign B - Using information to develop the rationale for a marketing campaign  Activity 2  C - Planning and developing a marketing campaign  Topics A- were all taught in school and assessed externally pre-lockdown but exam was at the start of lockdown and students given choice whether to sit it.	All access arrangements catered for by exam officer	Moderation of mock papers between teachers before external assessment. No moderation of final assessment grade given as externally marked and grade awarded by exam board.  The following boundaries were set by Pearson for each grade:  Near Pass: 6-8 Pass: 9-14 Merit: 15-23 Distinction: 24  Students have the option of a resit of this unit Post-March as per exam guidelines.

**Evidence collected after 8th March**

**\*assessment = exam / controlled assessment / NEA / coursework/ significant pieces of exam style work completed**



Dates	Title of assessment*	Format of Assessment*	Content assessed, and proportion of course	Detail of Exams Access, or reasonable adjustments	Detail of moderation that occurred
	<p><i>Include question title if relevant, and also which exam board paper, year, or parts of papers you have chosen. If not using past papers, then confirm it uses question types found in previous papers</i></p>	<p><i>Refer to conditions under which it took place which make it appropriate to be used as evidence e.g time-frame of test / exam conditions</i></p>	<p><i>Refer to elements of syllabus covered, and the proportion of final exam this would account for in a 'normal year'</i></p>	<p><i>Refer to how extra time was managed, and whether other aspects were catered for: scribe / word processor / reader / prompt / rest breaks / small room - if not, then whether marking reflected reasonable adjustments.</i></p>	<p><i>Include confirmation of exam board mark scheme used, prior training that took place for marking this assessment, how moderation took place</i></p>
<p>27/4/21 period 5&amp;6 13B/Ba1 28/4/21 period 3&amp;4 13D/Ba1</p> <p>Unit 2: Developing a Marketing Campaign. Resit of exam previously sat January 2021</p>	<p>Pearson Unit 2: Developing a Marketing Campaign resit. Pearson external exam sat in classroom as resit unable to be sat externally. Activity 1 from Unit 2 2021 paper to be sat. 34 marks. 90 mins</p>	<p>Pearson external exam resit sat in class under formal exam conditions 34 marks 90 minutes.</p> <p>Available to all students.</p> <p>Students who did sit the exam in January and do not sit the resit will be awarded their result from January for this unit.</p> <p>Students who did not sit the January exam but sit the resit will be awarded a mark based on this resit in conjunction with their mock sat in November 2020. Students will be awarded a TAG based on whichever</p>	<p>Unit 2: Developing a Marketing Campaign 1 of 4 units to be completed as part of the course. 90GLH</p> <p>Unit 2: Developing a Marketing Campaign paper consists of 2 sections, with each section covering the following topics in year 13:</p> <p>Activity 1</p> <p>A - Introduction to the principles and purposes of marketing that underpin the creation of a rationale for a marketing campaign B - Using information to develop the rationale for a marketing campaign</p> <p>Students were taught these topics for this unit Pre-March in school and sat a formal mock in exam conditions Pre-March for their January exam.</p>	<p>All access arrangements catered for by classroom teacher.</p> <p>Students offered a resit option of unit sat in January as per exam board guidelines</p> <p>November mocks that may be used for TAG were sat in formal exam conditions in class with all access arrangements catered for by classroom teacher.</p>	<p>Activity 1 from Unit 2 2021 paper will be used. Paper will be moderated between teachers across all grade boundaries Grade boundaries for the 2021 exam set by the exam board will be used for this section and a TAG given</p> <p>The following boundaries were set by Pearson for each grade:</p> <p>Near Pass: 6-8 Pass: 9-14 Merit: 15-23 Distinction: 24</p> <p>November mocks that may be used for TAG were marked using exam board mark scheme and fully moderated between teachers.</p>

		<p>grade is higher in this instance.</p> <p>Students who did not sit the January exam and do not sit the resit will be awarded a TAG based on their November 2020 mock.</p>			
<p>12/5/21 period 1&amp;2 13B/Ba1 12/5/21 period 3&amp;4 13D/Ba1</p> <p>Unit 3: Personal and Business Finance</p>	<p>Pearson Unit 3: Personal and Business Finance resit</p> <p>Pearson external exam sat in classroom as resit unable to be sat externally.</p> <p>Section B from Unit 3 2021 paper to be sat. 75 mins 52 marks.</p>	<p>Pearson external exam sat in classroom as resit unable to be sat externally.</p> <p>Section B from Unit 3 2021 paper to be sat. 75 minutes. 52 marks. Sat in formal exam conditions</p>	<p>Unit 3: Personal and Business Finance</p> <p>1 of 4 units to be completed as part of the course. 120GLH</p> <p>Unit 3: Personal and Business Finance paper consists of 2 sections, with each section assessing content across the whole of Unit 3, listed below in year 12:</p> <p>A - Understand the importance of managing personal finance B - Explore the personal finance sector C - Understand the purpose of accounting D - Select and evaluate different sources of business finance E - Break-even and cash flow forecasts F - Complete statements of comprehensive income and financial position and evaluate a business's performance</p> <p>Topics A-F were all taught in school and assessed externally</p>	<p>All access arrangements catered for by classroom teacher</p> <p>Students offered a resit option of unit sat in year 12 as per exam board guidelines (unable to resit in June year 12 due to covid)</p>	<p>Moderation of papers between teachers across all grade boundaries</p> <p>Grade boundaries for the 2021 exam set by the exam board will be used for this section and a TAG given</p> <p>The following boundaries were set by Pearson for each grade:</p> <p>Near Pass: 8-11 Pass: 12-19 Merit: 20-31 Distinction: 32</p> <p>Overall TAG for this unit will be based on performance of this assessment in conjunction with exam sat in Year 12.</p>



			pre-lockdown		
January 2021 - May 2021 teaching and assessment for Unit 8; Recruitment and Selection Process	Pearson Unit 8; Recruitment and Selection Process. Internal coursework unit taught alongside assessment plan agreed by Pearson.	Coursework Unit with 2 assessment windows. Assessment windows follow Pearson regulations. Work traditionally Externally Verified by sample selection from exam board.	<p>Unit 8; Recruitment and Selection Process 1 of 4 units to be completed as part of the course. 60GLH</p> <p>Unit 8:Recruitment and Selection Process traditionally consists of 2 assessment windows covering the following topics in year 13:</p> <p>Assessment window 1: A - Examine how effective recruitment and selection contribute to business success</p> <p>Assessment window 2: B - Undertake a recruitment activity to demonstrate the processes leading to a successful job offer. C - Reflect on the recruitment and selection process and your individual performance</p> <p>Topic A was taught in lockdown and re-taught when back in school. Topics B&amp;C will be taught in school.</p> <p>Topic A will be formally assessed and sent to EV (external verifier) for sampling.</p> <p>It has been agreed by the EV that Topics B&amp;C for assessment window 2 will be taught but not formally assessed due to time constraints.</p>	<p>All access arrangements catered for by class teacher for the assessment window sat.</p> <p>TAG will be given for the whole unit based on assessment of Learning aim A sat in assessment window 1 and sent for external verification.</p>	<p>Exam board mark scheme for Unit 8; Recruitment and Selection Process used for all assessments. Students work moderated between teachers based on the IV (internal verification) document produced alongside Pearson guidance across all grade boundaries Learning Aim A sent to EV for external verification.</p> <p>A whole unit TAG will be given based on Learning Aim A</p> <p>The following boundaries were set by Pearson for each grade:</p> <p>Pass: 6 Merit: 10 Distinction: 16</p>