



Online v traditional marking

Guide to the data submission process

September 2019

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Introduction

In order to fulfil our regulatory and accreditation functions as set out in the Qualifications Wales Act 2015¹, we require awarding bodies to provide exams data for regulated qualifications.

This guidance is based on Ofqual's *Online v Traditional Marking*² document.

When will data be collected?

Data will be collected according to the reporting schedule which is agreed and maintained by Qualifications Wales' statistics team.

What data will be collected?

Malpractice data will be collected for GCSE, AS, A level and Welsh Baccalaureate Qualification Skills Challenge Certificate.

¹ <http://www.legislation.gov.uk/anaw/2015/5/contents/enacted>

² https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/654328/6300_Guidance_for_T5_Online_v_Traditionally_Marked.pdf

General completion guidelines

Please upload one CSV file per exam series. For example, if an awarding body has data for all three exam series (*January, June and November*), three CSV files should be uploaded - one for each series. Each exam series will have a separate submission point on QiW.

This data return is for data relating to learners in Wales only.

Column headers must be an exact match.

Numeric values must not have any formatting.

File format

The file must be CSV format and the first row must be headers as displayed in the '**Name**' column of the table below. The subsequent rows must have the values of the data to be reported which must match the format and validation rules below.

Name	Description	Position	Validation Regular Expression	Description of Regular Expression
Exam series	Exam series data relates to e.g. June 2018	1	^(January March June November)([] [0-9][0-9][0-9])\$	Full month name of exam series and year
Awarding organisation	Name of the awarding organisation	2	^.{1,100}\$	1 to 100 characters accepted
Reporting date	Date the file was due to be submitted regardless of when it was actually uploaded. Format accepted either 103 British/ French dd/mm/yyyy , or 120 ODBC canonical yyyy-mm-dd	3	^(20)\d\d[-](0[1-9] 1[012])[-](0[1-9] [12][0-9] 3[01])\$	The date in the following format: day (two digits), forward slash, month (two digits), forward slash, year (four digits), or: year (four digits), a dash, month (two digits), a dash, day (two digits)
Qualification	Level and type of qualification e.g. GCSE	4	^(GCSE AS A level National/Foundation Skills Challenge Certificate Advanced Skills Challenge Certificate Foundation (post 16) Skills Challenge Certificate National (post 16) Skills Challenge Certificate)\$	One of the following list: GCSE, AS, A level, National/Foundation Skills Challenge Certificate, Advanced Skills Challenge Certificate, Foundation (post 16) Skills Challenge Certificate, National (post 16) Skills Challenge Certificate
Country	To indicate that the data relates to Wales only	5	^(Wales)\$	Wales will be accepted
Papers marked online	Total number of papers marked online	6	^\d{1,7}\$	A numeric value between 0 and 9,999,999 accepted
Candidate scripts marked online	Total number of candidate scripts marked online	7	^\d{1,7}\$	A numeric value between 0 and 9,999,999 accepted

Papers traditionally marked	Total number of papers marked traditionally	8	$\wedge\{1,7\}$	A numeric value between 0 and 9,999,999 accepted
Candidate scripts traditionally marked	Total number of candidate scripts marked traditionally	9	$\wedge\{1,7\}$	A numeric value between 0 and 9,999,999 accepted
Non-timetabled assessments marked	Total number of non timetabled assessments marked e.g. internal assessment, coursework	10	$\wedge\{1,7\}$	A numeric value between 0 and 9,999,999 accepted
Candidate Non-timetabled assessments marked	Total number of candidates' non timetabled assessments marked e.g. internal assessment, coursework	11	$\wedge\{1,7\}$	A numeric value between 0 and 9,999,999 accepted

Contacts

For all queries relating to the data collection process, amendments to data previously provided, or for general guidance, please contact:

Qualifications Wales

Q2 Building

Pencarn Lane

Imperial Park

Coedkernew

Newport NP10 8AR

Telephone 01633 373 222

Email: DataProject@Qualificationswales.org