



E-Assessment

Guide to the data submission process

September 2019

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E-Assessment

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 *E-Assessment*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?

E-Assessment data will be collected for GCSE, AS, A level and WBQ Skills Challenge Certificate.

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.

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/654310/6296_Guidance_for_E-assessment.pdf

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	Awarding organisation name	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)
Unit ref / Unit code	Unit reference or unit code	4	^.{1,100}\$	1 to 100 characters accepted
QAN	Qualification Accreditation Number	5	^.{1,12}\$	1 to 12 characters accepted
QWNumber	QW Approval/ Designation Number, for example C00/1234/1	6	^.{1,10}\$	1 to 10 characters accepted, beginning with C A blank value is accepted if the qualification does not have a QW number
Qualification subject name	Qualification subject name	7	^.{1,150}\$	1 to 150 characters accepted
Qualification type	Qualification type E.g. GCSE, AS, A2	8	(GCSE AS A2 National/Foundation Skills Challenge Certificate Advanced Skills Challenge	One of the following list: GCSE, AS, A2 or National/Foundation Skills Challenge Certificate, Advanced

			Certificate Foundation (post 16) Skills Challenge Certificate National (post 16) Skills Challenge Certificate)\$	Skills Challenge Certificate, Foundation (post 16) Skills Challenge Certificate, National (post 16) Skills Challenge Certificate
Is this unit only available via e assessment Y/N	Is this unit only available via e assessment Y/N	9	(Y y N n)	Enter Y or N here
Centres entering for the electronic version	Total number of centres entering for the electronic version of this unit	10	^\d{1,6}\$	A numeric value between 0 and 999,999 accepted
Centres entering for the traditional version	Total number of centres entering for the traditional version of this unit	11	^\d{1,6}\$	A numeric value between 0 and 999,999 accepted

Contacts

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

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