

Collecting a portfolio of evidence for the November 2022 series

Where directives from national or local authorities make it impossible for exams to go ahead in November 2022, we will move your candidates from exams to the portfolio of evidence route. This document explains our approach to the portfolio of evidence route for the November 2022 series.

If you are in a country or region which has been moved to the portfolio of evidence route, you will need to produce a portfolio of evidence for all entries for Cambridge IGCSE™, O Level and International AS & A Level.

NEW This 'New' icon highlights information which has been added or changed to this document since the June 2022 series.

In this document

	Page
<u>Selecting the portfolio of evidence</u>	2
• <u>Quantity of evidence</u>	2
• <u>When to collect the evidence</u>	3
• <u>Types of evidence</u>	3
• <u>Coverage of syllabus content and assessment objectives</u>	6
• <u>Timing of work</u>	7
• <u>Security and authentication</u>	7
• <u>Selecting the pieces of evidence for each candidate</u>	8
• <u>Informing the candidate of the pieces of evidence chosen</u>	9
• <u>Evidence will be equally weighted</u>	9
• NEW <u>Forecast grades</u>	9
• <u>Concerns about the choice of evidence</u>	9
• <u>The Rationale Document</u>	11
• <u>Special consideration</u>	11
• <u>Collecting evidence: general advice</u>	12
• <u>Collecting evidence: syllabus-specific advice</u>	12
• NEW <u>Candidates who are preparing for a portfolio of evidence who have had a school-assessed grade or a portfolio of evidence result in a previous series</u>	12
• <u>Private candidates</u>	12
• <u>Cambridge International A Level candidates</u>	13
• <u>Syllabuses with endorsed components</u>	14
<u>Appendices</u>	15
• <u>Appendix A – Collecting evidence: general advice</u>	15
• <u>Appendix B – Collecting evidence: syllabus-specific advice</u>	19
• <u>Appendix C – Collecting evidence: syllabus-specific advice for AS & A Level Mathematics and Further Mathematics</u>	27

Introduction

The portfolio of evidence is a contingency route to assessment for November 2022 for situations where directives from national or local authorities mean exams cannot take place. We will decide whether it is possible to move centres to the portfolio of evidence route, taking into account the evidence available from national and local authorities.

In summary:

- centres select a portfolio of evidence for each candidate in each syllabus, made up of three substantial pieces of evidence completed at any time during the course of study
- centres will not be required to mark or grade the portfolio of evidence
- centres submit the portfolio digitally to us through our online Submit for Assessment portal
- Cambridge examiners mark the work submitted by the centre
- we use our examiners' marks to calculate a final grade for each candidate for each syllabus they are entered for.

We recommend that all centres prepare a portfolio of evidence for each candidate, in electronic form, and that this is ready by the start of the exam series. This means that if exams are cancelled at short notice, centres will not need to do any additional work to prepare a portfolio.

Selecting the portfolio of evidence

Quantity of evidence

Centres in the portfolio of evidence route should prepare a portfolio of **three substantial pieces of work** for each candidate in each syllabus.

For candidates taking most qualifications, there will be one portfolio of evidence, and therefore a total of three substantial pieces of work will be required.

For candidates taking a linear route to an A Level grade, there will be two portfolios of evidence – one for the AS part of the qualification and one for the A2 part of the qualification. For these candidates, therefore, **six substantial pieces of work** will be required in total: three for the AS part of the qualification, and three for the A2 part of the qualification.

By 'substantial', we mean a piece of work that has taken the candidate at least one hour of concentrated work to complete. This means a grade produced using a portfolio of evidence will be based on a roughly similar amount of work to the amount used to determine an exam grade.

NEW If your lessons run for less than one hour, it is acceptable to split a one-hour task over two lessons. However, you cannot combine two tasks that are different and shorter to form one substantial piece of evidence.

There are two exceptions to our rule that no candidate should have more than, or fewer than, three pieces of work for each portfolio of evidence. These exceptions are for the following syllabuses:

- Cambridge International AS & A Level Global Perspectives & Research (9239)
- Cambridge IPQ (9980).

You can find information about the evidence required for these syllabuses in the section '[Collecting evidence: syllabus-specific advice](#)'.

When to collect the evidence

You can start to collect evidence now. We strongly recommend that you build a portfolio of potential pieces of evidence from candidates throughout their course of study. By starting to collect evidence now, you can collect appropriate pieces of work for each candidate using your existing planned testing opportunities, such as classwork or mock exams, and you will not need to schedule additional test opportunities to collect the evidence for the portfolio. This means that if exams are cancelled at short notice, centres will not need to do any additional work to prepare a portfolio.

You can collect more pieces of evidence than you will need, and you do not have to decide in advance which pieces of evidence you will use.

Types of evidence

The types of work to be included among the three pieces of evidence are at the centre's discretion. The types of work can include one or more of any of the following:

- complete past papers from the syllabus
- complete specimen papers from the syllabus
- completed coursework prepared according to syllabus requirements
- work made up of questions selected from various past papers
- papers used as mock exams
- extended project work set by the centre during the course of study
- tasks set by the centre, such as essays, assignments, problems and practical tasks.

You can use any of these types of work, and you do not need to include only work that is a close match to the exam requirements of the syllabus. The portfolio of evidence should be taken from work done during the course – which might include, for example, past papers taken as mock exams – but can also include centre-set tasks. This flexibility allows you to collect work throughout the course of study, rather than having to set new tasks at short notice.

You will find more information about the types of evidence that you can use below and in these sections of this document:

- [Collecting evidence: general advice](#)
- [Collecting evidence: syllabus-specific advice](#)

Each piece of evidence must have taken the candidate at least one hour of concentrated work to complete. The only exception to this is if you want to use a complete past paper set by us that is less than an hour in duration. This is acceptable and can count as one of your pieces of evidence. [Multiple-choice past question papers](#) cannot be used as evidence.

If you are creating your own paper or your own piece of evidence based on a combination of tasks, this must take candidates at least one hour to complete and be completed in a single assessment opportunity. However, if your lessons run for less than one hour, candidates can complete each piece of work over two lessons. You must explain what you have done in the Rationale Document.

NEW Candidates can either type or write their responses to the tasks by hand. You should make sure that candidates' scanned responses are clearly visible and legible so Cambridge examiners can read the work you submit.

Speaking test evidence

For speaking test evidence, the requirement for the work to have taken at least one hour to complete does not apply. For speaking tests which count towards the final syllabus grade, you can either use a past paper or a paper that you have created yourself. Both of these may be under an hour in duration.

NEW We recommend that you keep recordings of speaking mock tests done during the course of study so if exams are cancelled at short notice, you will have speaking test evidence to include in the portfolios.

NEW If exams are cancelled at your school after you completed the live series speaking tests during the scheduled exam window, you can include these tests as a piece of evidence in the portfolios.

Access arrangements

Candidates doing past papers, mock exams and work made up of questions from past papers should, as far as possible, be given the appropriate access arrangements (such as extra time or enlarged copies of the paper). It is not necessary for centres to apply to us for these access arrangements when preparing a portfolio of evidence, but you should make sure that they are in line with our regulations and reflect the candidates' normal way of working. Please continue to keep records showing candidates' need for access arrangements and record the details of this in the Rationale Document.

Using coursework as evidence

Centres can use coursework as one of a candidate's pieces of work for a portfolio of evidence. If you want to use coursework as a piece of evidence, the entire coursework component, prepared according to syllabus requirements and to the requirements specified in the *Cambridge Handbook*, counts as a single piece of evidence. Where a syllabus has two coursework components, the two completed pieces of coursework can count as two of the pieces of work in the portfolio.

Once we have moved your centre to the portfolio of evidence route, the coursework should not be submitted to us for moderation. You do not need to send us any internally assessed marks. Instead, the coursework can be submitted as a piece of evidence in the portfolio and will be marked by Cambridge examiners.

It is possible that we will move your centre to the portfolio of evidence after you have already submitted a coursework sample to us for moderation. If this happens, we will not be able to return this coursework to you in time for you to submit a digital copy to us as part of your portfolio of evidence for those candidates in the coursework sample. We recommend that you keep a separate digital copy of the coursework for each candidate ready for use in the portfolio of evidence.


Using marked work as evidence

We appreciate that centres may want to include work that has already been completed and marked in the centre, for example mock exams, or coursework that has been prepared and marked ready for submission to us before a centre has moved to the portfolio of evidence route. We can accept work that has already been marked by a teacher (for example, with ticks, marks or comments on a piece of work) if this is the evidence that is available to you.

However, if you are able to send us an unmarked copy of the work, we would prefer to receive work that does not have marks or comments on it. For example, you could do this by creating a digital image of the work and saving it in a candidate's portfolio before you mark it for your own purposes. Cambridge examiners will not be using any of the marks awarded or comments made by the centre in their own marking.

You can tell candidates the mark that you have given to a piece of work, and we understand that you will want to do so in order to provide ongoing feedback to candidates. You should also tell candidates that Cambridge examiners will mark the work again, using our own holistic marking approach and marking standard. Therefore, the mark that you have assigned will not necessarily be the same as the final mark which is assigned by our examiner and used to calculate a candidate's grade.

Multiple-choice question papers and multiple-choice questions

 You cannot use a multiple-choice question paper as a piece of evidence in the portfolio. You cannot use multiple-choice questions as part of a test created in the centre. This is because the candidate responses provided for multiple-choice questions do not provide clear evidence of a candidate's performance. Our Cambridge examiners will not be able to make holistic judgements about a candidate's performance and the level of a candidate's understanding and skills based on this type of evidence. If a past paper has different types of questions including multiple choice, you can use the questions that are **not** multiple choice to create your own task.

Keeping copies of the work

For each piece of work that you might want to use in a candidate's portfolio of evidence, we recommend that you:

- make an electronic copy of the work before you mark it, so that you can send us an unmarked copy of the work if possible
- make an electronic copy of any marked work, before you return the work to a candidate
- keep all electronic copies secure (so that candidates cannot do any additional work to improve their response).

This is because you will be asked to submit digitally the pieces of work in each candidate's portfolio of evidence. This is to make sure you have the evidence ready to submit to us.

Sending us the tasks used

As well as sending us the candidates' portfolios, you will need to send us a digital copy of the task that you have used for each piece of evidence. For example, if you ask a candidate to respond to a past paper using an answer booklet, you will need to send us the digital copy of both the past paper and the candidate's responses.

NEW If you ask candidates to respond to a past paper where candidates answer on the question paper, it is most helpful to our examiners if candidates answer on a copy of the question paper, so that the examiners can see both the question and the candidate's response

together. If you have set your own task, it is helpful if the evidence that you submit has the question followed immediately by the candidate's response to that question within the same document. If you do this, then you do not need to also upload a blank copy of the question paper / your own task.

NEW Where candidates have responded to a task which is supported by additional material, e.g. a reading passage on a languages reading paper, or a case study / stimulus material, you must include this additional material when you upload your copy of the task.

Coverage of syllabus content and assessment objectives

The three substantial pieces of work in the portfolio must be within the content and the assessment objectives of the relevant syllabus.

For each candidate, this must cover as broad a range as possible of the assessment objectives. For example, in a syllabus where there is an assessment objective covering theoretical knowledge and understanding, and a second assessment objective covering practical skills, at least one piece of work should cover theoretical knowledge and at least one should cover practical skills.

If the circumstances which mean that we have moved you to the portfolio of evidence route have also made it impossible for you to cover a particular assessment objective, then it does not need to be covered in the portfolio. That fact should be explained in the [Rationale Document](#). Examples of this might include circumstances in which centres were ordered to close, preventing access to the facilities needed for practical work, or circumstances in which social distancing regulations prevented group work.

You may already have applied to have an exemption from a component for the exam route. You do not need to apply to us for exemptions if we have moved you to the portfolio of evidence route, and the exemption that you have applied for will be cancelled. If you are able to provide work as part of the portfolio of evidence which covers the content and/or assessment objectives for the component for which you had applied for an exemption, then you should do so. Examples of this might include practical work completed earlier in the school year before a centre closure. However, if you are unable to provide evidence that covers the requirement of the exempted component, then you should explain this in the Rationale Document.

For each candidate, the substantial pieces of work in the portfolio must cover as broad a range as possible of the content of the syllabus. For example, where syllabus content is organised into topics, the pieces of work in a portfolio should be on different topics.

You do not need to use the same pieces of work for each candidate in the same syllabus. The types of work to be included among the pieces of work are at your discretion and you can therefore use different pieces of evidence for each candidate's portfolio. Where you do so, you should explain this in the Rationale Document.

NEW If you have entered a candidate for an exam route option which includes a carry forward component, for example carrying forward a coursework mark from a previous series, you cannot carry forward this mark into the portfolio of evidence route. The pieces of work in the portfolio need to include evidence of the syllabus content and assessment objectives that are covered in the carry forward component.

NEW Core and Extended syllabus content

Some IGCSE syllabuses are tiered, which means that they include Core and Extended components. If we move your candidates to the portfolio of evidence route, for tiered syllabuses we will move all candidates for both IGCSE Core and IGCSE Extended entry options onto a single entry option. This entry option will not be tiered, and candidates for the portfolio of evidence route will be able to access the full range of grades A* to G. Your three pieces of evidence for each candidate can cover Core content only, Extended content only or a mixture of Core and Extended content. Your evidence should be representative of the level of performance that the candidate has demonstrated during their course of study.

Timing of work

Candidates can complete the work within their portfolio at any time during their course of study. You may want to include some pieces of work which have been set or completed after they have been switched to the portfolio of evidence route, but there is no requirement for you to do so.

In many cases the quality of a candidate's work improves during the course of study, so that later work is at a higher level. Where this is the case, centres may decide that later work is a better reflection of the candidate's level of achievement. However, during the unusual conditions of the Covid-19 pandemic, some candidates' performance may have declined as a consequence of prolonged periods of centre closure. In these circumstances, centres may wish to include earlier work in the candidate's portfolio so that the portfolio of evidence is most representative of the level of performance that the candidate has demonstrated during their course of study.

Security and authentication

You must be able to confirm that the work included in every portfolio is authentic – which means that it is the candidate's **own unaided work**.



You must also be able to confirm that the work included in the portfolio is the candidate's first and only response to the task – the work is not a task that they have seen or attempted before. It is **not** acceptable for candidates to repeat tasks with the aim of improving their performance¹. This applies equally to past papers set by us and to teacher-set assignments.

Teacher supervision

Where local circumstances permit it, all of the work in the portfolio should have been done under the direct supervision of a teacher, at the centre. Under these conditions the teacher can be reasonably confident that candidates have not had inappropriate access to the internet, to open books, or to the assistance of family or friends while doing the work.

However, we understand that direct supervision by teachers may not be possible in all circumstances. This includes where centres have been closed for prolonged periods, or where the candidate is a private candidate.

¹ Work which is completed for a coursework component must be completed in line with the regulations for coursework set out in the *Cambridge Handbook*.

Remote teacher supervision

Where it has not been possible for candidates to complete work under the supervision of the centre, it is acceptable for some or all of the work in a portfolio to have been done at home. However, the teacher should be confident that the work done at home is of a consistent standard with other work that the candidate has done. Where the work has been set specifically for assessment purposes, and the candidate knows that this piece of work could be used in the portfolio, then centre supervision is required. For example, this could be through the camera of a laptop in order to confirm that the work is the candidate's own, and that no assistance has been given. We recommend that assessments completed remotely are recorded, so that the recording can be reviewed in cases of suspected malpractice.

The conditions the work has been completed under should be set out in the Rationale Document.

Use of past papers

Past papers are one of the types of work that you might use in a candidate's portfolio of evidence. You should be aware that past papers are widely available online and that your candidates may have seen the papers before. We expect you to think carefully about the tasks that you intend to use as evidence, and make sure that candidates cannot predict the likely content of the task. You should only use these past papers if the candidates do not know in advance, and cannot guess with any confidence, the content of the specific paper you set them and if you can authenticate the candidates' work. You may choose to anonymise the paper so that it is more difficult for candidates to identify the paper you plan to use. For the past paper that you choose, you must make sure that candidates do not have access to the published mark scheme.

Selecting the pieces of evidence for each candidate

It is the responsibility of the subject teacher(s) to choose the most appropriate final three pieces of evidence to include in each candidate's portfolio of evidence. This choice must be in line with our guidance in this document about broad coverage of syllabus content and assessment objectives, and security and authentication.

You can submit different pieces of evidence for different candidates. This approach allows you to be flexible where, for example, a candidate has not been present for an assessment opportunity. However, you should not simply select each candidate's best work. You should choose work which is most representative of the level of performance that the candidate has demonstrated during their course of study. However, for all candidates the work in the portfolio should cover as broad a range of the syllabus content and assessment objectives as possible, and it must be authenticated. In summary, for each candidate the portfolio should:

- give broad coverage of syllabus content and assessment objectives
- be the candidate's own, unaided work
- be the candidate's first and only attempt of the tasks
- be new work that has not been submitted in a previous series
- be representative of the level of performance that the candidate has demonstrated during their course of study.

When you submit the evidence to us, we will ask you to explain your choices of work for your candidates in the Rationale Document.

You should select a portfolio of evidence that allows candidates to demonstrate the full range of their content knowledge and skills as defined in the syllabus. This means that you should select evidence that includes tasks across a range of levels of difficulty. This will allow candidates to demonstrate higher-order skills that can be awarded high marks by our examiners. This will give candidates the best opportunity to access the full range of marks that can be awarded by our examiners.

NEW You should make sure that the evidence that you choose can be read by our examiners. Candidates' handwriting should be legible. You should check the quality of the images that you have scanned, to make sure that the scan is clear and in focus and all of the candidates' work can be seen. The candidates' responses should be clearly visible, and not obscured by shadow, be blurred or too faint to be readable.

Informing the candidate of the pieces of evidence chosen

You should make sure that all candidates know that any work completed during the course may be included in a portfolio of evidence and be used to produce a grade using the portfolio of evidence route. You should remind them of this regularly; however, there is no need to tell them that a particular piece of work might be used.

Once you have selected the pieces of evidence to include in a candidate's portfolio, you should make sure that each candidate knows which pieces of evidence will be used in their portfolio, and appropriately consider any feedback from the candidate about this choice.

Evidence will be equally weighted

All pieces of evidence will be counted equally in their contribution to the final mark. This means that when you submit three pieces of evidence to us for a portfolio of evidence, each piece will be assigned a third of the available marks.

For a linear A Level qualification, a mark will be assigned for the three pieces of evidence in the AS portfolio, and another mark will be assigned for the three pieces of evidence in the A2 portfolio.

NEW Forecast grades

You should still submit to us your candidates' forecast grades as you would do if they were sitting exams. We will use forecast grades to support the portfolio of evidence in the same ways that we do for candidates who take exams.

Concerns about the choice of evidence

Our examiners will mark the evidence that is submitted and will make their judgements based on the evidence of candidate performance that they can see in the work. If we are concerned that you have not followed the requirements set out in this guidance, then we may need to contact you to explore this further. In exceptional cases, we may not be able to mark the work or issue a grade.

NEW The table below shows some problems we have seen with the choice of evidence submitted. It shows the actions you need to take in each situation and the actions that we and our examiners will take. Failure to submit suitable evidence may lead to a delay with the issue of a result. In exceptional cases, we may not be able to mark the work or issue a grade.

Problem	Action
<p>There are only two pieces of evidence in a candidate's portfolio. There should be three pieces of evidence.</p>	<p>It is your responsibility to check carefully that you have submitted the right number of pieces of evidence for each candidate and that the evidence is submitted in the correct folders on Submit for Assessment.</p> <p>For example, examiners have been instructed to consider all evidence in the 'Evidence 1' folder as belonging to Evidence 1, so you must not submit any of your 'Evidence 2' files in this folder. Examiners will not 'redistribute' evidence files from other evidence folders, if they find evidence is missing.</p> <p>If you have indicated in Submit for Assessment that evidence is 'Missing', we will not contact you for missing pieces of evidence. Examiners have been instructed to give a status of 'No Response' for a missing piece of work and no marks can be awarded for the missing piece.</p>
<p>One or more of the pieces of evidence is not an acceptable type of work, for example a multiple-choice past paper</p>	<p>We will contact you and ask you to supply a replacement piece of evidence. The replacement work will be marked. If you cannot supply any replacement work, the original piece of evidence will be given a status of 'No Response' and no marks can be awarded as the type of work is not acceptable.</p>
<p>Work is 'not substantial' (i.e. appears to be less than an hour's concentrated work) or there are questions/pages missing</p>	<p>It is your responsibility to check that the pieces of evidence that you have submitted are complete and sufficient. We will mark the work that we receive. We will not contact you for replacement evidence. It is likely that, where the work is insufficient, examiners will only be able to award a low mark or a mark of zero, as there is not enough evidence of candidate performance on which to award a mark.</p>
<p>The task has not been provided or parts of the task are missing</p>	<p>It is your responsibility to provide the task that the candidate has completed, as well as the pieces of evidence. If the task is missing, we will contact you and ask you to supply the task. If you cannot supply the task, the piece of evidence will be given a mark of zero.</p>
<p>The task has been provided, but the candidate evidence is missing</p>	<p>We will contact you and ask you to supply the candidate evidence. If you cannot supply any candidate evidence, the evidence will be given a status of 'No Response' and no marks can be awarded.</p>

Evidence provided only covers content which is not on the syllabus	We will contact you and ask you to supply a replacement piece of evidence. The replacement work will be marked. If you cannot supply any replacement work, the original piece of evidence will be given a status of 'No Response' and no marks can be awarded as the type of work is not acceptable.
Evidence provided does not cover one or more of the assessment objectives, or does not provide satisfactory coverage of syllabus content	Examiners will start by checking the Rationale Document, to see if you have explained why you have been unable to supply evidence for one or more assessment objectives or significant areas of syllabus content. If the reason that you have given is not sufficient, or you have not provided a reason, we will contact you and ask you to supply a replacement piece of evidence or provide a sufficient reason. Any replacement work will be marked. If you cannot supply any replacement work or a sufficient reason, the original piece of evidence will be given a mark of zero.
There are concerns about the authenticity of a piece of evidence as being a candidate's own work	Examiners will raise this with us as suspected malpractice. We may then pursue this further with you.

The Rationale Document

Each centre must complete a Rationale Document for each syllabus, explaining in detail how the portfolios of evidence have been compiled for each candidate. This document will include:

- the basis you have used to select pieces of work for each candidate
- whether any assessment objectives or significant areas of syllabus content are not included in the portfolios, and the reason why they were omitted²
- the conditions in which the work was completed and how it has been authenticated
- how the work of private candidates has been obtained, selected and authenticated
- how any access arrangements were met.

We will ask you to submit a digital copy of the Rationale Document to us alongside your candidates' portfolios of evidence.

Special consideration

If you think that illness or other adverse personal circumstances that are outside the candidate's control might have temporarily affected performance at the time they completed a particular piece of evidence (for example, the candidate was unwell on the day when mock exams were completed), you should replace the affected piece of evidence with another piece of evidence if this is possible.

² Loss of teaching time is not in itself sufficient reason for excluding an assessment objective or syllabus content, since most centres are able to teach remotely during periods of centre closure. However, restrictions preventing access to facilities or equipment, or preventing group work, may be sufficient.

If you are not able to replace an affected piece of evidence, you should submit a 'present but disadvantaged candidates' special consideration application to us. You can find more details about special consideration in our [portfolio of evidence special consideration and malpractice regulations supplement](#).

Collecting evidence: general advice

We understand that you may have more questions about how to gather portfolios of evidence for each of your candidates. You can find frequently asked questions, and our answers, in [Appendix A](#).

Collecting evidence: syllabus-specific advice

We know that many centres will have questions about gathering evidence for a particular syllabus. You can find more information about evidence for a wide range of syllabuses in [Appendix B](#).

NEW Candidates who are preparing for a portfolio of evidence who have had a school-assessed grade or a portfolio of evidence result in a previous series

Candidates who have a school-assessed grade from a previous series, or a portfolio of evidence result from the June 2022 series, may also be moved to the portfolio of evidence route in November 2022. These candidates will already have pieces of evidence which were used in the June 2021 or November 2021 series for school-assessed grades or used in the June 2022 series for a portfolio of evidence result.

In these cases, pieces of work from a school-assessed grades portfolio or a portfolio of evidence result cannot be used again for the portfolio of evidence in the current series in which they are entered. Work cannot be used again if it has already been used for assessment in a previous series.

All work in the candidate's portfolio of evidence must be **new** pieces of work. 'New' means that the candidate has not attempted the same task on a previous occasion.

This includes speaking tests. All speaking test evidence must be new work. New speaking tests must be on new topics.

First and second language English IGCSE syllabuses have the option of a separate speaking endorsement grade as part of the portfolio of evidence route. It is not possible to carry forward a speaking endorsement grade from the June 2022 series.

A portfolio of evidence AS result can be carried forward to a future series – further details are in our guidance document [Carrying forward within the portfolio of evidence route](#).

Private candidates

As far as possible, centres should treat private candidates who are entered through the centre in the same way as school candidates. The requirements for the amount of work, the types of work, the coverage of syllabus content and assessment objectives are the same. The requirement for confidence in the authenticity of the work is also the same.

If the work of a private candidate has been done under the direct supervision of a reputable teaching institution, then a statement from that institution should be accepted as providing the necessary confidence in the authenticity of the work. It is for the centre making the entry for the private candidate to decide whether or not a teaching institution is reputable. If the centre is not familiar with the institution, then the centre should not accept its statements.

Work completed earlier in the course of study by a private candidate should not be accepted unless there is convincing evidence of its authenticity and it is clear that the work has been stored securely after it was completed, so that candidates cannot do any additional work to improve their response. Assurances from the candidate, or statements made by family members long after the work has been completed, are not sufficiently strong evidence.

It may therefore be necessary for centres to set work for private candidates to complete, ideally at the centre under the direct supervision of its teachers.

Responsibility for the entry lies with the centre that has made the entry (the 'entering centre'). It will be their responsibility to submit the candidate's portfolio to us, and it will be their Head of Centre who signs the declaration which accompanies the portfolio. The entering centre must therefore be fully satisfied that the work is relevant and can be authenticated.

Cambridge International A Level candidates

Our Cambridge International A Level syllabuses are divided into two parts to allow a staged route to assessment. Each part has its own distinct syllabus content and its own exam components. The two parts are:

- the AS Level part, which comprises the AS Level and also forms a part of the A Level
- the 'A Level only' part, which is taken only by A Level candidates. This is also known as the 'A2' part or 'A2 components'.

For A Levels there will be two portfolios of evidence: an AS Level portfolio of evidence, and an A2 Level portfolio of evidence.

Candidates who are entered for the AS Level will produce work for the AS Level portfolio of evidence only. For this portfolio, they must submit three pieces of evidence which cover AS Level syllabus content and assessment objectives.

For A Level candidates, the portfolio of evidence they prepare will depend on whether the candidate has taken their AS Level in a previous series, and on the entry route that the candidate is taking in the current series:

- **Staged route: If your candidates are taking the staged route carry-forward option and already have an AS Level result taken in the previous 13 months, they will prepare the A2 Level portfolio of evidence only. For this portfolio they must submit three pieces of evidence and all of these must cover A2 syllabus content and assessment objectives.**
- **Linear route: If your candidates are taking the linear route, where they are entered for all the AS Level and A2 Level components together in the current series, they will prepare two portfolios of evidence (one for AS Level and one for A2 Level). You must therefore produce six pieces of evidence: three pieces of evidence covering AS Level syllabus content and assessment objectives, and three pieces of evidence covering A2 Level syllabus content and assessment objectives.**

Candidates taking the exam route are allowed to enter for a 'best of both' route. This route applies to candidates who already have an AS Level result from a previous series but were

planning to retake the AS Level components in the current series as well as taking the A2 components. This 'best of both' route is not available for the portfolio of evidence.

NEW For some syllabuses in the exam route, for example AS & A Level Media Studies, candidates can carry forward individual AS components. In the portfolio of evidence, it is not possible to carry forward individual components. Candidates who wish to carry forward AS Level components must carry forward all AS components (the whole AS Level mark).

Candidates taking a linear A Level through the exam route are given a 'compensatory' AS Level grade if they do not reach the minimum standard required for an A Level grade, and if their performance on the AS Level components was sufficient to justify the award of an AS Level grade. Linear A Level candidates who have been moved to the portfolio of evidence route will not be eligible for a compensatory AS Level. If they do not reach the minimum standard required for an A Level grade they will be ungraded.

These evidence requirements are summarised below.

	AS portfolio of evidence (three pieces of evidence required)	A2 portfolio of evidence (three pieces of evidence required)	AS carry forward (no evidence required)
AS candidates	✓		
A Level candidates taking a staged route		✓	✓
A Level candidates taking a linear route	✓	✓	
A Level candidates taking a 'best of both' route	Not available for the portfolio of evidence route		
A Level linear candidates gaining a 'compensatory' AS Level	Not available for the portfolio of evidence route		

NEW The staged assessment route is not possible in all subjects, for example AS and A Level languages. In these cases, the rules are as follows:

- Candidates entered for A Level Chinese (syllabus 9715) will need to provide a single portfolio of evidence with three pieces of work covering the A Level syllabus content and assessment objectives.
- Candidates for all other A Level languages will need to provide a single portfolio of evidence with six pieces of work covering the A Level syllabus content and assessment objectives.

Syllabuses with endorsed components

We offer a number of syllabuses where a grade for a Speaking or a Speaking and Listening component is reported separately on the candidate's certificate. This is known as an endorsed grade. The portfolio of evidence route will offer an endorsed grade for IGCSE First and Second Language English (syllabuses 0500, 0510, 0524, 0990 and 0993).

The portfolio of evidence route will not offer an endorsed grade for any of our other syllabuses which have an endorsed grade.

You can find out more about this, and about the evidence requirements for these syllabuses, in [Appendix A](#).

Appendices

Appendix A – Collecting evidence: general advice

Question	Advice
<p>What evidence do I need to provide for IGCSE First Language English syllabuses with a separate speaking and listening endorsement?</p> <p>Cambridge IGCSE and Cambridge IGCSE (9–1) First Language English (0500, 0524, 0990)</p>	<p>For the syllabuses listed here, the Speaking and Listening component – where the Speaking and Listening grade is reported separately – is available to you in the portfolio of evidence route.</p> <p>For 0500, 0524 and 0990, if you have entered candidates for any entry option where the Speaking and Listening grade is reported separately, you will need to submit evidence for two different portfolios of evidence. The evidence submitted for the main portfolio must include three pieces of evidence covering both Reading and Writing, and the evidence submitted for the Speaking and Listening portfolio must include a single piece of evidence covering both Speaking and Listening. For entry options in 0500 and 0990 which do not include the separately endorsed Speaking and Listening component, the three pieces of evidence submitted must include evidence of both Reading and Writing.</p>
<p>What evidence do I need to provide for IGCSE English as a Second Language syllabuses with a separate speaking endorsement?</p> <p>Cambridge IGCSE and Cambridge IGCSE (9–1) English as a Second Language (0510, 0993, 0511, 0991)</p>	<p>For the syllabuses listed here, the Speaking component of endorsed syllabuses (0510, 0993) – where the Speaking grade is reported separately – is available to you in the portfolio of evidence route.</p> <p>For 0510 and 0993, you will need to submit evidence for two different portfolios of evidence. The evidence submitted for the main portfolio must include three pieces of evidence covering Reading and Writing and the evidence submitted for the Speaking portfolio must include a single piece of evidence covering Speaking. You should prepare candidates for the Listening skill, but you should not include evidence of this within your portfolio.</p> <p>For 0511 and 0991 English as a Second Language (Count-in Speaking), the three pieces of evidence submitted must include evidence of Reading, Writing and Speaking. You should prepare candidates for the Listening skill, but you should not include evidence of this within your portfolio. This guidance also applies to 0523 Chinese as a Second Language.</p>
<p>Can I use evidence of speaking for languages with a separate speaking endorsement?</p> <p>This includes: Cambridge IGCSE and Cambridge IGCSE (9–1):</p> <ul style="list-style-type: none"> • Swahili (0262) • First Language Spanish (0502) • Urdu as a Second Language (0539) • Afrikaans as a Second Language (0548) • Hindi as a Second Language (0549) <p>Cambridge O Level:</p> <ul style="list-style-type: none"> • French (3015). 	<p>For the syllabuses listed here, the speaking part of endorsed syllabuses – where the Speaking grade is reported separately – is not available to you in the portfolio of evidence route.</p> <p>For these syllabuses with a separately endorsed Speaking component, the criteria for awarding a grade under a portfolio of evidence route do not include the skills tested in the speaking test. As such, demonstrating these skills does not amount to demonstrating a level of performance in this qualification. Therefore, you cannot use speaking tasks as part of a candidate’s portfolio of evidence for the syllabuses listed here.</p> <p>For these syllabuses, the evidence submitted for the portfolio must include three pieces of evidence covering Reading and Writing.</p>

Question	Advice
	<p>You should prepare candidates for the Listening skill, but you should not include evidence of this within your portfolio.</p>
<p>How should I approach using the pre-release material for my syllabus?</p> <p>Syllabuses with pre-release material include Cambridge IGCSE:</p> <ul style="list-style-type: none"> • Art & Design (0400, 0989) • Drama (0411) • Enterprise (0454) • Computer Science (0478, 0984) <p>Cambridge O Level:</p> <ul style="list-style-type: none"> • Computer Science (2210) • Art & Design (6090) • CDT: Design & Communication (7048) <p>Cambridge International AS & A Level:</p> <ul style="list-style-type: none"> • Art & Design (9479) • Digital Media & Design (9481). 	<p>We realise candidates may have been working on this pre-release material since it was published on the School Support Hub for the relevant series. If this material is pre-release, and not a confidential source file, it is acceptable for you to use this to produce work for the portfolio of evidence. You should not use the live question paper that accompanies the pre-release, even if this is sent to your centre. Instead, you will need either to set a task of your own or adapt tasks from a past paper.</p> <p>You cannot use confidential source files to produce work for the portfolio of evidence for Cambridge IGCSE Information & Communication Technology syllabuses (0417, 0983), and Cambridge International AS & A Level Information Technology (9626) and Computer Science (9618). Confidential source files are not pre-release materials. They are live exam materials and must stay confidential.</p> <p>Past papers are one of the types of work that you might use in a candidate's portfolio of evidence. You should be aware that past papers and pre-release materials are widely available online and that your candidates may have seen the papers before. We expect you to think carefully about the tasks that you intend to use as evidence, and make sure that candidates cannot predict the likely content of the task. Providing the candidates do not know in advance, and cannot guess with any confidence, the content of the specific paper you set them and that you can authenticate the candidates' work, you may still use these past papers.</p> <p>We appreciate this is more difficult when you are using pre-release material; however, you must make sure that candidates do not know which paper they will be sitting in advance. To help you do this, we recommend that you:</p> <ul style="list-style-type: none"> • anonymise the paper so that it is more difficult for candidates to identify the paper you plan to use • reduce the time you allow candidates between seeing the pre-release material and sitting the assessment • supervise all the preparation work candidates complete using the pre-release material – either in person or remotely.

Question	Advice
<p>How do we produce three pieces of evidence if there are only two components in the syllabus?</p>	<p>There is no requirement for the three pieces of evidence to be a direct match to the exam components in the syllabus. You can choose any three pieces of work which meet the criteria in this document, and which give broad coverage of the syllabus content and assessment objectives.</p> <p>For example, if a syllabus has two components, you could focus one piece of evidence on each component, and then the third piece of evidence could be a teacher-set task covering both components. Or you could provide evidence for one of the components in its entirety and then divide the work for the other component to create the two further pieces of evidence. Where you do this, each separate piece of work must take the candidate at least an hour to produce.</p>
<p>What approach should I take if the syllabus has four components when the portfolio requires just three pieces of evidence – for example languages?</p>	<p>There is no requirement for the three pieces of evidence to be a direct match to the exam components in the syllabus. You can choose any three pieces of work which meet the criteria in this document, and which give broad coverage of the syllabus content and assessment objectives.</p> <p>For example, you may choose to combine the work for two of the components into one piece of evidence. We require three pieces of evidence for each portfolio, but you can combine two tasks to make one substantial piece of evidence to cover all of the assessment objectives across the syllabus. Alternatively, if you have not been able to complete evidence for a practical component such as Speaking or Listening which would normally count towards the syllabus grade, you can omit this assessment objective and explain this in the Rationale Document. This is in line with our arrangements for exemptions for candidates taking exams.</p>
<p>NEW Multiple-choice question papers cannot be used as evidence. How can I produce evidence for the Listening and for the Reading assessment objectives for ICGSE second languages and modern foreign languages?</p>	<p>We expect all centres to be teaching listening skills, in order to prepare candidates for the Listening component. However, if local or national directives mean that exams cannot take place, and your centre moves to the portfolio of evidence route, you should not include evidence of listening within your portfolio. Your three pieces of evidence must include evidence of Reading, Writing and Speaking.</p> <p>Candidates will be able to demonstrate receptive skills through the Reading tasks. We understand that schools may want to use a Reading paper (or for English as a Second Language, the Reading and Writing paper) as one of their pieces of evidence, and for this reason it is acceptable to use a whole past paper, including the multiple-choice type questions on the paper. Our examiners will make a holistic judgement about a candidate's performance and the candidate's reading ability based on all the evidence seen on the Reading paper (or for English as a Second Language, the Reading and Writing paper).</p>
<p>Multiple-choice question papers cannot be used as evidence. How do we produce three pieces of evidence when one of the components in the syllabus is a multiple-choice paper?</p>	<p>There is no requirement for the three pieces of evidence to be a direct match to the exam components in the syllabus. You can choose any three pieces of work which meet the criteria in this document, and which give broad coverage of the syllabus content and assessment objectives.</p>

Question	Advice
What format should the work be in?	Candidate work can be produced in a variety of formats, for example handwritten or typed. You will need to be able to send the work to us digitally in an electronic file format. You should also make sure that candidates' responses are clearly visible and legible so Cambridge examiners can read the work you submit.
Can we use combined science papers for individual sciences?	<p>The assignments you set must meet the assessment objectives and content of the syllabus you are preparing a portfolio of evidence for.</p> <p>When creating assignments, if you choose to use past papers you may use the parts of the combined science papers that meet the assessment objectives and content of the individual science you are preparing a portfolio of evidence for. You should bear in mind that these combined science papers do not cover all of the syllabus content for the individual sciences.</p>
What resources can I use if the syllabus has been substantially revised for 2022?	Where the syllabus has been substantially revised for 2022, you can create your own tasks and assignments as set out in the Types of evidence section of this document. Specimen papers will also be available and can be used as a guide when creating your own tasks.
My candidates have prepared for set texts which are new and do not appear in any past papers from before June 2022. What approach should I take?	<p>We realise there are fewer published materials available that are relevant for some set texts. Where set texts are new for June 2022, and there are no questions on these texts in our specimen or past paper materials, you can create your own tasks and assignments as set out in the Types of evidence section of this document.</p> <p>We will not be producing additional specimen questions on these set texts for you to use.</p>
Can we use the November 2022 papers we have already received as evidence?	No, any November 2022 exam materials that we have sent to you are live confidential exam materials and must not be used as evidence towards a portfolio of evidence.
There are more past papers available for the Cambridge IGCSE A* to G version of this syllabus than there are for the 9–1 version. Can we use past papers from the alternative grade set version?	Yes, you can use past papers for the Cambridge IGCSE version of the syllabus if your candidates are entered for the 9–1 version – and the same is true in reverse.
How can candidates complete a past paper if they have not covered all the syllabus content?	We expect candidates to have been prepared for all of the subject content for the exam and therefore be able to meet the requirements of a complete past paper, if this is what you choose to use in your portfolio of evidence. There is additional guidance about this in the section Coverage of syllabus content and assessment objectives .

Appendix B – Collecting evidence: syllabus-specific advice

Cambridge IGCSE

Syllabus code	Subject	Syllabus-specific advice
0400/0989	Art & Design	For Cambridge IGCSE Art & Design, where the structure of the syllabus does not clearly translate into producing three pieces of evidence, we recommend you provide evidence for the coursework component (component 1) in its entirety. For the externally set assignment (component 2), you should divide the preparation work from the final outcome (8-hour test) to create the two further pieces of evidence. Where you do this, each separate piece of work must take the candidate at least an hour to produce.
0410/0978	Music	<p>We expect all centres to be teaching listening skills to prepare candidates for the Listening component. However, if local or national directives mean that exams cannot take place, and your centre moves to the portfolio of evidence route, you should not include evidence of listening within your portfolio. Your three pieces of evidence must include evidence of Composing and Performing.</p> <p>The Composing and Performing components include four elements:</p> <ul style="list-style-type: none"> • two compositions in the Composing component (one written in a Western, tonal style and one in any style of the candidate's choice) • two prepared performances in the Performing component (one individual and one ensemble). <p>You should choose any three of these four elements as your three substantial pieces of evidence.</p> <p>For the Performing component, the playing time of the prepared performances should be no less than 2 minutes for each performance. Each of these pieces will count as a substantial piece of evidence. We expect that candidates would have spent at least one hour preparing for the performance.</p> <p>If you choose to include the ensemble performance as one of your three pieces of evidence, you will need to submit the <i>Performing Working Mark Sheet</i> so that our examiners can clearly identify which candidate is playing each instrument in the recording. However, you do not need to submit any marks, as the pieces of evidence will be marked by Cambridge examiners.</p>
0411/0994	Drama	<p>For Cambridge IGCSE Drama, where the structure of the syllabus does not clearly translate into producing three pieces of evidence, you could include work from the coursework component (Component 2) as two pieces of evidence. The third piece of evidence should be based on the written component (Component 1). There must be at least one piece of written work and one piece of practical work.</p> <p>We expect all centres to be teaching Component 1 and Component 2 as specified in the syllabus if possible. However, you may have applied for a component exemption or for a component adjustment if disruption to teaching caused by Covid-19 made it impossible to cover the two components in full, for example where candidates have not been able to work together. In this case, it is acceptable for the portfolio of evidence not to include the syllabus content or assessment objective for which you had an exemption accepted. You should explain this in the Rationale Document.</p>

Syllabus code	Subject	Syllabus-specific advice
		<p>For Component 1 candidates should prepare the pre-release materials as they would do in the exam route. If your centre is then moved to the portfolio of evidence route, candidates could provide evidence of Component 1 by completing a task set by the centre based on the pre-release materials. This piece of evidence must take candidates at least one hour to complete.</p> <p>If you choose to include written work as two pieces of evidence, based on Component 1, candidates could complete another task set by the centre for candidates to comment further on the two pre-release extracts. This piece of evidence must take candidates at least one hour to complete.</p> <p>For Component 2 each of these prepared performances counts as one substantial piece of evidence:</p> <ul style="list-style-type: none"> • individual performance • group performance • group devised piece. <p>Each prepared performance that you choose to include as a piece of evidence will consist of a film of a performing time of a maximum of 3 minutes for the individual performance, and of 3 to 5 minutes per candidate for any of the group performances. You should follow the timing guidelines shown in the syllabus. We expect that candidates would have spent at least one hour preparing for each performance.</p> <p>You will need to submit the <i>Individual Candidate Mark Sheets</i> and follow the usual practice of identifying each candidate before they start their performance. It is crucial that our examiners can clearly identify which candidate is playing which role in the film. However, you do not need to submit any marks, as the pieces of evidence will be marked by Cambridge examiners.</p>
0413/0995	Physical Education	<p>For Cambridge IGCSE Physical Education, if you are able to include the practical assessment objectives in your candidates' portfolios of evidence, you must include recorded evidence of the candidates' work for every candidate. This is because the work in the portfolio will be marked by our examiners. This is different from the exam route, where our moderation procedures require you to record the work of a sample of candidates only. Recorded evidence for each candidate could be of:</p> <ul style="list-style-type: none"> • the entire coursework component that meets the coursework guidelines • at least one practical activity for the component that meets the coursework guidelines • one or more teacher-set assignments for one or more physical activities that do not meet the coursework guidelines. This evidence could focus on skills or drill work and can be completed in line with local restrictions and regulations. <p>If you are not able to provide recorded evidence for any individual candidate for the coursework component, you should include three pieces of evidence for the written component for that candidate and explain why this is the case in the Rationale Document.</p>

Syllabus code	Subject	Syllabus-specific advice
0417/0983	ICT	Confidential source files for Cambridge IGCSE Information & Communication Technology (0417, 0983) are not pre-release materials. They are live exam materials and must stay confidential. Centres submitting portfolios of evidence should not attempt to download the November 2022 confidential source files or let candidates see them. Centres must not use the November 2022 confidential source files to produce pieces of work for their portfolios of evidence.
0445/0979	Design & Technology	There must be only three pieces of evidence in the portfolio. Providing the work produced is substantial, we can accept coursework that is not complete where this is because centres were ordered to close, preventing access to the facilities needed for practical work, or circumstances in which regulations prevented the work from taking place. You should explain this in the Rationale Document. The seven sections of the coursework count as a single piece of evidence because the entire coursework component counts as a single piece of evidence. The other two pieces of evidence should be based on Component 1 and your chosen optional written component.
0448	Pakistan Studies	The portfolio of evidence should cover as broad a range as possible of the assessment objectives and content of the syllabus. This means that at least one piece of evidence should cover the history and culture of Pakistan and at least one piece of evidence should cover the environment of Pakistan.
NEW 0457	Global Perspectives	<p>The types of work to be included among the three pieces of evidence are at your discretion. There is no requirement for the three pieces of evidence to be a direct match to the three components, but they should give a broad coverage of the syllabus and assessment objectives.</p> <p>Recorded evidence for each candidate could be of:</p> <ul style="list-style-type: none"> • 0457/01 – Past papers or mock exams • 0457/02 – The Individual Report (1500–2000) words and bibliography) • 0457/03 – Team Project – please note if you are submitting work from this component you must make sure the candidate has completed their Reflective Paper (based on the Team Project). Please make sure that any links to video material (should you submit it) are accessible.
0478/0984	Computer Science	<p>Past papers are one of the types of work that you might use in a candidate's portfolio of evidence. You should be aware that past papers and pre-release materials are widely available online and that your candidates may have seen the papers before. We expect you to think carefully about the tasks that you intend to use as evidence, and make sure that candidates cannot predict the likely content of the task. You should only use these past papers if the candidates do not know in advance, and cannot guess with any confidence, the content of the specific paper you set them and that you can authenticate the candidates' work.</p> <p>We appreciate this is more difficult when you are using pre-release material; however, you must make sure that candidates do not know which paper they will be sitting in advance.</p> <p>To help you do this, we recommend that you:</p> <ul style="list-style-type: none"> • anonymise the paper so that it is more difficult for candidates to

Syllabus code	Subject	Syllabus-specific advice
		<p>identify the paper you plan to use</p> <ul style="list-style-type: none"> • reduce the time you allow candidates between seeing the pre-release material and sitting the assessment • supervise all the preparation work candidates complete using the pre-release material – either in person or remotely.
0500/0524/0990	First Language English	<p>The types of work to be included among the three pieces of evidence are at your discretion. There is no requirement for the three pieces of evidence to be a direct match to the exam components in the syllabus. You can choose any three pieces of work which meet the criteria in this document, and which give broad coverage of the syllabus content and assessment objectives.</p> <p>Where the structure of the syllabus does not clearly translate into producing three pieces of evidence, you could provide evidence for one of the components in its entirety and then divide the work for the other component to create the two further pieces of evidence. Where you do this, each separate piece of work must take the candidate at least an hour to produce. For First Language English, this means you can:</p> <ul style="list-style-type: none"> • submit the entire coursework and use the tasks from the past question paper to produce two teacher-set assignments taking an hour each, OR • submit a completed past question paper and then use the individual coursework tasks as two teacher-set assignments taking an hour each, OR • submit a completed past question paper and then use the individual tasks from the other past question paper to produce two teacher-set assignments taking an hour each. <p>If you have entered for the Speaking and Listening component, you should note the guidance for <u>endorsed syllabuses</u>, as outlined above.</p>
NEW 0610, 0620, 0625	Biology, Chemistry, Physics	<p>Please refer to the advice on page 7 of this document about Core and Extended syllabus content.</p> <p>We expect each candidate's portfolio of evidence to include evidence of all three assessment objectives. If you have been unable to complete any aspect of the course, for example you have been unable to deliver the practical skills required for assessment objective 3, you should explain this clearly in your Rationale Document.</p>
0648	Food & Nutrition	<p>If you use a mock Practical Test (Component 2) as one of the pieces of evidence in the portfolio, the work that you submit to us should include the candidate's Preparation Sheets and colour photographs of the work. You should not include a Practical Test Working Mark Sheet or any marks, as the work will be marked by Cambridge examiners. The Method of working and some aspects of the Quality/Results will not be assessed in the portfolio of evidence route.</p> <p>You may already have applied to be exempted from completing Component 2 when preparing candidates for examination. If you are then moved to the portfolio of evidence and can provide evidence that covers content and/or assessment objectives for Component 2, then you should do so. Examples of this might include practical work completed earlier in the school year before a centre closure.</p>

Syllabus code	Subject	Syllabus-specific advice
		<p>If you are not able to carry out the full requirements of the practical work, you could include the Preparation Sheets from the Planning Session in the portfolio of evidence. This work will count as one piece of evidence.</p> <p>You should try to cover as broad a range as possible of the syllabus content and assessment objectives and, if possible, the portfolio should include some evidence of practical skills. However, we recognise that this might be impossible in some circumstances. You should explain this in the Rationale Document.</p>
0654/0973	Co-ordinated Science (Double award)	Our requirement for three pieces of evidence applies equally to this double award syllabus.

Cambridge O Level

Syllabus code	Subject	Syllabus-specific advice
NEW 1123	English Language	The three pieces of evidence should cover both Writing and Reading. However, you do not need to cover both skills within each individual piece of evidence. An individual piece of evidence can focus on just Writing or just Reading.
2059	Pakistan Studies	The portfolio of evidence should cover as broad a range as possible of the assessment objectives and content of the syllabus. This means that at least one piece of evidence should cover the history and culture of Pakistan and at least one piece of evidence should cover the environment of Pakistan.
NEW 2069	Global Perspectives	<p>The types of work to be included among the three pieces of evidence are at your discretion. There is no requirement for the three pieces of evidence to be a direct match to the three components, but they should give a broad coverage of the syllabus and assessment objectives.</p> <p>Recorded evidence for each candidate could be of:</p> <ul style="list-style-type: none"> • 2069/01 – Past papers or mock exams • 2069/02 – The Individual Report (1500-2000) words and bibliography) • 2069/03 – Team Project – please note if you are submitting work from this component you must make sure the candidate has completed their Reflective Paper (based on the Team Project). Please make sure that any links to video material (should you submit it) are accessible.
2210	Computer Science	<p>Past papers are one of the types of work that you might use in a candidate's portfolio of evidence. You should be aware that past papers and pre-release materials are widely available online and that your candidates may have seen the papers before. We expect you to think carefully about the tasks that you intend to use as evidence, and make sure that candidates cannot predict the likely content of the task. You should only use these past papers if the candidates do not know in advance, and cannot guess with any confidence, the content of the specific paper you set them and that you can authenticate the candidates' work.</p> <p>We appreciate this is more difficult when you are using pre-release material; however, you must make sure that candidates do not know which paper they will be sitting in advance.</p>

		<p>To help you do this, we recommend that you:</p> <ul style="list-style-type: none"> • anonymise the paper so that it is more difficult for candidates to identify the paper you plan to use • reduce the time you allow candidates between seeing the pre-release material and sitting the assessment • supervise all the preparation work candidates complete using the pre-release material – either in person or remotely.
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Cambridge International AS & A Level

Syllabus code	Subject	Syllabus-specific advice
9239	Global Perspectives & Research	<p>For A Level Global Perspectives, there is a single Component 4, the Cambridge Research Report, which is completed for the A Level. This component is the 'A2' component. For the A2 Level portfolio of evidence, you can submit a single piece of evidence. This single piece of evidence must comprise the full set of requirements stated in the syllabus for Component 4, Cambridge Research Report. Therefore, the single piece of evidence will consist of:</p> <ul style="list-style-type: none"> • the candidate's 5000-word Research Report • the candidate's research log • the Monitoring Form, completed by the teacher • the Oral Explanation Form, completed by the teacher. <p>For the AS portfolio of evidence, select three pieces of evidence from:</p> <ul style="list-style-type: none"> • 9239/01 – past exam papers or teacher-set tasks • 9239/02 – 2000-word essay + bibliography (in separate documents) • 9239/03 – Individual Report/Presentation Transcript + Reflective Paper (based on Team Project).
9396	Physical Education	<p>For AS Level Physical Education, candidates may complete one physical activity only from those listed in the syllabus as available for the component. Candidates should also complete an Action Plan.</p> <p>However, we realise that some candidates may not be in a position to complete a physical activity in line with coursework guidance for either Cambridge IGCSE or AS & A Level PE. In these cases, your candidates can complete a teacher-set assignment which meets the practical assessment objectives. These tasks should take the candidate at least an hour to complete and you should record the teacher-set activity as evidence for the portfolio. You must record each physical activity for every candidate, if you wish to use it as evidence in a candidate's portfolio.</p> <p>NEW If you are not able to provide recorded evidence for any individual candidate for the coursework component, you should include three pieces of evidence for the written component for that candidate and explain why this is the case in the Rationale Document.</p>
9479	Art & Design	<p>For the three pieces of evidence required at AS Level, we recommend you provide evidence for the coursework component (Component 1) in its entirety. For the externally set assignment (Component 2) you should divide the preparation work from the final outcome (8-hour test) to create the two further pieces of evidence. Where you do this, each separate piece of work must take the candidate at least an hour to produce.</p>

Syllabus code	Subject	Syllabus-specific advice
		The single component at A2 Level (Component 3) consists of two elements (written and practical) and you will need to submit three pieces of A2 evidence. You can submit the written analysis as one piece of evidence and you will need to submit the practical work as two separate pieces of evidence, providing they have taken at least an hour to complete.
9609	Business	<p>To collect three pieces of evidence for the A Level part of the qualification, you could use questions from different past papers to create three different tasks of at least one hour each. It is also acceptable to split a whole past paper into three one-hour tasks, for example:</p> <ul style="list-style-type: none"> • Task 1 = Questions 1 and 2 • Task 2 = Questions 3 and 4 • Task 3 = Questions 5 and 6 or Questions 5 and 7. <p>You could also use other types of evidence, as explained in the Types of evidence section of this guidance.</p>
9618	Computer Science	Confidential source files for Cambridge International AS & A Level Computer Science (9618) are not pre-release materials. They are live exam materials and must stay confidential. Centres should not attempt to download the November 2022 confidential source files or let candidates see them. Centres must not use the November 2022 confidential source files to produce pieces of work for their portfolio of evidence.
9626	Information Technology	Confidential source files for Cambridge International AS & A Level Information Technology (9626) are not pre-release materials. They are live exam materials and must stay confidential. Centres should not attempt to download the November 2022 confidential source files or let candidates see them. Centres must not use the November 2022 confidential source files to produce pieces of work for their portfolio of evidence.
9696	Geography	The portfolio of evidence should cover as broad a range as possible of the assessment objectives and content of the syllabus. This means that in both the AS Level portfolio of evidence and the A2 Level portfolio of evidence, at least one piece of evidence should cover physical geography and at least one piece of evidence should cover human geography.
NEW 9700, 9701, 9702	Biology, Chemistry, Physics	We expect each candidate's portfolio of evidence to include evidence of all three assessment objectives. If you have been unable to complete any aspect of the course, for example you have been unable to deliver the practical skills required for assessment objective 3, you should explain this clearly in your Rationale Document.
9706	Accounting	<p>To collect three pieces of evidence for the A Level part of the qualification, you could use questions from different past papers to create three different tasks of at least one hour each. It is also acceptable to split a whole past paper into three one-hour tasks, for example:</p> <ul style="list-style-type: none"> • Task 1 = Questions 1 and 2 (financial accounting) • Task 2 = Questions 3 and 4 (financial accounting) • Task 3 = Questions 5 and 6 (management accounting). <p>The evidence in each candidate's portfolio must include both financial and management accounting.</p>

Syllabus code	Subject	Syllabus-specific advice
		<p>To collect three pieces of evidence for the AS part of the qualification, you must not use Component 1 as this is a multiple-choice question paper. Therefore, you could use questions from one or more past papers from Component 2 to create three different tasks of at least one hour each, for example, you could create three one-hour tasks from two past papers.</p> <p>As with the A Level portfolio, the AS evidence must include both financial and management accounting.</p> <p>For both AS and A Level, you could also use other types of evidence, as explained in the Types of evidence section of this guidance.</p>
NEW 9715	Chinese	<p>The evidence in each candidate's portfolio must include evidence of Reading, Writing and Literature.</p> <p>Three pieces of evidence are required. This is a change from the requirements in June 2022.</p>

Cambridge IPQ

Syllabus code	Subject	Syllabus-specific advice
9980	CIPQ	<p>For Cambridge IPQ candidates, you can submit a single piece of evidence for the qualification. This single piece of evidence must comprise the full set of requirements stated in the syllabus for the Cambridge IPQ Research Report. Therefore, the single piece of evidence will consist of:</p> <ul style="list-style-type: none"> the candidate's 5000-word Research Report the candidate's research log.

Appendix C – Collecting evidence: syllabus-specific advice for AS & A Level Mathematics and Further Mathematics

9709 Mathematics

For Cambridge International A Level Mathematics, there are two components – Mechanics and Probability & Statistics 1 – that could be submitted as part of the AS Level portfolio of evidence or as part of the A2 Level portfolio of evidence.

For AS Level candidates, three pieces of evidence are required in the portfolio.

- The AS Level portfolio of evidence should include three pieces of evidence – at least one piece of evidence from Pure Mathematics 1 and at least one piece of evidence from any of the other AS Level components, depending on the entry option – Pure Mathematics 2 (AS-only option) or Mechanics or Probability & Statistics 1 as appropriate.

For staged route A Level candidates, three pieces of evidence for the A2 Level portfolio should be submitted. Candidates will carry forward credit for their AS Level result from within the previous 13 months.

For candidates carrying forward a result for an AS Level which includes Mechanics:

- The A2 Level portfolio of evidence should include three pieces of evidence – at least one piece of evidence from Pure Mathematics 3 and at least one piece of evidence from Probability & Statistics 1.

For candidates carrying forward a result for an AS Level which includes Probability & Statistics 1:

- The A2 Level portfolio of evidence should include three pieces of evidence – at least one piece of evidence from Pure Mathematics 3 and at least one piece of evidence from the fourth component, depending on the entry option – either Mechanics or Probability & Statistics 2 as appropriate.

For linear A Level candidates, the AS Level and A2 Level portfolios should, in combination, include evidence which covers four different components of the course:

- The AS Level portfolio of evidence should include three pieces of evidence – at least one piece of evidence from Pure Mathematics 1 and at least one piece of evidence from Probability & Statistics 1.
- The A2 Level portfolio of evidence should include three pieces of evidence – at least one piece of evidence from Pure Mathematics 3 and at least one piece of evidence from the fourth component, depending on the entry option – either Mechanics or Probability & Statistics 2 as appropriate.

The evidence requirements are summarised below.

	AS portfolio of evidence (three pieces of evidence required)	A2 portfolio of evidence (three pieces of evidence required)
AS Level candidates	Component 50: Pure Mathematics 1 Pure Mathematics 2 (AS-only option) OR Component 58: Pure Mathematics 1 Mechanics OR Component 59: Pure Mathematics 1 Probability & Statistics 1	N/A
A Level candidates taking a staged route and carrying forward an AS Level result for Pure Mathematics 1 and Mechanics	N/A	Component 68: Pure Mathematics 3 Probability & Statistics 1
A Level candidates taking a staged route and carrying forward an AS Level result for Pure Mathematics 1 and Probability & Statistics 1	N/A	Component 60: Pure Mathematics 3 Mechanics OR Component 69: Pure Mathematics 3 Probability & Statistics 2
A Level candidates taking a linear route	Component 59: Pure Mathematics 1 Probability & Statistics 1	Component 60: Pure Mathematics 3 Mechanics OR Component 69: Pure Mathematics 3 Probability & Statistics 2

You will be provided with more information about the option codes associated with these different possibilities at the point of submission of evidence after you have been moved to the portfolio of evidence route.

Some examples are given below to support centres in their decision-making:

- **Scenario 1:** The candidate has been entered for an AS Level. The AS Level portfolio of evidence should include at least one piece of evidence from Pure Mathematics 1 and at least one piece of evidence from Mechanics or Probability & Statistics 1 or Pure Mathematics 2 (AS-only option), depending on the entry option.
- **Scenario 2:** The candidate has been entered for a staged route. They already have an AS Level result based on Pure Mathematics 1 and Mechanics, and the staged route would be completed with Pure Mathematics 3 and Probability & Statistics 1. The A2 Level portfolio of evidence should include at least one piece of evidence from Pure Mathematics 3 and at least one piece of evidence from Probability & Statistics 1.
- **Scenario 3:** The candidate has been entered for a staged route. They already have an AS Level result based on Pure Mathematics 1 and Probability & Statistics 1, and

the staged route would be completed with Pure Mathematics 3 and Mechanics. The A2 Level portfolio of evidence should include at least one piece of evidence from Pure Mathematics 3 and at least one piece of evidence from Mechanics.

- **Scenario 4:** The candidate has been entered for a staged route. They already have an AS Level result based on Pure Mathematics 1 and Probability & Statistics 1, and the staged route would be completed with Pure Mathematics 3 and Probability & Statistics 2. The A2 Level portfolio of evidence should include at least one piece of evidence from Pure Mathematics 3 and at least one piece of evidence from Probability & Statistics 2.
- **Scenario 5:** The candidate has been entered for a linear route. The AS Level portfolio of evidence should include at least one piece of evidence from Pure Mathematics 1 and at least one piece of evidence from Probability & Statistics 1. The A2 Level portfolio of evidence should include at least one piece of evidence from Pure Mathematics 3 and at least one piece of evidence from either Mechanics or Probability & Statistics 2, depending on the entry option.

9231 Further Mathematics

For Cambridge International A Level Further Mathematics, there are two components – Further Mechanics and Further Probability & Statistics – that could be submitted as part of the AS Level portfolio of evidence or as part of the A2 Level portfolio of evidence.

For AS Level candidates, three pieces of evidence are required in the portfolio:

- The AS Level portfolio of evidence should include three pieces of evidence – at least one piece of evidence from Further Pure Mathematics 1 and at least one piece of evidence from the applied component depending on the entry option – Further Mechanics or Further Probability & Statistics, as appropriate.

For staged route A Level candidates, three pieces of evidence for the A2 Level portfolio should be submitted. Candidates will carry forward credit for their AS Level result from within the previous 13 months.

For candidates carrying forward a result for an AS Level which includes Further Probability & Statistics:

- The A2 Level portfolio of evidence should include three pieces of evidence – at least one piece of evidence from Further Mathematics 2 and at least one piece of evidence from Further Mechanics.

For candidates carrying forward a result for an AS Level which includes Further Mechanics:

- The A2 Level portfolio of evidence should include three pieces of evidence – at least one piece of evidence from Further Mathematics 2 and at least one piece of evidence from Further Probability & Statistics.

For linear A Level candidates, the AS Level and A2 Level portfolios should, in combination, include evidence which covers four different components of the course:

- The AS Level portfolio of evidence should include three pieces of evidence – at least one piece of evidence from Further Pure Mathematics 1 and at least one piece of evidence from Further Probability & Statistics.
- The A2 Level portfolio of evidence should include three pieces of evidence – at least one piece of evidence from Further Pure Mathematics 2 and at least one piece of evidence from Further Mechanics.

The evidence requirements are summarised below.

	AS portfolio of evidence (three pieces of evidence required)	A2 portfolio of evidence (three pieces of evidence required)
AS Level candidates	Component 50: Further Pure Mathematics 1 Further Mechanics OR Component 51: Further Pure Mathematics 1 Further Probability & Statistics	N/A

A Level candidates taking a staged route and carrying forward an AS Level result for Further Pure Mathematics 1 and Further Mechanics	N/A	Component 61: Further Pure Mathematics 2 Further Probability & Statistics
A Level candidates taking a staged route and carrying forward an AS Level result for Further Pure Mathematics 1 and Further Probability and Statistics	N/A	Component 60: Further Pure Mathematics 2 Further Mechanics
A Level candidates taking a linear route	Component 51: Further Pure Mathematics 1 Further Probability & Statistics	Component 60: Further Pure Mathematics 2 Further Mechanics

You will be provided with more information about the option codes associated with these different possibilities at the point of submission of evidence after you have been moved to the portfolio of evidence route.

Some examples are given below to support centres in their decision-making:

- **Scenario 1:** The candidate has been entered for an AS Level. The AS Level portfolio of evidence should include at least one piece of evidence from Further Pure Mathematics 1 and at least one piece of evidence from either Further Mechanics or from Further Probability & Statistics.
- **Scenario 2:** The candidate has been entered for a staged route. They already have an AS Level based on Further Pure Mathematics 1 and Further Mechanics, and the staged route would be completed with Further Pure Mathematics 2 and Further Probability & Statistics. The A2 Level portfolio of evidence should include at least one piece of evidence from Further Pure Mathematics 2 and at least one piece of evidence from Further Probability & Statistics.
- **Scenario 3:** The candidate has been entered for a staged route. They already have an AS Level based on Further Pure Mathematics 1 and Further Probability & Statistics, and the staged route would be completed with Further Pure Mathematics 2 and Further Mechanics. The A2 Level portfolio of evidence should include at least one piece of evidence from Further Pure Mathematics 2 and at least one piece of evidence from Further Mechanics.
- **Scenario 4:** The candidate has been entered for a linear route. The AS Level portfolio of evidence should include at least one piece of evidence from Further Pure Mathematics 1 and at least one piece of evidence from Further Probability and Statistics. The A2 Level portfolio of evidence should include at least one piece of evidence from Further Pure Mathematics 2 and at least one piece of evidence from Further Mechanics.