

Access Briefing 1 09/10

September 09: Grading Implementation

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Welcome Back

On behalf of all the staff at OCNSER, welcome back to another year. Implementing grading is perhaps the biggest issue facing Access teams across the region. This bulletin highlights the key support measures put into place by OCNSER as your AVA.

Grade Descriptors for L3 Access Units

The level 3 units in all Access Diplomas have had grades allocated to them by OCNSER. These were sent to Access Coordinators or other designated Access main contacts in each Access provider centre and we have received your feedback on them. They are also available on your centre's OCNSER Access Workspace area. Please use these as the definitive allocations for 2009-10. There will be an opportunity to review the allocation of grade descriptors at the end of this academic year in the light of their operation.

The grade descriptors to be used with each unit are contained within an Excel Spreadsheet for each centre which lists all of the units and indicates the allocated grade descriptors in columns next to the unit titles. As a result of the current limitations of our database, some units are listed more than once and the units are not organised by individual Access Diploma title. If you have any queries please contact David or Jan for further clarification.

OCNSER Grading Web Pages

We have developed a bank of resources to support centres with the implementation of grading for Access Diplomas at <http://www.ocnser.org.uk/access-to-higher-education/grading>. You will find a range of publications including those items listed below (click on link to call up the document):

[An OCNSER Guide to Grading](#)

This is a summary of the main elements of the QAA Grading Implementation Handbook with commentary and examples from OCNSER.

[The full QAA Grading Implementation Handbook](#)

(in pdf files). All eleven Parts of the handbook plus a Word format version of the actual grade descriptors and components for use in cutting and pasting into student assignment briefs.

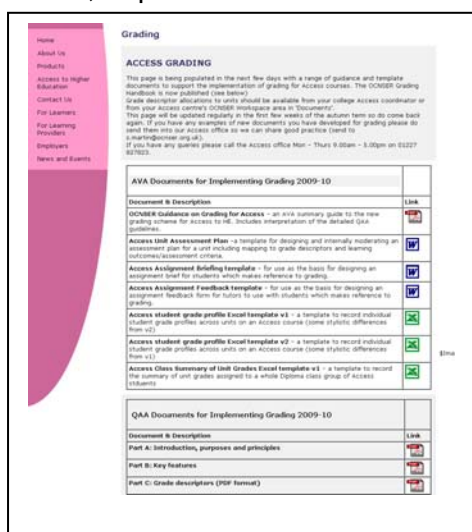
[QAA guidance to HE Admissions Staff](#)

This document sets out the QAA position of grading to HE Admissions staff. It advises HEIs on how to make offers to Access students using grading, as well as providing an overview of the grading system. Access staff might find this particularly helpful when advising students on what to expect during the HE application process.

[QAA Quick Guide to Grading for Access tutors](#)

This is a QAA summary of grading aimed at tutors implementing the scheme. It will be useful to have some of these printed out so that Access teams have an easy to use reference resource.

Click on the image (Ctrl + click) of the page below or the titles of the listed documents in blue, or paste the web address above into your browser to get the templates online.



Downloadable templates for;

- [Student Assignment Briefs](#),
 - [Unit Assessment Plans](#),
 - [Feedback to Student Forms](#),
 - ['Individual Student Grade Profile v1'](#) *
 - ['Individual Student Grade Profile v2'](#) *
 - ['Class Summary of Unit Grades' sheets](#) *
- (* the last 3 all in Excel format)

These templates are optional and they can be edited to meet the specific needs of your Access centre. If your centre has developed some templates or forms please send them in to Sue (s.martin@ocnser.org.uk) and we will post them on the grading page.

Free Staff Development on Grading for Access

AVA officers are available to visit your Access centre to meet staff and present a session on implementing grading. The session is free and lasts about 2 hours and includes an opportunity for questions and answers. A number of centres have already requested and had such visit. If your centre would like to take advantage of this free offer, please contact Sue at the OCNSER Access office.

OCNSER Access Contact Information

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