



International Study Programme: the development and administration of examinations

10-21 May 2010, Cambridge UK

Provisional programme

Welcome to the fifth annual International Study Programme: the development and administration of examinations. This two-week course, offered by the Cambridge Assessment Network Division, includes opportunities to visit the city of Cambridge, local schools, and a course dinner at one of the picturesque colleges of the University of Cambridge.

This provisional programme provides an outline of what you can expect during your two-week stay in Cambridge. It is meant to act as a guide only and the final programme for the 2010 course may change.

Your presenters and tutors

Each day, you will have a variety of speakers and presenters who will provide you with focused specialised input. They may be Cambridge Assessment staff, or they may be assessment professionals with experience of delivering seminars in assessment issues. You will also have two tutors who will work with you each day of the course dealing with your course queries and providing you with support. Your tutors will be Cambridge Assessment consultants.

Week One: Exam Development

- The purposes of assessment
- Test development principles and procedures
- Test development principles and procedures – the context and the test-taker
- Item writing, mark scheme development and test construction
- Pre-testing and item level data collection: uses of IRT and Rasch
- School-based assessment (Project & portfolio assessments)
- e-assessment: the implications of delivery and assessment modes
- Standard setting and maintaining
- Evaluation and analysis: reporting systems

Learning outcomes

At the end of Week One, you will have an enhanced understanding of the principles and practice of assessment design; you will have investigated the four cornerstones of assessment 'validity, reliability, impact and practicality'; you will have engaged with the demands of setting and maintaining standards and how technology can assist; you will have looked beyond the examination room to other types and modes of assessment and considered how they might be used in your context.

Monday 10 May

9.15	Welcome and formal introductions
9.30	Introduction to Cambridge Assessment How we got here! The evolving social & political scene and its effect on assessment
10.45	Coffee
11.00	Overview of the course Social events Participants introductions Presentations Readings and references
13.00	Lunch
14.00	Awarding bodies – the English context University of Cambridge International Examinations (CIE): an international assessment body
15.30	Introduction to resources: computers, etc Presentation preparation
16.30	End

Tuesday 11 May

9.00	Start
9.15	Principles of assessment – evidence based approach (fairness, impact, practicality, validity, reliability)
11.00	Walking tour of Cambridge (optional)
13.00	Lunch
14.00	Participants' presentations on their context and work
15.00	Coffee
15.15	OCR qualification development Principles and practice of specification design
16.30	Review Relating issues to participants' own contexts
17.00	End

Wednesday 12 May

9.00	Start
9.15	QPP processes (ESOL / OCR / CIE) Editing and review / readability etc Item writer recruitment and training (ESOL) Roles within QPP (OCR / CIE)
10.45	Coffee
11.00	Participants' presentations on their context and work
13.00	Lunch – visit to Group Archives (optional)
14.00	QPP processes (ESOL / OCR / CIE) Editing and review / readability etc Item writer recruitment and training (ESOL) Roles within QPP (OCR / CIE)
15.00	Coffee
15.15	How to get the paper right: issues in writing exam questions
17.00	End

**Thursday 13 May**

9.00	Start
9.15	The ESOL approach
10.45	Coffee
11.00	Discussion of item-banking for test construction and calibration
13.00	Lunch
14.00	QPP process from the Validation view, including pretesting analysis
15.15	Introduction to LIBS followed by a demonstration and discussion on uses of LIBS for test construction purposes
16.00	Review and discussion
17.00	End Punting trip (optional)

Friday 14 May

9.00	Start
9.15	Mark scheme issues
10.45	Coffee
11.00	Examiners: training, standardisation and monitoring
13.00	Lunch
14.00	Grading and grade review
15.30	Round up of week one
16.00	End

Week Two: Exam Administration

- Current developments in examining and assessment: UK and worldwide
- Test development principles and procedures: implications for logistics and administration
- Developing public policy and planning
- Types and modes of assessment – from the question paper to the portfolio
- Managing the delivery of examinations – virtual and physical modes
- Stakeholder relations: feedback and support

Learning outcomes

At the end of Week Two, you will have an enhanced understanding of the relationship between the principles and practice of assessment design, as they affect public examinations; you will have looked beyond the examination room to other types and modes of assessment and considered how they might be used in your context; you will have learned about developments in public examinations in other contexts and considered how they might apply to your situation; you will have investigated the impact and practicalities of different types and modes of delivery; you will have considered the role and responsibilities of a public examinations provider in today's society.

Monday 17 May

9.00	Welcome to Week Two
9.15	Trends in examining and assessment: <ul style="list-style-type: none"> • UK • Worldwide
10.45	Coffee
11.00	Public examinations: developing public policy and planning – the UK model
12.00	Assessment modes: <ul style="list-style-type: none"> • Teacher marked assessment • Coursework / controlled assessment • Formative assessment
13.00	Lunch
14.00	School-based assessment and moderation
15.15	Break
15.30	Public seminar: Formative assessment
17.00	End

Tuesday 18 May

9.00	Start
9.15	Exam administration 1: <ul style="list-style-type: none"> • Entries and registration • Use of ICT • Printing of entry forms etc
10.45	Coffee
11.00	Exam administration 2: <ul style="list-style-type: none"> • Centre registration • Centre inspection • Invigilation practices • Security
13.00	Lunch
14.00	School visit / DC10 visit
17.00	End

Wednesday 19 May

9.00	Start
9.15	Accessing assessments: Disability awareness and special arrangements for examinations
10.45	Coffee
11.00	e-assessment: an overview and some practical examples
12.30	e-assessment: SCORIS application used at Cambridge Assessment
13.00	Lunch
14.00	School visit / DC10 visit
17.00	End

Thursday 20 May

9.00	Start
9.15	Exam administration 3: <ul style="list-style-type: none"> • Malpractice and appeals
10.45	Coffee
11.00	Stakeholder relations: A UK awarding body approach
13.00	Lunch
14.00	Teacher Support in CIE
15.00	Coffee
15.15	Assessment for Learning
17.00	End
18.30	Course dinner



Friday 21 May

9.00	Start
9.15	Course review: The next steps – Time for a change? More of the same? What am I going to do next?
11.00	Coffee
11.15	An awarding body's role and responsibilities – regulation and accountability
12.30	Course evaluation Farewells
13.00	Lunch and depart