National Qualifications 2011

History Higher - Extended Essay

Notes of Guidance on Arrangements for Writing of the Extended Essay

1 Introduction

The examination in History Higher includes as one component of the assessment scheme an externally assessed Extended Essay, details of which are provided in the Arrangements issued to centres in January 2009. The Extended Essay, which is to be on **an issue drawn from the course content for Paper I or Paper II of the examination**, aims to encourage individual learning by allowing candidates to research, plan and write **independently** an essay on an issue of their choice. The Extended Essay will be assessed in accordance with the grade descriptions in the marking scheme published on the SQA website.

2 Essay Plans

2 1 With each candidate's Essay and Plan, candidates must declare that they have produced the plan and essay themselves. While it is recognised that several candidates within a centre may tackle a particular topic, the essay titles should be different (eg by varying an isolated factor) and the order of paragraphs and the quotes used are expected to differ. Centres should therefore note:

- **It is not permissible to have worked from a group/class plan.**
- **It is not permissible to have worked from a plan produced by the teacher/ lecturer.**
- **It is not permissible to use as a plan a marking scheme from a past SQA question paper.**

When one or more of the above practices are considered to have been detected by the SQA they will be subject to either the deduction of marks from those awarded to the Extended Essay or the marks for the component as a whole being disallowed.

Candidates should be informed in advance of any planning of their essay of the potentially serious consequences of infringement of any of these conditions.

2 2 Marks can only be awarded where a candidate's Extended Essay relates to an issue drawn from the course content for Paper I or Paper II. Where the issue lies outwith the syllabus, points will be credited where possible but it is highly unlikely that such a piece of work will meet even the D criteria for Structure or Argument.

2 3 Centres should also note that a penalty of up to ten marks will be deducted where:

- no Essay Plan is submitted
- the Essay Plan exceeds the stated maximum of 200 words
- the Essay Plan contains scored out words.

It is permissible, and even desirable, that Essay Plans be word-processed.

3 Arrangements

3 1 *Preparation*

It should be noted that:

a work on the Essay may be initiated at any stage in the course, although it is suggested that most of the first term at least will be required to familiarise candidates with the themes and topics of the course so that they can select an appropriate issue;

b discussion of the issue with the teacher should be encouraged in order to clarify aspects of it where necessary;

c candidates may ask for any assistance or guidance they require in the course of their planning and research, subject to the conditions set out in section 2 above.

Prior to the writing-up session, it is recommended candidates should be allowed a total of eight hours' class time during the course in which to research the chosen issue. Thereafter, they should prepare an outline plan of not more than 200 words, set out on the Plan pro forma, to take into the writing-up session. When the Plan pro forma is issued to candidates, their attention should be drawn to the note on the reverse, that **marks - up to a maximum of ten - will be deducted if their Plans are longer than 200 words**.

While candidates should have been encouraged to negotiate with the teacher on the choice of issue and appropriate sources, and the teacher should have annotated the plan as necessary to assist in this process (with clear indication of such teacher input), **it is essential that the Extended Essay is written up without assistance**.

Centres are responsible for providing candidates with a supply of A4 lined paper on which the Essay will be written.

3 2 *Writing-up Session*

Detailed arrangements for the timetabling of the formal writing-up session and for the supervision of candidates during this are a matter for each centre and should be negotiated between the History Department and the Head of Centre. However, the following conditions relating to the writing-up session, of which candidates should be advised in advance, are mandatory:

a a single, continuous period of up to two hours is to be allowed for the writing of the Extended Essay;

b during the writing-up session no assistance may be given to candidates - the Extended Essay must represent the candidate's own work;

c no material other than the Plan pro forma may be taken into the writing-up session;

d the plan should not contain scored out words; these will count towards the total, and may incur a penalty.

e no additional writing or notes may be made on the Plan pro forma in the course of the writing-up session;

f all work done during the writing-up session, as well as the Plan pro forma, must be handed in at the end of the session.

Particular care should be taken to ensure that candidates are fully aware of sub-paragraph c. Although not subject to the formal timetabling and Invigilation arrangements the writing-up session is subject to the normal examination room requirements as set out in *Conditions and Arrangements*. Any irregularities in this respect should be the subject of a report to SQA and candidates should be informed in advance of the writing-up session of the potentially serious consequences of infringement of any of these conditions.