



To: Authorities of Post-Primary Schools

S96/18

**JUNIOR CERTIFICATE EXAMINATION 2019
CIVIC, SOCIAL AND POLITICAL EDUCATION (CSPE)**

**REPORT ON ACTION PROJECT (RAP)
COURSE WORK ASSESSMENT BOOK (CWAB)**

This circular outlines arrangements for the presentation and assessment of the pro-forma answer books. It should be read in the context of circulars S68/08 and S69/04, which set out the policy and practice of the State Examinations Commission (SEC) in relation to the assessment of practical coursework in the certificate examinations. Copies of these circulars are available on the SEC website, www.examinations.ie.

Use of pro-forma answer books

Candidates submitting a RAP or CWAB in writing must submit it on the relevant pro-forma answer books provided by the State Examinations Commission. These are entitled Report on Action Project (RAP) and Course Work Assessment Book (CWAB). **ADDITIONAL BOOKLETS WILL ONLY BE ISSUED ON EMAIL REQUESTS TO projectbooklets@examinations.ie. NO ADDITIONAL BOOKLETS WILL ISSUE AFTER 31ST DECEMBER 2018.**

Please note, there are sample booklets available on our website which can be downloaded for **practice purposes** only, so, please ensure they are not used to submit work to the SEC or this work will be deemed invalid. To download go to www.examinations.ie/Examination Information Project, Practical Coursework and go to the section on CSPE.

Each candidate should submit only ONE RAP or ONE CWAB for examination.

Pro-forma answer books should be completed by 3rd May 2019. Candidates are requested not to submit additional material with the pro-forma books. Such additional material will not attract additional marks.

The school authorities must certify on the form P2, which will be provided by the SEC nearer to completion date, that the CWAB or RAP being submitted by the candidate is the individual's own work. CWABs and RAPs not supported by a P2 form will not be accepted for assessment. Teachers should monitor the progress of the candidates' work on a regular basis. Candidates **may** undertake Action Projects as a group. Please note, however, that **the writing up of the pro-forma answer book must be the candidate's individual work.**

Any incidence of suspected copying, improper assistance from another party, plagiarism, or procurement of pieces prepared by another party will be thoroughly investigated. Candidates should be advised of the penalties that may be applied under the Rules and Programme for Secondary Schools. Under these penalties candidates may lose the subject, lose the entire examination in all subjects, or be debarred from the Certificate Examinations in future years.

CWABs and RAPs should be retained by the school pending further instruction on arrangements for their assessment.

Please note that in keeping with all other examinations that have components completed outside the formal written examination, bonus marks will not be awarded to RAPs or CWABs completed in Irish.

ACTION PROJECT REQUIREMENTS

The Action Project

- should be based on one or more of the seven course concepts
- should reflect an awareness of human rights and social responsibility consistent with the perspective of CSPE
- should have an action component
- should enable and encourage the student
 - to engage/ communicate with other people or communities.
 - to practice the skills associated with Civic, Social and Political Education
 - to develop his/her knowledge and understanding of the subject of the action
- The Action Project should include a reflection and evaluation dimension

NB Please see Guidelines for Teachers, Section 4 - Action Project (available for download at www.education.ie), for further important details.

MARKS FOR CSPE

The maximum marks for CSPE will be 200. The maximum marks for the RAP/CWAB will be 120 and 80 for the written paper. The distribution of the marks for the three sections in the written paper will adhere closely to the distribution in previous years' examination papers. The format, layout and choice of questions in the written paper will be the same as in previous years. The examination will continue to be conducted at a common level and to consist of two parts:

Part 1 A terminal written examination (40%)

Part 2 Report on an Action Project **OR** Course-work Assessment Book (60%)

USE OF AUDIO/VIDEO CASSETTE, CD/DVD

Candidates who submit their RAP in the form of an audiocassette or CD or DVD are requested to use an unused cassette or CD or DVD. Candidates who submit their RAP on a videocassette are requested to use an unused standard VHS tape. A RAP submitted as an audio report, a video report or digital report should be between 4 and 6 minutes in length. Candidates who submit their RAP on an audiocassette/CD or a videocassette/DVD should not submit a written RAP. Candidates using the audio/video/ digital mode must use the headings given in the pro-forma answer books as follows:

- Audio Report (The student speaks his/her report into a previously non-recorded audio cassette tape/CD, using the headings from the pro-forma RAP booklet)
- Video/digital Report (The student speaks his/her report to camera, recorded onto a previously non-recorded VHS video cassette tape/DVD, using the headings from the pro-forma RAP booklet).

You are requested to bring this circular to the notice of the teachers and students concerned. This circular is also available on the website www.examinations.ie If you have any queries please contact the State Examinations Commission at extensions (090) 6442741, 6442742, 6442745.

Philip O'Connor
Executive Officer
November, 2018.