

Circular S/IF/16/22

March 2022

To: The Principals of Post-Primary Schools and Directors of Further and Higher Education Colleges

For circulation to: Heads of Language Departments and Examination Officers

OLA Languages

Introduction of eCandidate Record Sheets (eCRS)

For Summer 2022, centres will use eCRS to record and submit marks for all candidates for OLA Listening, Speaking, Reading and Writing components.

This will replace Sample Record Sheets for the Speaking Component, Centre Record Sheets, TAC1 and TAC2 forms used previously, however, we recommended that centres also keep a hard copy of candidates' marks for their records.

We recommend that centres continue to use the existing Sample Record Sheets to record the breakdown of marks during the Speaking tests, both for their own records and to facilitate the transcription of data into the eCandidate Record Sheets.

Examination Officers can register users to each entered level through the E-Moderation Admin application in CCEA's Central Login. Registered users will be able to access OLA eCandidate Record Sheets for the Summer 2022 series from 9am on Tuesday 3rd May 2022.

The closing date for eCRS marks submission for OLA is **Monday 6th June 2022 at 5pm**. OLA samples will also be collected on **Monday 6th June 2022** from 8.30am.

Further details and guidance is available for centres in the E-Moderation area of the CCEA website, under 'Forms, User Guides, Login'. Further information for teachers will also be included in the OLA Instructions to Teachers booklets, which will soon be available in the OLA subject areas of the CCEA website.

If you have any queries regarding the content of this circular please contact:

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