

**FSMQ Making Sense of Data 6983
Clarification on scaling incomplete portfolios**

- 1. Scaling penalties are listed in the specification for portfolios where 10, 8 and 6 items are completed. What penalty should be applied when an odd number of the items required has been completed?**

Candidates are being permitted one error- if they have 11 out of 12 elements, it would be mean to penalise them for incompleteness. So 11 tasks should be marked as complete; mark 9 as if 10 were present, mark 7 as if 8 were present, etc.

- 2. A student is penalised if their portfolio is incomplete and also if a spreadsheet is not included. If both apply, should the most stringent scaling be used or a composite scaling?**

The most stringent scaling is to be used ie either the spreadsheet scaling or the incomplete scaling, not both.

- 3. The specification states that two different situations must be used. If a candidate uses, for instance, only one situation in task 1 and two different situations in task 2, is the portfolio complete?**

Yes, because he has completed both elements but the first one is "not well done". You should not treat the portfolio as incomplete in this case but take it into account when judging the standard of the task's execution.

- 4. If portfolios are incomplete, are students being penalised twice- once in the marking for the theme and then again when scaling down occurs?**

No. You should mark the best half of the portfolio and give a mark for the three themes based on this standard (as though all pieces were present); then apply the scaling for incompleteness.

With thanks to Kath McDonald for identifying the need for further clarification.