

# Notes and guidance: Requirements for recording and submitting performance evidence

## A-level Dance (7237)

### Introduction

This document is for A-level Dance (7237). We require centres to video record all learners' final performances for assessment and submit them to AQA for external moderation. Please be aware, if dances aren't recorded correctly, our moderators may be unable to moderate your marking of learner work. Enquiries about results (EARs) will be in reference to the recording given to the visiting examiner on the day of assessment.

These guidelines are provided to ensure your learners evidence of performance and choreography can be moderated effectively.

Please refer to [section 4.2 of the specification](#) for full details of the assessment tasks and centre responsibilities for administering the tasks.

Please read this document carefully so you'll be familiar with our recording requirements. If you have any questions please call 01483 437750 or email [aqadance@aqa.org.uk](mailto:aqadance@aqa.org.uk)

### Final recorded assessment

In extenuating circumstances where the assessment doesn't take place with a visit, learners must perform, record, and submit a single final assessment, which is the only version that will be accepted and evaluated. Multiple recordings and/or re-recordings are not permitted, and previous drafts or alternative versions must not be submitted.

## A-LEVEL DANCE – 7237/X

### REQUIREMENTS FOR RECORDING AND SUBMITTING PERFORMANCE EVIDENCE

#### Before you start recording

Centres should check that they obtained informed consent at the beginning of the course from parents/carers/guardians to use audio-visual of learners as assessment evidence.

Centres should adhere to the following guidelines to ensure sufficient quality:

- Test the camera and any accessories, such as microphones, by recording a small piece of video and playing it back.
- Use a tripod to stabilise the camera and position it from an audience perspective.
- Ensure that the space being used for filming is clear of furniture, equipment and other learners standing around the edges; these can obscure the overall view of the dancer or detract from the performance.
- Ensure the studio is well lit, with any direct light source behind the camera operator; where natural light floods in from windows behind the dancer, the recording will appear in silhouette; stage lighting or spotlights can also adversely affect the video quality.
- Ask learners to wear light coloured clothing where black curtains are the background; this should enable them to be seen clearly.

#### Identifying learners

- If the moderator is not completely certain of the identity of a learner, the work cannot be moderated.
- Before every dance, the learner must state their name and learner number and/or hold up a notice clearly showing their full name (as entered for the exam) and learner number close to the camera. The learner should then move to the start position whilst on camera to commence the performance.
- You must make a comprehensive and accurate running order of the learners' work. You must use the form(s), as appropriate, included in this document.

#### During recording

The final performance for assessment must be recorded with a single camera from an audience perspective and from start to finish and be unedited.

- Wherever possible, try to film the dance straight-on from the audience perspective. Evidence filmed from a side angle, or from behind the learner, might not be accepted for moderation.
- If a learner goes out of shot during the filming, the period they are not on screen cannot be included as part of the assessment.

## REQUIREMENTS FOR RECORDING AND SUBMITTING PERFORMANCE EVIDENCE

- Check that the camera is not set to go automatically to auto-focus during the performance as this can cause blurring on the recording, making assessment very difficult.
- Ensure that extraneous noise is kept to a minimum. It can affect learner performances and make it difficult to hear the soundtrack.
- Make sure that the person operating the camera knows the dance well. Familiarity with the work will enable the action to be followed and the frame zoomed to  $\frac{3}{4}$  full with the learner in the centre of the shot.
- Do not film the learner from some distance without the zoom facility being used as this will affect the ability to moderate expressive skills
- Keep filming for several seconds beyond the end of the dance.
- Avoid using a fixed position camera without an operator as learners may unintentionally disappear off camera.

### Format and media

We only accept work recorded on the following media:

- USB stick

**We will not accept work which has been recorded onto DVD, VHS cassette, Mini DV tapes or SD Cards.**

**Recording onto the wrong format may mean that we are unable to review learners' work if there are any EARs.**

### Changing format

If you've recorded work onto a format other than a USB stick, you will need to transfer it to one. There are several software packages that are able to do this, or you will need to find an AV technician to transfer it to a USB stick for you.

### After recording

Please label every USB stick with the appropriate information:

- Centre name
- Centre number
- Qualification component
- Number of candidates
- USB number (if multiple).

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REQUIREMENTS FOR RECORDING AND SUBMITTING PERFORMANCE EVIDENCE

### Special considerations

To ensure special considerations can be applied; it is advisable to record interim work, in case any learner is injured or unwell at the time of final assessment.

Please also refer to our [special consideration policy](#).

If you've any further, questions please call 01483 437750 or email [aqadance@aqa.org.uk](mailto:aqadance@aqa.org.uk).

**Please see the next page for record sheet.**

## Record sheet

## Learner running order for video recorded work

## A-level Dance (7237)

Component code: 7237/X

|                |  |           |  |      |  |
|----------------|--|-----------|--|------|--|
| Centre name:   |  |           |  |      |  |
| Centre number: |  | Exam year |  | Date |  |

[illegible]