



Coimisiún na Scrúduithe Stáit

State Examinations Commission

Corr na Madadh, Baile Átha Luain, Co. na hIarmhí

Cornamaddy, Athlone, Co. Westmeath

Telephone: +353-90-644 2741. Fax: +353-90-647 3080. Web: www.examinations.ie. E-mail: orals@examinations.ie

S92/19

To: The Management Authorities of Second Level Schools

Leaving Certificate History Coursework Leaving Certificate Geography Coursework

A supply of coursework completion booklets for these subjects have been dispatched to your school. The purpose of this circular is to:

1. Outline the arrangements for the completion and authentication of coursework in the case of both History and Geography for 2020.
2. Bring to your attention a change to the appearance of the completion booklets (History Research Study Report (RSR) and Geographical Investigation Reporting Booklet (GI)) to facilitate online marking of the booklets from 2020 onwards.
3. Bring to your attention new arrangements for the submission of the coursework booklets to the SEC to facilitate online marking.
4. Provide essential specific assessment information in relation the coursework in A. History and B. Geography.

1. General Information

a) Arrangements for the Completion of Coursework

Each candidate taking the subjects History and/or Geography should complete the relevant coursework completion booklet during the course of the current school year. The date for completion of Coursework booklets by candidates in the case of both Geography and History is **24th April 2020**.

The SEC does not provide practice booklets and will not provide additional booklets for this purpose. Specimen reporting booklets for both History and Geography are available on our website. These can be downloaded for practice purposes only. The specimen booklets must not be used to submit work to SEC. Such work will be deemed invalid. To download specimen booklets for practice purposes, go to the Examination Information/Project Practical Coursework section of www.examinations.ie.

Notify the SEC immediately if you believe that the supply of booklets, required for completion by students for final assessment, is insufficient. Applications for additional booklets should be made via email only to projectbooklets@examinations.ie on or before 20th December 2019. Applications will not be accepted after this date. The SEC reserves the right to follow up with schools if it believes additional booklets are being applied for without due cause.

b) Repeat Candidates

Candidates who are repeating the Leaving Certificate in History and/or Geography are required to sit both the written examination and submit new coursework material (which has not previously been submitted for assessment).

c) Answering through Irish

In keeping with other subjects, bonus marks for completion through Irish are available for the final written examination only. Bonus marks are not awarded in respect of any coursework completed in Irish.

d) Digital Versions

Digital versions of the coursework booklets are available, on request, for completion by candidates approved for the use of a Word Processor in the certificate examinations on grounds of their special educational needs.

Applications should only be made on behalf of candidates approved use of a word processor through the RACE scheme. Schools should email dcb@examinations.ie providing the candidate's details, name PPSN and date of birth. Once the SEC is satisfied as to the eligibility of the candidate, the digital version will issue by e-mail.

The digital version is for use by eligible candidates only and its use by ineligible candidates may constitute a breach of regulations.

e) Arrangements for the Authentication of Coursework

The writing up of the reporting booklet must be the individual work of each candidate. Completed booklets will be accepted for assessment only if the school authorities have certified on the relevant forms that they are the candidates' own unaided work. Teachers should monitor the progress of the candidates' work on a regular basis.

Coursework must be authenticated both by the class teacher and school principal. The role of the class teacher and the school authority is to safeguard inter-candidate equity and to ensure that each candidate is responsible for his/her own work.

The authentication process is designed to ensure that the Geographical Investigation Report and the History Research Study Report are the candidates' own work, completed under the supervision of the class teacher, in full compliance with Coursework regulations and requirements as set out in circulars S69/04 and S68/08 which are published on www.examinations.ie.

Detailed information in relation to the authentication of Coursework including the consequences of submitting invalid Coursework are set out in the above-mentioned circulars.

2. Arrangements for the submission of the Geographical Investigation Reporting Booklet (GI) and the History Research Study Report (RSR) to the SEC

For the 2020 examinations and onwards, the Geographical Investigation Reporting Booklets and the History Research Study Reports must be submitted to the SEC following the completion date. They will no longer be retained in schools until the date of the written examinations in these subjects in June.

**The completion date for the coursework in both subjects is 24th April 2020.
Completed coursework must be submitted to the SEC on or before 1st May 2020.**

The SEC will issue a further communication to schools about the return of Coursework booklets in advance of the completion date. The next communication will also include the materials required to facilitate the authentication process which will include the candidate and school authentication forms (Form P2) and procedures for reporting invalid coursework (Form P20 process).

3. Change to the Appearance of the History and Geography Reporting Booklets for 2020

The SEC is extending online marking to the written papers and the coursework components in Leaving Certificate History and Geography from 2020. (Other subjects will be marked online in 2020 and further information will issue for the attention of schools and candidates later in the school year.) This is part of a phased implementation of online marking by the SEC which will see online marking extended to all Leaving Certificate and Junior Cycle subjects by 2022.

To facilitate online marking, the front cover of the History and Geography coursework booklets now contain a field for candidates to insert their Day and Month of birth as well as their Examination Number to identify their work. The presence of these four extra digits provides added assurance in the validation of examination numbers. Teachers and candidates will also notice the presence of barcodes and L shaped marks on the front cover and on all other pages. The inner margins of the booklets have also been hatched out to prevent writing. These added features facilitate the scanning of the RSR/GI in preparation for online marking.

The use of colour and pencil is restricted to graphs, sketches and diagrams etc. The remainder of the booklet should be completed in blue or black pen. Fluorescent markers and tippex should not be used. In order that they receive credit for their work, candidates should be instructed to complete the booklets only as described and not to write on or otherwise interfere with the bar codes or the other the scanning features.

Candidates are advised to use a file folder or card wallet to protect the booklet during completion in advance of return to the SEC.

4. Subject Specific Information

See essential subject specific assessment information in Appendix A - History and Appendix B - Geography.

Please bring this circular to the attention of all teachers of Leaving Certificate History and Geography in your school. If you have any queries please contact the State Examinations Commission at 090 644 2741/42/52.

Robert Cornally,
Acting Higher Executive Officer
December 2019

History – Research Study Report

History Syllabus

A revised syllabus for Leaving Certificate History was introduced in September 2004 and was examined for the first time, in the Leaving Certificate examination of 2006.

Assessment arrangements are outlined in the *Leaving Certificate History Syllabus* and the accompanying *Guidelines for Teachers* which issued from the Department of Education and Skills in 2004. There are two assessment components at both Ordinary Level and Higher Level:

- (i) A report on the research study, with a mark allocation of 20%
- (ii) A terminal examination, with a mark allocation of 80%

Candidates and teachers should consult the *Leaving Certificate History Syllabus* and *Guidelines for Teachers* for the general principles pertaining to the research study and advice on the preparation and presentation of the RSR.

Completing the Reporting Booklet

Under the direction of their teacher, candidates should choose a subject of historical significance for their research study. It should be noted that, in view of the historical periods covered by the syllabus (i.e.: up to and including 1993 in the case of Ireland and up to and including 1992 in the case of Europe and the wider world), marks will not be awarded in the RSR for historical content more recent than 1993 in the case of Ireland or 1992 in the case of Europe and the wider world.

With regard to the length of the Extended Essay in the RSR, the following ranges will be deemed appropriate:

- Higher Level: 1200-1500 words
- Ordinary Level: 600-800 words.

N.B. Material on the Outline Plan and the Evaluation of the Sources should be written on the appropriate pages. Marks will not be awarded for such material written elsewhere on the booklet.

- *Outline Plan* will define and justify the proposed subject of study, identifying the aims, intended approach and sources to be consulted (15 marks).
- *Evaluation of Sources* will indicate the relevance of the sources to the subject of the study and comment on their strengths and weaknesses (25 marks).
- *Extended Essay* will relate the results of the research in the form of a historical essay and review how the research process fulfilled the Outline Plan (60 marks).

Where candidates are citing written sources, they should give the author's name, the title of the book or article, and the name of the publisher and date of publication. Where candidates wish to refer to an internet site, there should be enough accurate detail to enable the examiner to authenticate the reference. It is recommended that they should supply the author's name, the title of the page or article, the date it was written (if available), the website address or URL and the date on which the material was read or downloaded.

Geography – Geographical Investigation

Geography Syllabus

A revised syllabus for Leaving Certificate Geography was introduced in September 2004. The revised syllabus was examined for the first time in 2006. Assessment in the subject features two components at both Ordinary and Higher Levels, as follows:

- (i) Practical coursework – the Geographical Investigation Report (20% of the total available marks)
- (ii) A Final, Written Examination (80% of the total available marks).

List of Prescribed Topics for the 2020 Leaving Certificate Geography examination

The List of Prescribed Topics for candidates sitting the Leaving Certificate Geography examination in 2020 was circulated to schools in October 2018. The topics are also available on the Commission's website under the Project/Practical Coursework section.

Completing the Reporting Booklet

Each candidate should submit only one Reporting Booklet, reporting an investigation on one of the prescribed topics for 2020.

The structure and headings given in the Reporting Booklet are intended to enable candidates to present their work in a clear, concise and structured way. Candidates are expected to use the headings precisely as provided. Failure to do so will result in a loss of marks.

It is recognised that the field-based work in a Geographical Investigation may be undertaken in groups. However, the report must, in every case, be the candidate's own work and the candidate's own individual contribution must be clearly identified in the booklet. It is the responsibility of each candidate in the group to ensure that his/her own individual contribution is clearly identified in the booklet.

The attention of teachers and of candidates is drawn to the *Information for Candidates*, on pages 2 and 3 of the Reporting Booklet. It is the responsibility of each candidate to ensure that he/she reads and understands this information *before* commencing completion of the Reporting Booklet.

In particular, it is emphasised, that extra material – paper or otherwise should not be included with the Reporting Booklet as it will not be scanned. Examiners will mark only what is presented on the pages of the Reporting Booklet itself. This stipulation is made because of the Commission's concern that such material might become detached and lost, resulting in a possible loss of marks.

List of Prescribed Topics 2021

The list of Prescribed Topics for candidates sitting the 2021 examination is enclosed.