



Glorifying God, Edifying People 崇聖敬道 榮神益人

2017-2018 Circular to Parents (71B)

Matters on the Mark Input and Submission Schedule of S6 School-based Assessment

21st November, 2017

To our dearest parents,

Our school would like to remind you and your child of the assessment criteria of School-based Assessment for each subject. According to the regulations set by the Hong Kong Examinations and Assessment Authority (HKEAA), the calculation of marks for HKDSE includes two components, the public examination and School-based Assessment (SBA). School-based Assessment (SBA) is an assessment carried out by school with students being assessed by their own subject teachers. The requirements and submission schedule for each subject are as follows:

Subject	Weighting of SBA	Assessment Requirements	S6 Assessment Requirements
English Language (ENG)	15%	Speaking <ul style="list-style-type: none">• Individual Response• Group Interaction	One score
Chinese Language (CHI)	20%	<ul style="list-style-type: none">• Reading activities• Elective module	One score One score
Liberal Studies (LS)	20%	Independent Enquiry Study (IES) <ul style="list-style-type: none">• Problem Definition and Identification of Concepts / Knowledge• Explanation and Justification• Presentation and Organisation• Initiative	One score One score One score One score
Biology (BIO)	20%	Practical related task: <ul style="list-style-type: none">• Ability Area A• Ability Area B	One score One score
Chemistry (CHEM)	20%	Practical related task: <ul style="list-style-type: none">• Experiments	Two scores
Physics (PHY)	20%	Practical related task: <ul style="list-style-type: none">• Other Experiments	Two scores
Chinese History (CHIST)	20%	Written assignments	One score
Information and Communication Technology (ICT)	20%	Project related task: <ul style="list-style-type: none">• Design and Implementation• Testing and Evaluation	One score One score
Visual Arts (VA)	50%	<ul style="list-style-type: none">• Research workbook of one theme• Artwork in digital image	One score One score

Month/Year	Subject	SBA assignments requirements
Sep 2017	CHI	The counting for reading activities (breadth)
	ICT	Finalization of Design and Implementation
	VA	All artwork, research workbook and digital images have been completed
Oct 2017	ENG	4 th SBA
	CHEM	1 st Experiment
	ICT	Draft of Testing and Conclusion
Nov 2017	ENG	5 th SBA
	PHY	1 Experiment
	BIO	2 Experiments and 1 report writing
	CHEM	1 Experiment
	ICT	Final report
Dec 2017	CHI	Tailor-made module: ‘Applied Writing’
	PHY	1 Experiment
	CHEM	1 Experiment

All the marks of School-based Assessment are to be submitted by subject teachers in between January 2018 to March 2018 according to the guidelines given by HKEAA. Our school would notify students and parents before the SBA marks submission. Please pay attention to the following reminders:

1. The marks submitted by the school will not be the finalized marks of SBA section. To ensure the comparability of marks of corresponding subject, the HKEAA makes use of various methods for moderating assessments submitted by schools. During the moderation process, students’ SBA marks may be adjusted but the rank order determined by the school will remain unchanged.
2. Parents please sign to confirm the marks of your child according to the guidelines.
3. Should you have any queries on the assessment results, please inquire subject teacher once the results received within three days. If students need to ask for appeal, they need to provide valid reasons and submit the application letter to the subject teacher within three days once the results received.
4. To ensure the originality of students’ work, each senior form student has to sign the Student Declaration Form for School-based Assessment (Attachment 1) for school record in the period of School-based Assessment in a school year.
5. Parents who would like to know more about the details on School-based Assessment and the requirements of each subject, please find the information on the HKEAA website <http://www.hkeaa.edu.hk/tc/sba/> or contact the subject teacher at 23720033.

In the Lord’s Service

Li Pak Hung PhD
Principal
ECF Saint Too Canaan College

Reply Slip

Matters on the Mark Input and Submission Schedule of S6 School-based Assessment

Dear Principal,

I acknowledge the receipt of Circular to Parents (71B) regarding the mark input and submission schedule of S6 School-based Assessment.

Parent's Signature : _____

Parent's Name : _____

Student's Name : _____

Class : _____ ()

Date : _____

Hong Kong Diploma of Secondary Education Examination
Student Declaration Form for School-based Assessment (SBA)
Completed in the School Year 20__ - __

Notes:

1. This form should be signed by senior secondary students at the beginning of each school year in which SBA is undertaken. Only one form needs to be completed by each student.
2. The completed form should be retained by the school until the end of the public examination cycle.

School Name: Evangelize China Fellowship Saint Too Canaan College

Student's Name: _____

Class: _____ Class No: _____

Important Reminder to Students:

1. It is of utmost importance that academic honesty is maintained in SBA. Students are forbidden to indulge in any malpractice when completing their assessments.
2. Student can make reference to sources but must not plagiarise when completing their work. They should write in their own words and should not simply copy others' words or ideas and present them as their own. If necessary, they can quote or make reference to something written by another author in their work, as long as they ensure that these quotes or references are identified and the sources properly acknowledged.
3. Students are advised not to quote excessively in their work, as this would mean that they themselves could only make a minimal contribution to that piece of work and consequently they would be likely to get low marks from their teacher.
4. Students can make reference to the booklet "*HKDSE Information on School-based Assessment*", (<http://www.hkeaa.edu.hk/en/sba/>). Some examples on how to quote and acknowledge sources properly are provided in the booklet.
5. Students will be subject to severe penalties for proven plagiarism. The HKDSE Examination Regulations stipulate that a candidate may be liable to disqualification from the subject concerned or the whole of the Examination, or suffer a mark or grade penalty for breaching the Regulations.

I certify that I have read the above Reminder and declare that:

- All SBA tasks/assignments to be completed for all subjects in this school year will be my own work.
- My SBA work will not include any materials which have been copied from other sources without acknowledgement.
- I am responsible for ensuring that the work produced is my own and will bear the consequences of committing plagiarism or other malpractice in SBA.

Student's signature: _____ Date: _____