

HKDSE Physics and CS (Physics) SBA Annual Conference

2 Nov 2013



- HKDSE SBA moderation results
- 2014 + 2015 SBA requirements
- Plagiarism handling procedures

HKDSE SBA moderation

Paper	Candidature	No. of Schools
Physics	14087	440
CS (Phy)	2946	170

Moderation	Physics	CS (Phy)
Marks slightly higher than expected (6 – 11% Difference)	25.4% (4.8% larger diff.)	24.1% (6.5% larger diff.)
Marks within the expected range (<6% Difference)	57.5%	54.1%
Marks slightly lower than expected (6 – 11% Difference)	17.1% (4.1% larger diff.)	21.8% (8.8% larger diff.)

For those higher or lower than expected, majority only deviate slightly from expected range

SBA work plan for 2013-14

• Submission requirements in 2013-14 (Ref: School circular in late Sept)

Month/Year	Events
2 Nov 2013	SBA annual conference
Sep 2013 – Jun 2014	S6 and S5 SBA activities to be conducted by schools
7 Jan – 28 Jan 2014	Online Submission of SBA marks, Student work samples, and ' <u>S5 and S6</u> Lists of experiments' for 2014 Exam (Use experiment list template provided at HKEAA website: $SBA \rightarrow DSE \rightarrow Elective \rightarrow Physics \rightarrow Forms$)
Mar – May 2014	Moderation of S6 SBA marks by the HKEAA
May – Jun 2014	Email 'S5 Lists of experiments for 2015 Exam' and 'Blank worksheets' to District Coordinator
Jul 2014	Release of 2014 HKDSE results
Sep – Oct 2014	Provision of feedback on the outcome of the SBA moderation of 2014 HKDSE to schools



S5 + S6 (2014 Exam and after) Requirements

_		Phy	/sics	CS (Physics)					
	S 5	1 Exp	ot (6%)	1 Expt (5%)					
	S6	1 Expt (6%)	1 IS/Expt* (8%)	1 Expt (5%)					

Note: Over the two years of S5 and S6, at least <u>two</u> marks for experiment (EXPT) and <u>one</u> mark for investigative study (IS) or an experiment with a detailed report (EXPT*).



On-line Mark Submission Screen --- Physics

	S5 (6%)				S6 (6%+8%)						
Student Name	Ε	Ε	Ε	Ε	Ε	Е	Ε	Ε	Ε	Ε	IS/E*

(Note: E = EXPT, IS/E* = IS or EXPT with a detailed report) Maximum mark per task : 20



Physics

In SBAS, system checks:
 At least 1 EXPT mark per student in S5
 At least 1 EXPT mark per student in S6
 1 IS/EXPT mark per student in S6

On-line Mark Submission Screen --- Combined Science (Physics)

	S5 (5%)				S6 (5%)					
Student Name	E	E	E	E	E	E	E	E	E	E

(Note: E = EXPT) Maximum mark per task : 20



Combined Science (Physics)

In SBAS, system checks:
 At least 1 EXPT mark per student in S5
 At least 1 EXPT mark per student in S6

Requirements for 2015 Exam (Same as 2014)

Please refer to 2015 SBA Teachers' Handbook.

HKEAA will inform schools requesting teachers to email to District Coordinators the '*List of Experiments Performed in S5*' and '*Blank worksheets for assessment*' at around May 2014.



Hong Kong Diploma of Secondary Education Examination

Revised Procedures in Handling SBA Plagiarism cases

October 2013

Background

- No major changes to how SBA is administered at schools
- Minor modifications to the procedures, with an aim to reiterate the important message to students about the proper conduct in SBA and to adopt a unified approach in handling plagiarism cases
- SBA continues to be an integral part of learning and teaching and its spirit upheld for the benefit of students

Preventing plagiarism in SBA

- Students to sign one declaration form (Annex 1) for ALL SUBJECTS at the beginning of each school year in which SBA is undertaken to declare proper conduct in SBA
- Schools to make necessary arrangement for each student to sign ONE form for ALL SUBJECTS. The form is available on the HKEAA website (http://www.hkeaa.edu.hk/en/sba/)
- SBA Information Leaflet to be distributed to all S4, S5 and S6 students via schools in Nov 2013



Handling of SBA plagiarism cases



Category	Method of handling				
Serious plagiarism cases (P cases): Serious cases in which nearly the whole or the whole	To be forwarded to the HKEAA for follow up				
SBA task/assignment is plagiarised, with very little or no contribution from the student.	- Task with "P" – zero mark - Down ONE Level				
Other plagiarism cases: Less serious cases, including	To be handled by schools				
 minor infringement identified in students' SBA work, or part of the student's SBA work copied from source(s) without proper acknowledgement, but the student has made some contribution to the work. 	- Zero mark for the task or only award the part done by the student				

Procedures in Handling P cases

- Schools should submit a report on the P cases identified, together with the plagiarised work, to the HKEAA for follow-up AFTER the completion of mark submission in S6
- Both the report and the plagiarised work should be submitted to the SBA Team of the HKEAA, but NOT through the online mark submission system
- The report should record details of the case and be submitted with relevant documents. Report template (**Annex 2**) is available on the HKEAA website (http://www.hkeaa.edu.hk/en/sba/)
- When submitting the SBA marks to the HKEAA, schools should indicate "P" in the relevant task mark for the student concerned

Procedures in Handling P cases

- These P cases will be deliberated by the HKEAA's Standing Committee
- For proven cases, a recommendation will be made to the Public Examinations Board (PEB) for their consideration
- The PEB will decide on the penalty to be imposed in accordance with the Board's guidelines on handling examination irregularities

Procedures in Handling P cases

- The levels of penalty to be imposed for proven P cases are as follows:
 - Zero marks will be given to the task in which serious plagiarism is proven. In addition, a penalty of downgrade by one level will be imposed in the subject concerned
 - For extreme cases, e.g. repeated offence of plagiarism, candidates may be subject to disqualification from the subject(s) concerned or the whole examination

Procedures in Handling Other Plagiarism Cases

- Other less serious cases are to be dealt with by the school
- These cases need not be reported to the HKEAA for follow-up. However, schools should keep a proper record of such cases
- In marking students' work, any proven plagiarised material should be disregarded and any marks awarded should be based on the students' own work only

Procedures in Handling Other Plagiarism Cases

- For proven cases, schools should impose appropriate penalty in accordance with the school regulations and the HKEAA guidelines, taking into consideration the seriousness of the offence. This may include:
 - Issuing a warning letter to the students (e.g. for minor offence due to negligence or committed at the initial stage of the assessment)
 - Deducting marks or awarding zero marks for the task concerned

Procedures in Handling Other Plagiarism Cases

- The following reference documents will be uploaded to the HKEAA website for schools' reference in November 2013
 - 1. A template for schools to record the less serious cases, which may be adapted for internal record keeping
 - 2. Some typical examples of suspected plagiarism cases and how they should be handled

Plagiarism Cases Identified by the HKEAA

- Suspected plagiarism cases identified during moderation of SBA marks and review of samples of student work will be handled in a consistent manner as those identified by schools
- Schools will be required to follow up on any suspected cases identified. Both P cases and other less serious cases will be handled following similar procedures as stipulated above

References and Supporting Documents (http://www.hkeaa.edu.hk/en/sba/)

- Revised Handbook for School Leaders on SBA: hardcopy to be distributed to schools in Nov 2013
- SBA Teachers' Handbooks for 2014 and 2015 exam: available on the HKEAA website
- SBA Information Leaflet: hardcopy to be distributed to schools in Nov 2013
- Student Declaration Form
- Report Template for P cases
- Template for recording less serious cases and examples of suspected plagiarism cases: available by Nov 2013

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

Notes:

- 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:

Student's Name:

Class:

Class No:

Important Reminder to Students:

- 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.
- 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.
- 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.
- 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.

Annex 1

Hong Kong Diploma of Secondary Education Examination

- 1. Details of serious plagiarism cases (P cases) are to be recorded in this report, which should be submitted to the HKEAA for follow-up after the completion of the mark submission in S6, together with relevant documents.
- 2. When submitting the SBA marks to the HKEAA, schools should put "P" in the relevant mark box for the student concerned.

School Name:

Student's Name: Class;

Candidate No.: Class No .:

Subject:

Case Summary

	Details / Remarks
Task/assignment involved	
Date of completion of the task/assignment	
Irregularities identified	(Please tick as appropriate) Nearly the whole task/assignment is plagiarised The whole task/assignment is plagiarised Others (please specify):
Documentation	The following documents are submitted as evidence: The SBA task/assignment The student's work, with the plagiarised part(s) highlighted The source material(s) from which the unacknowledged work is copied Others (<i>please specify</i>):
Follow-up actions taken	Student was interviewed on(Date) and informed about the submission of this report to the HKEAA. Others (<i>please specify</i>):

Contact Person

Name: Post Telephone No.:

Signature of Subject Teacher

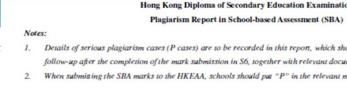
Signature of Principal

School seal

Name of Subject Teacher

Name of Principal

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Thank you