8   DiDA Qualifications

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8   DiDA Qualifications (including CiDA NG)

1   Administrative arrangements

1.1   DiDA suite of qualifications

The legacy DiDA suite of qualifications is being withdrawn at the end of the academic year 2013/14. The final date to register candidates for these qualifications is 21 October 2013. The final assessment session is June 2014.

The DiDA qualifications are being replaced by the CiDA NG qualification, which is available for first assessment in January and June 2014.

2   Administrative arrangements

2.1   Legacy DiDA registration deadlines

Candidates starting a DiDA (Diploma in Digital Applications) qualifications course must first be registered in order that unit entries can be made for them.

For candidates not already registered on the legacy suite of DiDA qualifications, the final date for registrations is 21 October 2013. Please be aware that the final assessment session is June 2014. Therefore any new candidates registered for the legacy course must be completing the course in one year.

2.2   CiDA NG registration deadlines

Candidates starting the CIDA NG qualification must first be registered in order that unit entries can be made for them. For candidates intending to submit units in the January 2014 examination series, registration must be completed between 1 September and 21 October 2013. For all other September 2013 starters, registration must be made between 1 September and 15 November 2013.

2.3   Entry deadlines and results

Please see the Key Dates section of this manual for entry and results dates, and the certification and centre mark submission dates. The Key Dates section also includes details of when EDI basedata and Edexcel Online is available for the submission of entries.

2.4   Retention of certificates

It is no longer necessary to return uncollected certificates to Pearson. They can be destroyed (in a confidential manner) after retention for a period of no less than 12 months.

3   Technical requirements

3.1   Workstation specifications

It is the responsibility of centres to ensure that their IT systems meet the technical requirements of the qualification.

3.2   Software

Candidate eportfolios must be viewable by software documented in the Moderator's Toolkit.
Legacy DiDA toolkit: http://www.edexcel.com/dida-toolkit.
CiDA NG toolkit: http://www.edexcel.com/cida-toolkit

3.3   Security and backups

It is the responsibility of the centre to keep candidates' work secure. Centres are strongly advised to utilise virus-checking software and to employ an effective backup strategy, so that an up-to-date archive of candidates' data is maintained.

No special consideration will be given to any candidate whose work is lost or destroyed as a consequence of inadequate centre security/backup procedures.

4   Registration and entry procedures

For guidance on how to make registrations and entries using Edexcel Online or EDI and for information on fees, results and certification please refer to our website www.edexcel.com/iwantto/Pages/exam-assessment-support.aspx

5   Centre consortium arrangements

Edexcel must be informed of centres with joint teaching arrangements so that the candidates for each unit can be treated as a single group during moderation.

In cases where candidates from different centres have been taught together, form JCQ/CCA should be submitted to Edexcel to indicate that the centres wish to be treated as a consortium.

Further details concerning centre consortium arrangements can be found in a notice to centres, JCQ/CCA 'Application for Centre Arrangements for centre assessed work', issued by the Joint Council for Qualifications.

6   Submitting marks and eportfolios

6.1   Mark submission

Centres must submit candidates' unit marks electronically using Edexcel Online or EDI.

To submit marks using Edexcel Online, the relevant centre user must be given access. This should be specified by the administrator at the centre responsible for creating new centre accounts. Further information can be found on Edexcel Online.

Whilst it is possible to submit marks via EDI, centres must use Edexcel Online to check their moderator and sample details, and to enter Summative Project Brief (SPB) information against candidate marks. Without the submission of SPB information along with mark information candidates cannot receive a grade.

6.2   Identification of the sample

The sample of work required for moderation is notified via the Edexcel Online system. It is available several weeks prior to the submission of marks. For further information, please refer to the document 'Moderation of ePortfolios – Guidance for Centres' located on the DiDA section of the Edexcel website (http://www.edexcel.com/dida-moderation). A similar document will be published for CiDA NG in September 2014.

6.3   eportfolio submission

Candidates must present their project work in an eportfolio that conforms to the technical specification given in the Summative Project Brief (SPB). The eportfolio must be self-contained and constructed so that its contents can be accessed via the relevant Moderator's Toolkit.

Any eportfolios that do not adhere to the technical specification will not be moderated.

Those candidates' eportfolios that are selected for sampling must be sent to reach the moderator by the submission deadline.

Note that the sample submitted for moderation must include the highest and lowest marked candidates, and potentially other manually substituted work in certain circumstances. Please refer to detailed information in the document, 'Moderation of ePortfolios – Guidance for Centres' located on the DiDA section of the Edexcel website http://www.edexcel.com/dida-moderation.
A similar document will be published for CiDA NG in September 2014.

6.4   Online Support for Centre Assessors (OSCA)

OSCA provides centres with access to example eportfolios and commentaries for legacy DiDA units at each level. Teachers can see how to apply the assessment evidence grids prior to submitting work for formal moderation. OSCA also allows Edexcel to formally recognise good practice within centres.

For further information about OSCA please visit the 'I want to' pages of the Edexcel website at http://www.edexcel.com/osca.

7   DiDA Qualifications – registration, unit and cash-in codes

Notes: Candidates must be registered in order for them to be entered for units in DiDA qualifications.

Registration code	Registration title
GADA	Award in Digital Applications (1 unit registration)
GCDA	Certificate in Digital Applications (2 unit registration)
GEDA	Extended Certificate in Digital Applications (3 unit registration)
GDDA	Diploma in Digital Applications (4 unit registration)

To be eligible for the specification cash-in codes (award claims) listed below, candidates must be entered for, or have banked under their UCI, the units listed below.

			Specification		Availability	
Cash-ins	QCA Classification code	QAN	Qualification title	Units required to be eligible	Jan	June
GA1DA	0010	10053220	Award in Digital Applications Level 1	D101	Yes	Yes
GA2DA	0010	10053256	Award in Digital Applications Level 2	D201	Yes	Yes
GC1DA	0010	10053232	Certificate in Digital Applications Level 1	D101 or D201 plus one other unit (at least one unit at Level 1)	Yes	Yes
GC2DA	0010	10053268	Certificate in Digital Applications Level 2	D101 or D201 plus one other unit (at least one unit at Level 2)	Yes	Yes
GE1DA	0010	10053244	Extended Certificate in Digital Applications Level 1	D101 or D201 plus two other units (at least two units at Level 1)	Yes	Yes
GE2DA	0010	1005327X	Extended Certificate in Digital Applications Level 2	D101 or D201 plus two other units (at least two units at Level 2)	Yes	Yes
GD1DA	0010	10064412	Diploma in Digital Applications Level 1	D101 or D201 plus three different units (at least two of the four units must be at Level 1)	Yes	Yes
GD2DA	0010	10064424	Diploma in Digital Applications Level 2	D101 or D201 plus three different units (at least two of the four units must be at Level 2)	Yes	Yes

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The following table confirms the unit availability in the January and June examination series.

Specification		Availability	
Unit codes	Unit title	Jan	June
D101	Using ICT Level 1	Yes	Yes
D201	Using ICT Level 2	Yes	Yes
D102	Multimedia Level 1	Yes	Yes
D202	Multimedia Level 2	Yes	Yes
D103	Graphics Level 1	Yes	Yes
D203	Graphics Level 2	Yes	Yes
D104	ICT in Enterprise Level 1	Yes	Yes
D204	ICT in Enterprise Level 2	Yes	Yes
D105	Games Authoring Level 1	Yes	Yes
D205	Games Authoring Level 2	Yes	Yes

Please note that the September 2012 Summative Project Briefs (SPBs) are the only set of SPBs that will be valid for moderation in the final assessment session for the qualification in June 2014.

8   CiDA NG Qualification – registration, unit and cash-in codes

Note: Candidates must be registered in order for them to be entered for units of the CiDA NG qualification.

Registration code	Registration title
CIDA	Level 2 Certificate in Digital Applications

To be eligible for the specification cash-in code (award claim) listed below, candidates must be entered for, or have banked under their UCI, the units listed below.

Specification			Availability	
QAN	Qualification title	Units required to be eligible	Jan	June
600/6627/1	Certificate in Digital Applications Level 2	DA201 and one other unit	Yes	Yes

The following table confirms the unit availability in the January and June examination series.

Specification		Availability	
Unit codes	Unit title	Jan	June
DA201	Developing Web Products	Yes	Yes
DA202	Creative Multimedia	Yes	Yes
DA203	Artwork and Imaging	Yes	Yes
DA204	Game Making	Yes	Yes

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