

Exam and benchmark procedure for calculators

- UK examination regulations state that **students must not have anything stored on a device brought into the exam**. The CASIO CG50 calculators you have are capable of storing information. If it was to be found that you have anything saved in the memory from prior to the exam, this would count as exam malpractice and **you would be disqualified** from any paper sat with the calculator, and it is possible you could be disqualified from all your exams.

- **IT IS YOUR RESPONSIBILITY (NOT GODALMING COLLEGE'S) TO ENSURE THAT YOUR CALCULATOR DOES NOT HAVE ANYTHING STORED PRIOR TO THE EXAM.**

- In your own time, prior to the exam you must wipe the memory, you can do this by following the instructions below:

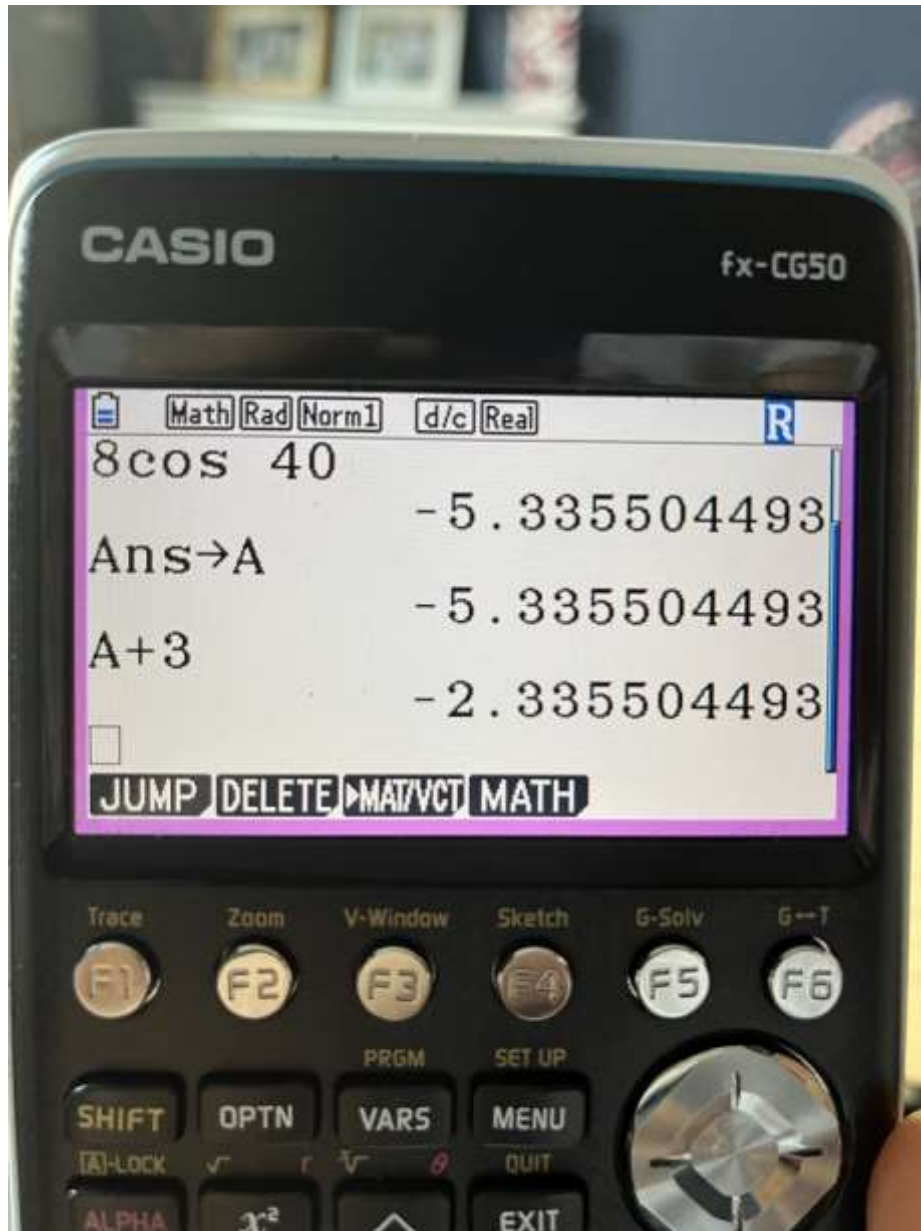
From The Main Menu.
Select the System menu or option G
Press **F5** for the Reset menu
Press **F6** for Next Page
Then select **F1** for Main & Storage
Press **F1** again to confirm and then **EXIT**.

- In order that we can be confident you cannot access any storage we are also going to require you to put your calculator into examination mode. The procedure for exams, mocks, and benchmarks is as follows, **you should arrive to the exam hall at least 20 minutes before the start time**:

- You **must** arrive at the exam hall/classroom with your calculator **NOT** in exam mode, but with the memory wiped (as described above). If you arrive with the calculator already in exam mode you will be sent away to take it out of exam mode (this requires access to a computer).
- Your teacher/an invigilator will need to see the screen to confirm it is not in exam mode.
- Once you have shown your calculator you can then place it in exam mode. To do so ensure the calculator is off and push **1+,+O**, hold these buttons down until the calculator powers up and asks if you want to be in exam mode. (These buttons are easy to remember, above **1** is the red letter "U", above **,** is the red letter "K" – so as long as you remember you are putting it in "UK" exam mode you can recall which buttons)
- Keep confirming you want to be in exam mode (three times!)
- When the setup is complete you will have a purple border on the screen and a flashing "R" in the corner.
- Your teacher/invigilator will check for the purple border and flashing "R" so they know that you are in exam mode.
- Your calculator should remain on and visible on your desk so that the teacher/invigilator can check regularly that it is still in exam mode
- At the end of your exam/benchmark, as you leave the exam hall/classroom you should hold up your calculator to show it is still in exam mode.
- Your calculator will automatically come out of exam mode after 12 hours, or you can take it out of exam mode yourself by plugging into a computer (using a mini USB-b cable, one was provided with your calculator).

- Other things to consider:

- Ensure you have practiced putting your calculator into exam mode plenty of times before the exam, so it is not a stressful process when you have to do it during the exam.
- Ensure you put new batteries in the calculator close to the exam so you do not run out of power.
- You are allowed more than one calculator in the exam. We recommend having the scientific calculator you used at GCSE also available for quick calculations.



JCQ Regulations for Calculators in exams

10. Using calculators

- 10.1 Candidates may use a calculator in an examination unless prohibited by the awarding body's specification.

The instructions on the question paper will say whether calculators are allowed or not. If the instructions do not include such a statement, calculators should be treated as standard equipment and may be used by candidates.

Where the use of a calculator is allowed, candidates are responsible for making sure that their calculators meet the awarding bodies' regulations.

- 10.2 The instructions set out in this section apply to all examinations unless stated otherwise in an awarding body's specification.

- 10.3 **Candidates must be told these regulations beforehand and be familiar with the *Information for candidates* documents.**

Calculators must be: <ul style="list-style-type: none">○ of a size suitable for use on the desk;○ either battery or solar powered;○ free of lids, cases and covers which have printed instructions or formulas.	Calculators must not: <ul style="list-style-type: none">● be designed or adapted to offer any of these facilities: -<ul style="list-style-type: none">○ language translators;○ symbolic algebra manipulation;○ symbolic differentiation or integration;○ communication with other machines or the internet;● be borrowed from another candidate during an examination for any reason;● have retrievable information stored in them - this includes:<ul style="list-style-type: none">○ databanks;○ dictionaries;○ mathematical formulas;○ text.
The candidate is responsible for the following: <ul style="list-style-type: none">○ the calculator's power supply;○ the calculator's working condition;○ clearing anything stored in the calculator.	

- 10.4 An invigilator may give a candidate a replacement calculator.

- 10.5 **Where access is permitted to a calculator for part of an examination, it is acceptable for candidates to place their calculators on the floor under their desks in sight of the invigilator(s) for the non-calculator portion of the examination.**