

Resources—Printed and Web Documents

Diploma Examination Administration Forms

All forms related to the administration of diploma examinations and field tests in 2011–2012 (see *Examination Administration Forms* section) are available from the Alberta Education website at <http://www.education.alberta.ca/admin/testing/forms.aspx>

Information for Students Planning to Write Diploma Examinations

The *Information for Students Planning to Write Diploma Examinations* brochure answers general questions and addresses concerns that students may have about the Diploma Examinations Program. Copies are available on the Alberta Education website at <http://education.alberta.ca/students/resources/exams.aspx>

Information for Parents About Writing Diploma Examinations

The *Information for Parents About Writing Diploma Examinations* brochure is a document that answers general questions and addresses concerns that parents may have about Diploma Examination Program. Copies are available on the Alberta Education website at <http://education.alberta.ca/parents/resources/exams.aspx>

Subject Information Bulletins

Diploma examinations are based on the provincially prescribed *Programs of Study*. At the start of each school year, Alberta Education makes available subject information bulletins. The bulletins provide detailed descriptions of the examinations, as well as test blueprints, sample assignments, and scoring criteria or sample responses. The bulletins also include other information of particular relevance in the current school year. Subject information bulletins are available on the Alberta Education website at <http://www.education.alberta.ca/admin/testing/diplomaexams/exambulletins.aspx> School administrators should ensure that students and teachers have access to the information in these bulletins.

Data Booklets

Data booklets are provided for Chemistry 30 and Science 30 diploma examinations. The Data Booklets may be retained at the school after the administration of both parts of the examination.

Assessment Highlights

A report entitled *Assessment Highlights* for each diploma examination course is posted annually in the fall on the Alberta Education website at <http://www.education.alberta.ca/admin/testing/diplomaexams/highlights.aspx>. Each *Assessment Highlights* report contains the examination manager's comments about student performance on each part of the January and June examinations administered in the previous school year. This information is important for teachers who may wish to modify their instructional approaches based on patterns of student responses on diploma examinations.

Released and Unsecured Diploma Examination Materials

The written-response part of some humanities diploma examinations, i.e., Part(ie) A, are released immediately following their administration in the January and June sessions (see *Security & Examination Rules* section for further details).

Unused copies of released Part(ie) A diploma examinations, and other non-secure examination materials such as data booklets, may be kept in the schools following administration. Additional copies of data booklets are also available for purchase from the Learning Resources Centre of Alberta Education. The Learning Resources Centre's website is <http://www.lrc.education.gov.ab.ca/pro/default.html>.

Released Items and Diploma Examinations

Occasionally, entire diploma examinations or selected items from previously secured diploma examinations are released. Because of third-party copyright issues, all released humanities item sets or examinations are distributed to schools in a paper format document. Released mathematics and science diploma examinations or item sets are posted to the Alberta Education website at <http://education.alberta.ca/admin/testing/diplomaexams.aspx>.

Essential Information for Students and Teachers in Reference to Mathematics and Science Diploma Examinations

Information of importance to teachers and students writing mathematics and diploma examinations is available on the Alberta Education website at <http://www.education.alberta.ca/admin/testing/diplomaexams/exambulletins.aspx> (see *Essential Information for Students and Teachers in Reference to Mathematics and Science Diploma Examinations*). This information addresses issues and concerns specific to mathematics and science diploma examinations such as:

- approved graphing calculators and the requirements to clear them
- significant digits
- manipulation of data
- rounding of numbers
- mathematics/science directing words

Guides for Students

Guides for Students are available to provide students with information that will increase the likelihood of their success when writing English Language Arts 30–1, English Language Arts 30–2, Social Studies 30–1, Social Studies 30–2, Français 30–1, French Language Arts 30–1, and Biology 30 diploma examinations. These documents are available on the Alberta Education website at <http://education.alberta.ca/students/exams/guides.aspx>.

Examples of the Standards for Students' Writing

Occasionally, examples of student responses to written response questions on Part(ie) A portions of humanities diploma examinations are released in documents entitled *Examples of the Standards for Students' Writing*. The written responses in these documents are examples of actual student work on previous diploma examinations that received scores of Satisfactory (S), Proficient (Pf), or Excellent (E). The purpose of the example responses is to illustrate the standards that governed the marking of that Part(ie) A written response question after it was administered, and that anchored similar example

responses selected for subsequent marking sessions. The example student responses, and the commentaries that accompany them, were used to train markers to apply the scoring criteria consistently and to justify their decisions about the scores they awarded. These example responses represent a very small sample of how students successfully approached the examination assignments.

**On-line Services
for Students**

Alberta students can save time by accessing on-line student services at <http://alis.alberta.ca/>. These on-line services include:

- looking up an Alberta Student Number
- requesting a Statement of Courses and Marks
- requesting an official high school transcript
- paying an outstanding diploma examination rewrite fee
- applying for post-secondary admission
- applying for Alberta student financial assistance

