



# Administrative Support Guide

(Instructions for the Conduct of the Examination)

8MT0/01

8MT0/02

8MT0/03

8MT0/04

9MT0/01

9MT0/02

9MT0/03

9MT0/04

For first submission in 2020

Version 2.0

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Through a network of UK and overseas offices, Edexcel's centres receive the support they need to help them deliver their education and training programmes to learners.

For further information, please call 08444 632 535 or visit our website at <http://qualifications.pearson.com/en/home.html>.

If you have any subject specific questions about the content of this Examiners' Report that require the help of a subject specialist, you may find our **Ask The Expert** email service helpful.

Ask The Expert can be accessed online at the following link:

<http://qualifications.pearson.com/en/support/Services.html>

or

by email: [teachingmusic@pearson.com](mailto:teachingmusic@pearson.com)

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**Teachers and Examinations Officers are advised to study the instructions and advice given, since failure to follow the details is likely to disadvantage candidates preparing for the examination.**

**It is imperative that this document is referred to closely, and its instructions adhered to, at the time of examinations and submission.**

## **1. Introduction**

This document has been compiled to inform teachers and centres of the correct procedures for the conduct of AS level Music Technology examinations and non-examined components.

It is advised that teachers and examinations officers study the instructions and advice given, since failure to do so may disadvantage candidates preparing for the music technology examinations in 2020.

Guidance on approaches to teaching the Pearson Edexcel Music Technology AS and A level Music Technology Specification can be found in the Level 3 Advanced Subsidiary GCE in Music Technology (8MT0)/ (9MT0) Specification. This is available from the Pearson Edexcel website.

Further guidance may be found in the document *Getting Started* on the Pearson website:

<https://qualifications.pearson.com/en/qualifications/edexcel-a-levels/music-technology-2017.coursematerials.html#filterQuery=Pearson-UK:Category%2FTeaching-and-learning-materials>

Please consult the Pearson website regularly. This is Pearson's main method of communicating information.

Page numbers quoted refer to the present document unless otherwise stated.

## 2. Key Dates - AS level

Date	Activity
<b>1<sup>st</sup> June 2019</b>	<ul style="list-style-type: none"><li>• 8MT0/01 Recording briefs released on website</li></ul>
<b>1<sup>st</sup> September 2019</b>	<ul style="list-style-type: none"><li>• 8MT0/02 Compositions briefs and audio samples released on website</li></ul>
<b>15<sup>th</sup> May 2020</b>	<ul style="list-style-type: none"><li>• Submission deadline for 8MT0/01 and 8MT0/02</li></ul>
<b>15<sup>th</sup> May 2020</b>	<ul style="list-style-type: none"><li>• 8MT0/03 written examination</li></ul>
<b>19<sup>th</sup> May 2020</b>	<ul style="list-style-type: none"><li>• 8MT0/04 written/ practical examination</li></ul>

## Key Dates - A level

Date	Activity
<b>1<sup>st</sup> June 2019</b>	<ul style="list-style-type: none"><li>• 9MT0/01 Recording briefs released on website</li></ul>
<b>1<sup>st</sup> September 2019</b>	<ul style="list-style-type: none"><li>• 9MT0/02 Compositions briefs and video released on website</li></ul>
<b>15<sup>th</sup> May 2020</b>	<ul style="list-style-type: none"><li>• Submission deadline for 9MT0/01 and 9MT0/02</li></ul>
<b>22<sup>nd</sup> May 2020</b>	<ul style="list-style-type: none"><li>• 9MT0/03 written examination</li></ul>
<b>3<sup>rd</sup> June 2020</b>	<ul style="list-style-type: none"><li>• 9MT0/04 written/ practical examination</li></ul>

### 3. General information

Edexcel will be offering the following components in Music Technology during the Summer 2019/2020 examination series.

AS Level Music Technology: 8MT0 cash-in code with the following component numbers:

<b>Component Number</b>	<b>Paper Name</b>	<b>Assessment</b>
<b>8MT0/01</b>	Recording	Non-examined assessment
<b>8MT0/02</b>	Technology based composition	Non-examined assessment
<b>8MT0/03</b>	Listening and analysing	Written examination
<b>8MT0/04</b>	Producing and analysing	Written/practical examination

A Level Music Technology: 9MT0 cash-in code with the following component numbers:

<b>Component Number</b>	<b>Paper Name</b>	<b>Assessment</b>
<b>9MT0/01</b>	Recording	Non examined assessment
<b>9MT0/02</b>	Technology based composition	Non examined assessment
<b>9MT0/03</b>	Listening and analysing	Written examination
<b>9MT0/04</b>	Producing and analysing	Written/ practical examination

## Entries and Cash-in codes

- i. For information on how to submit entries, please check the following website:  
<http://qualifications.pearson.com/en/support/support-topics/registrations-and-entries/academic-registrations-and-entries/making-academic-entries.html>
- ii. To amend your entries you can send an email to [examsofficers@pearson.com](mailto:examsofficers@pearson.com)

## CDs for the Written Examinations

**In 2020** you will not be permitted to open up the CDs for the written examinations on arrival in order to test them. **If a CD proves to be faulty then you will be supplied with spare copies that will ensure that your candidates are not disadvantaged.**

### Sound files for examinations

Sound files for our listening examinations are available for download via our special live materials secure download service (SDS). Your examinations officer needs to have signed up for this service well before the exams are due to take place. This special service is accessed via [Edexcel Online](#) and not via the Pearson Qualifications website. You will not be able to access these live materials in the same way that you do for other locked, password protected materials on the Pearson Qualifications website (e.g. recent past papers). The recordings can be accessed no earlier than 24 hours\* before the published start time of the examination, and transcripts can only be accessed up to one hour\* beforehand. Please see the instructions below on how to register for this service and how to download the material:

#### How to register for secure downloads:

1. Log on to [Edexcel Online](#) (EOL).
2. Select *SECURE DOWNLOAD SERVICE* profile on the left hand side.
3. Check the GMT and daylight saving time settings displayed are correct for your location.
4. Click *REQUEST ACCESS* button.
5. An email will now be sent to the email address we hold for you on Edexcel Online. The subject title of this email is "Edexcel Secure Download Service: Access Granted email 1 of 2".
6. On this email follow the link called *ACTIVATE SERVICE*.
7. You will be asked to confirm that you have read and agreed to the Terms and Conditions. There are new elements in the Terms and Conditions that we ask you take note of.
8. If you agree to the Terms and Conditions tick the confirmation box and the *ACTIVATE SERVICE* button will now become active. Click on the *ACTIVATE SERVICE* button and a second email will be sent to your Edexcel Online email address. Subject title of this email is "Edexcel Secure Download Service Activated: email 2 of 2".
9. Do not delete this second email as it provides the link by which you will access the secure material.
10. You have now registered.

#### Accessing content

1. Ensure you are logged on to Edexcel Online.
2. Open the email called "Edexcel Secure Download Service Activated: email 2 of 2" that we sent you when you registered.



3. Follow the *ACCESS MATERIALS* link on this email.
  4. A screen will now display showing the items available for you to download.
  5. Click Download against the item you need and then select the location on your network that you wish the item to be saved into.
  6. Follow any onscreen instructions.
  7. Once finished log out of Edexcel Online and close the email.
- Please check that any pop-up blockers are switched off.

### **Issues?**

If you experience difficulties and have followed the above processes, please contact [gpd@pearson.com](mailto:gpd@pearson.com)

\* If a test is due to take place on a Monday at 1.30 pm, you will be able to access the material on the previous *working day*. Please note that if the live exam tasks will take place in an afternoon session, you will not be able to access the material the day before until 1.30 pm onwards. Transcripts for a morning exam are available from 08:00 to 09:30 and from 12:30 to 14:00 for afternoon exams. The sound files for a morning exam is available from 09:00 and from 13:30 for the afternoon exam on the day before (both for a period of 24 hours).

## Despatch of Work to Examiners

Submitting work to the wrong examiner will delay the marking of a candidate's submission, as well as causing great inconvenience to the examiners involved.

Please ensure that both the Music Technology department and the Examination Officers are aware of the following points:

- When sending any work to an examiner, centres must ensure that the **Component Number** and **Paper Number** on the examiner label correspond to the portfolio/written papers that they intend to submit (as detailed in the first two columns of the table above).
- Each component will be sent to a **separate** examiner
- Centres DO NOT send OPTEMS with the GCE Music Technology submissions, as the components are externally assessed.

## Prompt Arrival of Practical Work

Examiners spend a great deal of time contacting centres about late submissions. Please ensure that practical work arrives with your allocated examiner **on time** by adhering to the following deadlines:

Component	Deadline
<b>Externally examined GCE Music Technology Portfolio 8MT0 01, 8MT0 02, 9MT0 01, 9MT0 02</b>	<b>15 May 2020</b>

**PLEASE NOTE THAT IF PRACTICAL WORK ARRIVES AFTER THIS DEADLINE, EDEXCEL CAN NOT GUARANTEE THE PUBLICATION OF RESULTS ON TIME.**

In the most exceptional cases a short extension to the deadline can be granted at the discretion of the awarding body.

**Please note that extensions can be granted by the Music Technology Assessment Team only and NOT by any other Edexcel department.**

**No extensions will be granted due to internal issues e.g. staff shortages, problems with the music technology equipment, failure to prepare candidates properly for the assessment for whatever reason or lack of facilities.**

**We also remind centres that it is ESSENTIAL to have back-up copies of ALL candidates' work.** This gives examiners a longer window of opportunity to chase up incomplete submissions or request back-up copies of work where disks have become corrupted, thus ensuring that no candidate is disadvantaged.

**Please note that all CDs MUST be clearly labelled with: candidate name, candidate number, centre number and Paper Component number and year of entry.**

Centres are reminded that candidates are required to record their finished work on to a CD – **one CD per candidate**. This must be in the format as described for each component.

## **Attendance Registers**

All centres will be sent an attendance register for each of the components entered.

**Centres must not forget to return an attendance register with candidates' submissions.** Failure to do so delays the examining process considerably.

## Authentication Declarations

Both candidate and teacher are required to certify that the practical submissions for Components 8MT0 01, 8MT0 02, 9MT0 01 and 9MT0 02 have been produced in accordance with the guidelines in the specification.

Centres **must** ensure that the authentication statements at the front of the practical work Submission Booklets have been signed.

**IF THE DECLARATIONS ARE NOT SIGNED BY BOTH CANDIDATE AND TEACHER AS INDICATED, THE WORK CANNOT BE MARKED.**

### Special consideration

Candidates who miss any component of an examination for a valid reason (eg illness or injury), or sit an examination whilst ill or during difficult personal circumstances, could be eligible for Special Consideration.

Centres should refer to the Joint Council **Access Arrangements, Reasonable Adjustments and Special Consideration** document:

<http://www.jcq.org.uk/examination-system/access-arrangements-and-special-consideration>

The centre's Examination Officer should fill in a Special Consideration Form. The form must be accompanied by evidence to support the reason for absence or underachievement (eg a doctor's certificate).

To access the Special Consideration form, please go to the JCQ website at the following link: <http://www.jcq.org.uk>

This form should be submitted to the Special Requirements Section at Edexcel at the address below.

The centre **must not** contact the examiner or Music Technology Assessment Team nor submit the form with their submissions to the allocated examiner. A short list of comparable candidates with an estimated mark for the affected component will be required.

**Special Requirements Team**  
**Pearson**  
**190 High Holborn**  
**London**  
**WC1V 7BH** Tel: 08444 632 535

## **Sample Assessment Materials**

All sample assessment material is available on the Pearson website.

## **Training from Edexcel**

To find out more about Training from Edexcel, please use the link below:

<http://www.edexcel.com/resources/training/Pages/default.aspx>

You can contact our colleagues in Training from Edexcel Team by sending an email to one of the addresses below:

Queries about face-to-face and online training: [trainingbookings@pearson.com](mailto:trainingbookings@pearson.com)

## **Ask the Expert**

To submit a subject specific query to our Senior Examiners, please email: [teachingmusic@pearson.com](mailto:teachingmusic@pearson.com)

You can also use the following link:

<http://www.edexcel.com/aboutus/contact-us/ask-expert/Pages/home.aspx>

## Post Results Services

The breakdown of marks for all GCE Music Technology components will be available on the Results Plus: <http://www.edexcel.com/resultsplus>

As part of the Access to Scripts service (ATS) centres can order copies of the Examiner's mark booklets for components 8MT0 01, 8MT0 02, 9MT0 01 and 9MT0 02. Requests must be submitted via Edexcel Online: <http://www.edexcelonline.com/Account/Login.aspx>

Original externally marked materials will **not** be sent back to centres.

Please note that the E9 moderator reports are not produced for the GCE Music Technology components as the above components are externally assessed (not moderated coursework).

The Examiner Report Summer 2020 will be published on the website.

Please refer to the Enquiry About Results Services – by component for more information on the services available for GCE Music Technology.

<http://qualifications.pearson.com/en/support/support-topics/results-certification/post-results-services-information-for-students/post-results-services-for-edexcel-a-level.html>

## JCQ Guidance

Heads of centres and examination officers must familiarise themselves with the entire contents of the JCQ Instructions for conducting examinations:

<http://www.jcq.org.uk/exams-office/ice---instructions-for-conducting-examinations/>

## 8MT0/01 Recording

### Assessment

This component is externally assessed (not moderated) coursework.

The total mark for this component is 60 marks.

Submissions must be posted to reach your allocated examiner **no later than by 15 May 2020.**

### What centres will receive

The stimuli for 8MT0/01 will be posted on the Edexcel website on 1<sup>st</sup> June 2020 under exam materials.

The stimuli for this component will be available in hard copy from January 2020.

Centres will receive hard copies on the basis of **estimated entries**. Edexcel will provide blank Audio and Data CDs. Please submit the estimated entries on time.

**Centres are advised that it is their responsibility to ensure that the correct stimulus material is used for 2020 submissions.**

### What centres must provide

**Centres must ensure that they have sufficient equipment in place to complete all tasks before offering the course to potential candidates.**

Please note that any issues e.g. problems with the equipment, staff shortages or lack of facilities must be resolved by centres **internally**.

## Candidates will require:

- a **suitably equipped recording environment** in which to produce their multi-track recording which will contain:
  - a variety of microphones appropriate for typical close-mic and room mic applications
  - either a dedicated stand-alone multi-track recorder and mixing desk, or a Digital Audio Workstation and a quality audio interface capable of recording at least four tracks simultaneously, preferably eight
  - a selection of good quality effects processors, dynamics processors and EQ, either hardware or software, as appropriate to the main recording equipment.
  - a pair of high quality, purpose-made studio recording monitors
- headphones and headphone splitter amp for performers
- a sufficient number of mic stands and cables of good quality
- There must be at least one computer in the centre capable of burning data CDs.
- Centres must have several CD marker pens in order to enter candidate and centre details on the CDs provided by Edexcel. Please note that any other kind of pen will make the CD unplayable.

## What candidates must do

Candidates must:

- complete the recording task as detailed in the question paper
- record their work as a single track on an audio CD
- submit a completed logbook, detailing their approaches to the task techniques used equipment.

## Advice

The work must be completed under the conditions detailed in the Specification pages 13 and 14.

All work submitted must be solely that of each individual student. It is not acceptable under any circumstances to share any part of the process between candidates. This can include setting up, positioning and plugging in of microphones, capture of audio, DAW settings, sharing of audio files and use of photographs. Any sharing of resources will be treated as malpractice. It is recommended that, wherever possible, all candidates within a centre record a different song from the published list of artists.

The logbook includes a **Declaration Form**, which **must** be signed **by both** the candidate and the teacher.



**The signatures are a requirement in order for work to be marked. Submissions with incomplete logbooks may be returned to the centre. Centres must keep copies of ALL written documentation, project files and CD recordings.**

Sample Assessment Materials can be ordered from Publications:

<http://www.edexcel.com/resources/publications/Pages/home.aspx>

### **What centres must send**

- Audio CD for each candidate containing the completed mix of the recording task. The CD must be a finalised CDR suitable for playback in standard consumer CD players.
- Data CD or DVD for each candidate containing the project file and all associated audio files. If using Logic X, you must submit the project file as a folder, not a package.
- Logbook - completed and Declaration Form signed
- Attendance register.

Centres are requested to place each candidate's submission into a separate sealed envelope. The envelope and the CDs must be marked with:

- subject and component (AS Music Technology: 8MT0/01)
- month and year of submission
- centre name
- centre number
- candidate name
- candidate number.

Edexcel will provide blank Audio CDs and Data DVDs which must be clearly labelled.

### **Back-up files**

The centre must keep reliable back-ups of the files in case the examiner has difficulty playing the CD because, for example, they have been damaged in the post. These must be securely archived in folders containing the candidate's name and number, so that candidate's work can be easily identified should a new CD need to be burnt.

**Centres should provide an Edexcel Online printout of the entered candidates along with the work submitted to the examiner.**

## 8MT0/02 Technology-based Composition

### Assessment

This component is externally assessed (not moderated) coursework.

The total mark for this component is 60 marks.

Submissions must be posted to reach your allocated examiner **no later than by 15 May 2020.**

### What centres will receive

The brief for 8MT0/02 will be posted on the Pearson Edexcel website on 1<sup>st</sup> September 2019. As well as the pdf with the task requirements there will be two samples in wav format for use in this task. The materials are located under exam materials.

The printed document for this component will be available on the Pearson Edexcel website from September 2019. Centres will not receive the audio files as hard copy.

Centres will receive hard copies of the Task/ Logbook on the basis of **estimated entries**. Edexcel will provide blank Audio CDs and Data DVDs. Please submit the estimated entries on time.

**Centres are advised that it is their responsibility to ensure that the correct stimulus material is used for 2020 submissions.**

### What centres must provide

**Centres must ensure that they have sufficient equipment in place to complete all tasks before offering the course to potential candidates.**

Please note that any issues e.g. problems with the equipment, staff shortages or lack of facilities must be resolved by centres **internally**.

## Candidates will require:

In addition to Digital Audio Workstation and recording equipment, candidates should have access to a variety of:

- synthesisers
- sampling facilities
- a range of effects and processing.

These may be either hardware or software, or a combination of both.

- There must be at least one computer in the centre capable of burning data CDs.
- Centres must have several CD marker pens in order to enter candidate and centre details on the CDs provided by Edexcel. Please note that any other kind of pen will make the CD unplayable.

Edexcel will provide blank Audio and Data CDs.

## What candidates must do

Candidates must:

- complete the technology-based composition task as detailed in the question paper
- record their work as a single track on an audio CD
- submit a completed logbook, detailing their approaches to the task techniques used equipment.

## Advice

The work must be completed under the conditions detailed in the Specification pages 22 to 24.

The logbook includes a **Declaration Form**, which **must** be signed **by both** the candidate and the teacher.

**The signatures are a requirement in order for work to be marked. Submissions with incomplete logbooks may be returned to the centre. Centres must keep copies of ALL written documentation and CD recordings. Please ensure that All CDs are clearly labelled with: candidate name and number and centre number.**

Sample Assessment Materials can be ordered from Publications:

<http://www.edexcel.com/resources/publications/Pages/home.aspx>

### What centres must send

- Audio CD for each candidate containing the completed mix of the composition task. The CD must be a finalised CDR suitable for playback in standard consumer CD players
- Data CD or DVD for each candidate containing the project file and all associated audio files. If using Logic X, you must submit the project file as a folder, not a package.
- Logbook - completed and Declaration Form signed
- Attendance register.

Centres are requested to place each candidate's submission into a separate sealed envelope. The envelope and the CDs must be marked with:

- subject and component (AS Music Technology: 8MT0/02)
- month and year of submission
- centre name
- centre number
- candidate name
- candidate number.

Edexcel will provide blank Audio CDs and Data DVDs which must be clearly labelled.

### Back-up files

The centre must keep reliable back-ups of the files in case the examiner has difficulty playing the CD because, for example, they have been damaged in the post. These must be securely archived in folders containing the candidate's name and number, so that candidate's work can be easily identified should a new CD need to be burnt.

**Centres should provide an Edexcel Online printout of the entered candidates along with the work submitted to the examiner.**

## **8MT0/03 Listening and Analysing**

### **Assessment**

This component comprises an externally assessed examination.

Duration: 1 hour 15 minutes

The total mark for this component is 60 marks.

### **Centres will receive:**

- an audio CD for each candidate
- question paper for each candidate.

The audio CD and the examination paper must be kept confidential until the examination.

### **What centres must provide**

Centres must ensure that they have sufficient equipment in place before offering the course to potential candidates.

Please note that any issues e.g. problems with the equipment, staff shortages or lack of facilities must be resolved by centres internally.

For each candidate centres must provide:

- a CD player with time display – this can be an independent component or a computer
- high-quality headphones.

### **What candidates must do**

Candidates respond to structured questions – see Specification pages 31-37 for content.

### **What centres must send**

- Completed examination paper for each candidate
- Attendance list

### **Advice**

The examination may be run several times on the examination day to facilitate access to resources, if necessary. In this case, candidates must be:

- isolated from each other within the centre
- prevented from contacting candidates at other centres.

Candidates may listen to the CD as many times as they wish.

There must be no access to the internet or local network.

Past papers, CDs and Sample Assessment Materials can be ordered from Publications:

<http://www.edexcel.com/resources/publications/Pages/home.aspx>

## 8MT0/04 Analysing and Producing

### Assessment

This component comprises an externally assessed examination.

Duration: 1 hours 45 minutes (plus 10 minutes setting up time)

This component is externally assessed.

The total mark for this component is 84 marks.

### What centres will receive

Centres will receive:

- a CD ROM containing audio (.wav files sampled at 44.1kHz, 16 bit) and MIDI files for each candidate
- a question paper for each candidate
- a blank CD for submitting candidate work.

The CD ROM and the examination paper must be kept confidential until the examination.

### What centres must provide

Centres must ensure that they have sufficient equipment in place before offering the course to potential candidates.

Please note that any issues e.g. problems with the equipment, staff shortages or lack of facilities must be resolved by centres internally.

Candidates will require a good quality Digital Audio Workstation with the following features:

- Must be able to import .wav audio files and MIDI files onto at least twelve tracks.
- Must be able to edit, cut and paste audio files.
- Projects must be able to be saved locally so that destructive audio editing is permitted
- Must be able to process specific tracks or sections of tracks; the processes are in the specification on pages 38-44.
- Must be able to enter and edit MIDI data
- Must be able to play back MIDI data using plug-in instruments with a variety of sound sources
- Must be able to create and save a stereo .wav file of both individual tracks and the mix suitable for burning to CD.
- Must have MIDI controller keyboard.
- Must have good quality headphones or monitor speakers, with the left and right the correct way around.
- There must be at least one computer in the centre capable of burning data CDs.
- Centres must have several CD marker pens in order to enter candidate and centre details on the CDs provided by Edexcel. Please note that any other kind of pen will make the CD unplayable.
- There must not be access to calculator software.
- There must be no access to the internet or local network.

Score writing packages such as *Sibelius* and/or tape based or analogue studios are not suitable for this examination. Examples of suitable software include:

- *Cubase*
- *Logic*
- *Pro Tools*

- *Sonar*

### **What candidates must do**

Candidates must complete the examination paper which comprises:

Section A – manipulating and correcting recorded music plus written commentary.

Section B – extended response question.

### **Advice**

The examination may be run several times on the examination day to facilitate access to resources, if necessary. In this case, candidates must be:

- isolated from each other within the centre
- prevented from contacting candidates at other centres.

Centres must have the Music Technology teacher present during this examination, to supervise the use of music technology equipment. He/She must not be the sole invigilator.

### **Before the day of the examination**

Candidates must be advised on where to save their files. This would usually be a folder entitled with the candidate name and number on the desktop of the computer.

It is the candidate's responsibility to check that the file-names are correct according to the filenames requested by the question paper.

The file-names must also contain the candidate's number so that the technician burning the CDs afterwards can identify the files easily.

### **Centres are advised to run a mock examination so that:**

- candidates are familiar with the practical nature of the examination
- teachers can ensure that the Digital Audio Workstation functions as expected with the audio and MIDI files.

### **Immediately before the examination**

Candidates should be reminded about how to save their files and that the saving of the final stereo .wav files must be completed under examination conditions during the examination time. If the candidate fails to save files required by Section A in the correct folder, they will score zero for those questions because there will be no evidence for the examiner to assess.

### **Setting Up Time**

Candidates will require sufficient working space to be able to operate their equipment and to write in their answer booklet.

Time must be given to set up (allow 10 minutes) as follows: Invigilators must ensure that the track indicated on the front of the exam paper correctly imports into the candidate's Digital Audio Workstation from the CD. The metronome must be correctly set, using the tempo marking indicated on the front of the examination paper, so that it is in synchronisation with the audio. The invigilator must check that all candidates can hear the imported track and it's in time with the metronome.

If a centre is not able to load the audio files onto their system on the day of the examination they should contact Edexcel on 08444 632 535 immediately.

Candidates must write their details on both the examination paper and the blank CD that will be used for burning their work.

### **After the examination**

A music technology teacher or technician will burn data CDs of the .wavs of the tasks that candidates saved during the examination. These will be named "q[question number]\_[candidate number]" (e.g. q1\_1234). The project folder should not be burnt to the CD.

A separate CD must be made for each candidate.

If the examiner cannot access the files or cannot distinguish between them (for example if the track order is incorrect), the candidate will receive limited or no credit for these tasks. The CDs must be tested to check that they play back before they are posted to the examiner.

### **What centres must send**

- CD for each candidate
- Examination paper for each candidate
- Attendance register

Centres are requested to place each candidate's submission into a separate sealed envelope. The envelope and the CD must be marked with:

- subject and component (AS level Music Technology: 8MT0/04)
- month and year of submission
- centre name
- centre number
- candidate name
- candidate number.

### **Back-up files**

The centre must keep reliable back-ups of the files in case the examiner has difficulty playing the CD because, for example, they have been damaged in the post. These must be securely archived in folders containing the candidate's name and number, so that candidate's work can be easily identified should a new CD need to be burnt.



## 9MT0/01 Recording

### Assessment

This component is externally assessed (not moderated) coursework.

The total mark for this component is 60 marks.

Submissions must be posted to reach your allocated examiner **no later than by 15 May 2020.**

### Availability

This component will be available only in the June examination series. The component will be examined for the first time examination in June 2019.

### What centres will receive

The stimuli for 9MT0/01 will be posted on the Edexcel website on 1<sup>st</sup> June 2019 under *exam materials*.

The stimuli for this component will be available in hard copy from January 2020.

Centres will receive hard copies on the basis of **estimated entries**. Edexcel will provide blank Audio CDs and Data DVDs. Please submit the estimated entries on time.

**Centres are advised that it is their responsibility to ensure that the correct stimulus material is used for 2020 submissions.**

### What centres must provide

**Centres must ensure that they have sufficient equipment in place to complete all tasks before offering the course to potential candidates.**

Please note that any issues e.g. problems with the equipment, staff shortages or lack of facilities must be resolved by centres **internally**.

### Candidates will require:

- a **suitably equipped recording environment** in which to produce their multi-track recording which will contain:
  - a variety of microphones appropriate for typical close-mic and room mic applications
  - either a dedicated stand-alone multi-track recorder and mixing desk, or a Digital Audio Workstation and a quality audio interface capable of recording at least four tracks simultaneously, preferably eight
  - a selection of good quality effects components, dynamics processors and EQ, either hardware or software, as appropriate to the main recording equipment.
- a pair of high quality, purpose-made studio recording monitors
- headphones and headphone splitter amp for performers
- a sufficient number of mic stands and cables of good quality
- There must be at least one computer in the centre capable of burning data CDs.
- Centres must have several CD marker pens in order to enter candidate and centre details on the CDs provided by Edexcel. Please note that any other kind of pen will make the CD unplayable.

### What candidates must do

Candidates must:

- complete the recording task as detailed in the question paper
- record their work as a single track on an audio CD
- submit a completed logbook, detailing their
  - approaches to the task
  - techniques used
  - equipment.

### Advice

The work must be completed under the conditions detailed in the Specification pages 12-15.

All work submitted must be solely that of each individual student. It is not acceptable under any circumstances to share any part of the process between candidates. This can include setting up, positioning and plugging in of microphones, capture of audio, DAW settings, sharing of audio files and use of photographs. Any sharing of resources will be treated as malpractice. It is recommended that, wherever possible, all candidates within a centre record a different song from the published list of artists.

The logbook includes a **Declaration Form**, which **must** be signed **by both** the candidate and the teacher.

**The signatures are a requirement in order for work to be marked. Submissions with incomplete logbooks may be returned to the centre. Centres must keep copies of ALL written documentation, project files and CD recordings.**

Sample Assessment Materials can be ordered from Publications:

<http://www.edexcel.com/resources/publications/Pages/home.aspx>

### **What centres must send**

- Audio CD for each candidate containing the completed mix of the recording task. The CD must be a finalised CDR suitable for playback in standard consumer CD players
- Data CD or DVD for each candidate containing the project file and all associated audio files. If using Logic X, you must submit the project file as a folder, not a package.
- Logbook - completed and Declaration Form signed
- Attendance register.

Centres are requested to place each candidate's submission into a separate sealed envelope. The envelope and the CDs must be marked with:

- subject and component (A level Music Technology: 9MT0/01)
- month and year of submission
- centre name
- centre number
- candidate name
- candidate number.

Edexcel will provide blank Audio CDs and Data DVDs which must be clearly labelled.

### **Back-up files**

The centre must keep reliable back-ups of the files in case the examiner has difficulty playing the CD because, for example, they have been damaged in the post. These must be securely archived in folders containing the candidate's name and number, so that candidate's work can be easily identified should a new CD need to be burnt.

**Centres should provide an Edexcel Online printout of the entered candidates along with the work submitted to the examiner.**

## 9MT0/02 Technology-based Composition

### Assessment

This component is externally assessed (not moderated) coursework.

The total mark for this component is 60 marks.

Submissions must be posted to reach your allocated examiner **no later than by 15 May 2020.**

### Availability

This component will be available only in the June examination series. The component will be examined for the first time examination in June 2019.

### What centres will receive

The briefs for 9MT0/02 will be posted on the Edexcel website on 1<sup>st</sup> September 2020. As well as the pdf with the task requirements there will be one video for use with one of the briefs if chosen. The materials are located under exam materials.

The printed document containing the briefs for this component will be available in hard copy from January 2020. Centres will not receive the video file as hard copy.

Centres will receive hard copies on the basis of **estimated entries**. Please submit the estimated entries on time.

**Centres are advised that it is their responsibility to ensure that the correct stimulus material is used for 2020 submissions.**

### What centres must provide

**Centres must ensure that they have sufficient equipment in place to complete all tasks before offering the course to potential candidates.**

Please note that any issues e.g. problems with the equipment, staff shortages or lack of facilities must be resolved by centres **internally**.

## Candidates will require:

In addition to music production software and recording equipment, candidates should have access to a variety of:

- synthesisers
- sampling facilities
- a range of effects and processing.

These may be either hardware or software, or a combination of both.

- There must be at least one computer in the centre capable of burning data CDs.
- Centres must have several CD marker pens in order to enter candidate and centre details on the CDs provided by Edexcel. Please note that any other kind of pen will make the CD unplayable.

## What candidates must do

Candidates must:

- complete the Technology-based Composition task as detailed in the question paper
- record their work as a single track on an audio CD
- submit a completed logbook, detailing their approaches to the task techniques used equipment.

## Advice

The work must be completed under the conditions detailed in the Specification pages 25 to 27.

The logbook includes a **Declaration Form**, which **must** be signed **by both** the candidate and the teacher.

**The signatures are a requirement in order for work to be marked. Submissions with incomplete logbooks may be returned to the centre. Centres must keep copies of ALL written documentation, project files and CD recordings.**

Sample Assessment Materials can be ordered from Publications:

<http://www.edexcel.com/resources/publications/Pages/home.aspx>

## What centres must send

- Audio CD for each candidate containing the completed mix of the composition task. The CD must be a finalised CDR suitable for playback in standard consumer CD players
- Data CD or DVD for each candidate containing the project file and all associated audio files. If using Logic X, you must submit the project file as a folder, not a package.
- Logbook - completed and Declaration Form signed
- Attendance register.

Centres are requested to place each candidate's submission into a separate sealed envelope. The envelope and the CDs must be marked with:

- subject and component (A Level Music Technology: 9MT0/02)
- month and year of submission
- centre name
- centre number
- candidate name
- candidate number.

Edexcel will provide blank Audio and Data CDs which must be clearly labelled.

## Back-up files

The centre must keep reliable back-ups of the files in case the examiner has difficulty playing the CD because, for example, they have been damaged in the post. These must be securely archived in folders containing the candidate's name and number, so that candidate's work can be easily identified should a new CD need to be burnt.

**Centres should provide an Edexcel Online printout of the entered candidates along with the work submitted to the examiner.**

## **9MT0/03 Listening and Analysing**

### **Assessment**

This component comprises an externally assessed examination.

Duration: 1 hour 30 minutes

The total mark for this component is 75 marks.

### **Availability**

This component will be available only in the June examination series, for first examination in June 2020.

### **Centres will receive:**

- an audio CD for each candidate
- question paper for each candidate.

The audio CD and the examination paper must be kept confidential until the examination.

### **What centres must provide**

Centres must ensure that they have sufficient equipment in place before offering the course to potential candidates.

Please note that any issues e.g. problems with the equipment, staff shortages or lack of facilities must be resolved by centres internally.

For each candidate centres must provide:

- a CD player with time display – this can be an independent component or a computer
- high-quality headphones.

### **What candidates must do**

Candidates respond to structured questions – see Specification pages 33-41 for content.

### **What centres must send**

- Completed examination paper for each candidate
- Attendance list

### **Advice**

The examination may be run several times on the examination day to facilitate access to resources, if necessary. In this case, candidates must be:

- isolated from each other within the centre
- prevented from contacting candidates at other centres.

Candidates may listen to the CD as many times as they wish.

There must be no access to the internet or local network.

## **9MT0/04 Analysing and Producing**

### **Assessment**

This component comprises an externally assessed examination.

Duration: 2 hours 15 minutes (plus 10 minutes setting up time)

This component is externally assessed.

The total mark for this component is 105 marks.

### **Availability**

This component will be available only in the June examination series, for first examination in June 2020.

### **What centres will receive**

Centres will receive:

- a CD ROM containing audio (.wav files sampled at 44.1kHz, 16 bit) and MIDI files for each candidate
- a question paper for each candidate
- a blank CD for submitting candidate work.

The CD ROM and the examination paper must be kept confidential until the examination.

### **What centres must provide**

Centres must ensure that they have sufficient equipment in place before offering the course to potential candidates.

Please note that any issues e.g. problems with the equipment, staff shortages or lack of facilities must be resolved by centres internally.

Candidates will require a good quality Digital Audio Workstation with the following features:

- Must be able to import .wav audio files and MIDI files onto at least twelve tracks.
- Must be able to edit, cut and paste audio files.
- Projects must be able to be saved locally so that destructive audio editing is permitted
- Must be able to process specific tracks or sections of tracks; the processes are in the specification on pages 42-50.
- Must be able to enter and edit MIDI data
- Must be able to play back MIDI data using plug-in instruments with a variety of sound sources
- Must be able to create and save a stereo .wav file of both individual tracks and the mix suitable for burning to CD.
- Must have MIDI controller keyboard.
- Must have good quality headphones or monitor speakers, with the left and right the correct way around.
- There must be at least one computer in the centre capable of burning data CDs.
- Centres must have several CD marker pens in order to enter candidate and centre details on the CDs provided by Edexcel. Please note that any other kind of pen will make the CD unplayable.
- There must not be access to calculator software.
- There must be no access to the internet or local network.



Score writing packages such as *Sibelius* and/or tape based or analogue studios are not suitable for this examination. Examples of suitable software include:

- *Cubase*
- *Logic*
- *Pro Tools*
- *Sonar*

### **What candidates must do**

Candidates must complete the examination paper which comprises:

Section A – manipulating and correcting recorded music plus written commentary.

Section B – extended response question.

### **Advice**

The examination may be run several times on the examination day to facilitate access to resources, if necessary. In this case, candidates must be:

- isolated from each other within the centre
- prevented from contacting candidates at other centres.

Centres must have the Music Technology teacher present during this examination, to supervise the use of music technology equipment. He/She must not be the sole invigilator.

### **Before the day of the examination**

Candidates must be advised on where to save their files. This would usually be a folder entitled with the candidate name and number on the desktop of the computer.

It is the candidate's responsibility to check that the file-names are correct according to the filenames requested by the question paper.

The file-names must also contain the candidate's number so that the technician burning the CDs afterwards can identify the files easily.

### **Centres are advised to run a mock examination so that:**

- candidates are familiar with the practical nature of the examination
- teachers can ensure that the Digital Audio Workstation functions as expected with the audio and MIDI files.

### **Immediately before the examination**

Candidates should be reminded about how to save their files and that the saving of the final stereo .wav files must be completed under examination conditions during the examination time. If the candidate fails to save files required by Section A in the correct folder, they will score zero for those questions because there will be no evidence for the examiner to assess.

### **Setting Up Time**

Candidates will require sufficient working space to be able to operate their equipment and to write in their answer booklet.

Time must be given to set up (allow 10 minutes) as follows: Invigilators must ensure that the track indicated on the front of the exam paper correctly imports into the candidate's Digital Audio Workstation from the CD. The metronome must be correctly set, using the tempo marking indicated on the front of the examination paper, so that it is in synchronisation with the audio. The invigilator

must check that all candidates can hear the imported track and it's in time with the metronome.

If a centre is not able to load the audio files onto their system on the day of the examination they should contact Edexcel on 08444 632 535 immediately.

Candidates must write their details on both the examination paper and the blank CD that will be used for burning their work.

### **After the examination**

A music technology teacher or technician will burn data CDs of the .wav files of the tasks that candidates saved during the examination. These will be named "[question number]\_[candidate number]" (e.g. q1\_1234). The project folder should not be burnt to the CD.

A separate CD must be made for each candidate.

If the examiner cannot access the files or cannot distinguish between them (for example if the track order is incorrect), the candidate will receive limited or no credit for these tasks. The CDs must be tested to check that they play back before they are posted to the examiner.

### **What centres must send**

- CD for each candidate
- Examination paper for each candidate
- Attendance register

Centres are requested to place each candidate's submission into a separate sealed envelope. The envelope and the CD must be marked with:

- subject and component (A level Music Technology: 9MT0/04)
- month and year of submission
- centre name
- centre number
- candidate name
- candidate number.

### **Back-up files**

The centre must keep reliable back-ups of the files in case the examiner has difficulty playing the CD because, for example, they have been damaged in the post. These must be securely archived in folders containing the candidate's name and number, so that candidate's work can be easily identified should a new CD need to be burnt.