

Your step-by-step guide to getting started

Step 1

Log in to **Centre Services** and under the 'Pre-exams' tab, select 'Teacher online standardisation' from the list of services and read the information on the 'Welcome' page.

If you don't know your Centre Services login details please ask the Exams Officer at your centre.

Step 2

Select your subject and familiarise yourself with the lead moderator's information.

Step 3

Select '**View Assessment Criteria**' and study the assessment criteria. You can then view examples of marked work (where available) and the lead moderator's comments explaining each one.

Step 4

Select a piece of work from the menu at the top of the screen and start marking!

Record your marks (and any annotations) either on the mark sheet or in the body of the piece of work and submit them for instant feedback.

Step 5

Study your feedback and compare your marks to the principal moderator's.

Step 6

Repeat for all the available pieces of work.

Step 7

Share and discuss your feedback with your department. Contact your OxfordAQA NEA adviser if you have any queries.

Step 8

Review your feedback or complete standardisation again for each exam series where you are submitting OxfordAQA NEA work.

Get started

Log in to [Centre Services](#)

For more information on OxfordAQA NEA, please visit our dedicated [webpage](#)