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# A-level MUSIC

7272/W

Component 1 Appraising music

June 2024

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## Teachers' Notes

## Confidential

Issuing instructions

**To be given immediately to the Examinations Officer and the teacher(s)  
responsible for A-level Music**

**Monday 10 June 2024**

**Afternoon**

**Time allowed: 2 hours 30 minutes**

These instructions must be used in conjunction with the General Regulations and the Instructions for conducting the June 2024 examinations.

## Requirements

Materials required:

- tracks on CD (one per candidate plus spares) **or** digital audio files
- Question Paper/Answer Books
- individual listening facilities
- wired headphones (no Bluetooth).

## Preparation of digital audio files

You may download listening materials from our secure extranet site (Centre Services) onto centres' MP3 players, laptops or tablets, no earlier than one working day before the examination. If an A-level Music listening examination is scheduled for a Monday, we will make the files available for download on the Friday prior to the examination. For any examination scheduled for the Monday immediately after the half-term holiday, we will make the files available for downloading on the Friday immediately before the holiday.

Whenever possible, a member of staff from the centre's ICT department or the Examinations Officer should undertake this task. The material must be downloaded to the secure part of a centre's network, that is, the part of the network which is only accessible to ICT staff and not to candidates. Music teachers are not allowed to check the MP3 players, laptops or tablets after the confidential material has been downloaded onto them.

Only the listening material for a specific A-level Music listening examination may be stored on the MP3 players, laptops or tablets.

The confidential materials we supply for the purposes of the listening examination must be returned to the centre's secure storage facilities as soon as the download to each of the MP3 players, laptops or tablets has been completed.

All MP3 players, laptops or tablets with confidential material stored on them prior to the examination must be returned to the centre's secure storage facilities and must be stored in accordance with section 1.2 of JCQ's [Instructions for Conducting Examinations](#).

The MP3 players, laptops and tablets must be treated as confidential examination material until the examination has been taken.

Centres must provide the MP3 players, laptops and tablets. Candidates are not allowed to provide their own MP3 player, laptop or tablet.

The Examinations Officer must keep a log of their actions at all times. In particular:

- the date confidential material was downloaded to each of the MP3 players, laptops or tablets
- when the MP3 players, laptops or tablets with confidential material stored on them were placed in secure storage
- when the MP3 players, laptops or tablets were cleared of the listening material.

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Centres must ensure that:

- each MP3 player, laptop or tablet is of a suitable size and capable of operating independently
- each MP3 player, laptop or tablet is fully operational at the time that the downloading of the listening material takes place (the general working condition of the equipment is the responsibility of the centre and we will not normally consider a fault in the operation of an MP3 player, laptop or tablet as sufficient grounds for an application for special consideration).

### Before the examination

1. A CD of music excerpts will be provided for this paper for each candidate, as an alternative option to the digital files. The music tracks provided in both formats will be identical; candidates **do not** need to be provided with both. **The CDs must not be played before the examination and must be kept in secure storage.**
2. Each centre will be supplied with **one copy of the CD per candidate.**
3. Candidates may listen to the tracks as many times as they need.
4. Candidates may use any suitable audio playback equipment. This can include MP3 players, tablets, PCs, laptops and personal stereo players of adequate quality with fast forward and reverse scan facilities, and it must be possible for candidates to see the timing of each extract. **Where candidates are using tablets, laptops or PCs, access to the Internet is strictly prohibited. Access to the Internet must be disabled for the entire duration of the examination. There must also be no access to data stored on the hard drive (aside from the digital audio files for the examination), email or portable storage media (aside from the CD issued for the examination).**
5. The audio playback equipment should be fully charged or fitted with fresh batteries if it cannot be powered from a mains electricity supply. CD players, MP3 players, tablets, PCs and laptops should be checked and serviced in advance of the examination date. At least one spare audio playback device should be available in case of an emergency.
6. The equipment should be set up and tested at least 30 minutes before the start of the examination. It is strongly advised that candidates are familiarised with the functionality of any device/software ahead of the examination.
7. Candidates will need a booklet of scores for Section B: Analysis (provided as an insert).

### The examination

8. Before the examination begins, the Question Paper/Answer Books should be distributed to candidates together with the CDs (if using). Candidates should be asked to complete the details on the front cover.
9. Invigilators must ensure that volumes are set at a level which will not distract other candidates. They must also ensure that candidates do not listen to the music tracks before the start of the examination.
10. Candidates' attention should be drawn to the instructions and information printed on the front cover of the Question Paper/Answer Book. Candidates must not open the Question Paper/Answer Book until they have read these instructions and the invigilator has answered any queries.

Candidates' attention should be drawn to the weighting of sections and the instructions regarding listening to the corresponding tracks on the CD or digital audio files for the Areas of study chosen. They should be reminded that they should allocate their time appropriately and that they may answer the questions/sections in any order. They should also be reminded that they must use black ink or black ball-point pen to write their answers and that they must write their answers in the spaces provided.

Candidates should be made aware that they must not access the tempo adjustment function as they are not allowed to change the speed of the original recording when they listen to it (they should be advised that any breach of this regulation could lead to malpractice proceedings).

11. Candidates are not permitted to borrow audio playback equipment from another candidate while the examination is in progress if a fault develops with their own equipment, or for any other reason. In such an event the invigilator may supply the candidate with a standby machine provided by the centre (see point 5 above). The candidate must remain under supervision at all times and must be allowed the full amount of time specified for the examination.

### After the examination

12. At the end of the examination, the Question Paper/Answer Books should be sent to the examiner, using the address labels provided.
13. The CD is produced for the purposes of the examination. Any use of the CD or digital audio files outside of this specific purpose will result in a serious breach of copyright law. After the examination has taken place, all CDs **must** be returned to Patrick Donlon, Despatches, AQA, Stag Hill House, Guildford, Surrey, GU2 7XJ. Furthermore, the CD may not be copied or made available via an intranet, website or VLE. If you have any queries please contact the Music subject team by ringing 01483 437750 or emailing [music@aqa.org.uk](mailto:music@aqa.org.uk).
14. The listening files must be removed from the MP3 players, laptops or tablets, and the MP3 players, laptops or tablets must be cleared of files prior to the commencement of the next examination.
15. The files **must not** be retained by the centre. They must be deleted from the centre's computer network after the examination.

### Problems

16. If the candidate's MP3 player, CD player, tablet, PC or laptop breaks down, the candidate may be provided with a standby machine provided by the centre (see point 5 above). The candidate must remain under supervision throughout and must be allowed the full amount of time specified for the test. Exams Integrity must be informed of the incident in writing as soon as possible after the test (emails should be sent to [irregularities@aqa.org.uk](mailto:irregularities@aqa.org.uk)).
17. If the candidate's CD is faulty, the candidate must be provided with a replacement. The candidate must remain under supervision throughout and must be allowed the full amount of time specified for the test. Exams Integrity must be informed of the incident in writing as soon as possible after the examination.

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