



The use of word processing in examinations

A word processor cannot be granted to a candidate because he/she prefers to type rather than write or can work faster on a keyboard, or because he/she uses a laptop at home.

The use of a word processor must reflect the candidate's normal way of working within the centre and should be appropriate to the candidate's needs.

The following candidates may perhaps benefit from the use of a word processor; for example a candidate with:

- A learning difficulty which has a substantial and long term adverse effect on their ability to write legibly;
- A medical condition;
- A physical impairment;
- A sensory impairment;
- Planning and organisation problems when writing by hand;

This list is not exhaustive.

The spelling and grammar checks are disabled on all examination laptops; if the candidate enables the spelling and grammar checks, this is malpractice and will be reported to the Examination Board.

If required, the laptop can be supplied with an additional normal size keyboard and/or mouse.

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