



## Preparing pupils for on-screen marking of test scripts

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The majority of key stage 2 tests will be marked on screen. To help ensure pupils' test scripts can be scanned and their answers read and marked on screen, teachers should follow the advice below.

- Pupils must use a dark pencil or a pen with blue or black ink to provide their answers. They must not use glitter pens or coloured pens, in particular red. These are illegible when scanned for on-screen marking.
- If a pupil needs to change an answer, they should be encouraged to cross out their incorrect answer, rather than rub it out, and write their new answer next to it. This is because partially rubbed out answers can sometimes reappear during the scanning process, which could result in a pupil's answer being marked as incorrect.
- For mathematics questions where drawing is required, pupils should be encouraged to fully rub out their original answer before recording their new answer.
- Pupils should keep their test scripts in good condition and not fold or crumple their answer booklets. Folded or crumpled scripts don't scan clearly.
- Answer booklets will be cut and scanned for on-screen marking. The example on the following page shows which sections will be cut off. When preparing pupils for the tests, encourage them to write their answers in the space provided. Responses in the margins or the grey area will not be marked. Pupils can use any other white space to do their working out in the mathematics tests.
- The answer booklets include barcodes so each page of a test script is associated with the right pupil. Pupils must not colour in or write on the barcodes positioned at the base of each page.

For more information, contact the national curriculum assessments helpline on 0300 303 3013 or email [assessments@education.gov.uk](mailto:assessments@education.gov.uk)

**Key stage 2  
mathematics paper**

**24**

15.4 – 8.

1 mark

Pupils must not write in the grey margin area – this area is trimmed during preparation for marking and pupils' answers written here will be lost.

**25**

1 3 3 0 1 6

Show your method

Pupils must not write on or around the lines at the top and bottom of a page.

2 marks

Pupils must not colour in or write on the barcodes positioned at the base of each page.

