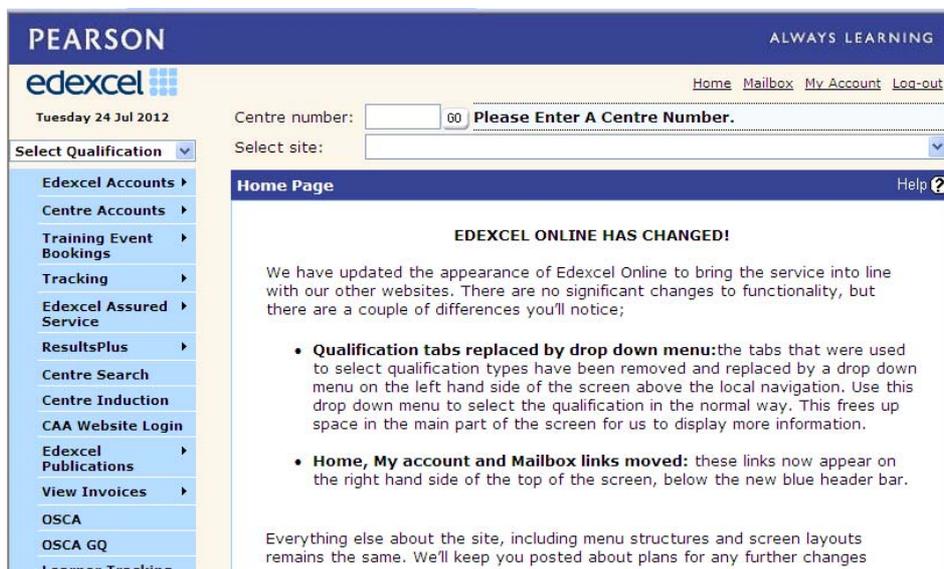


How to access your E9 Moderator Feedback Report

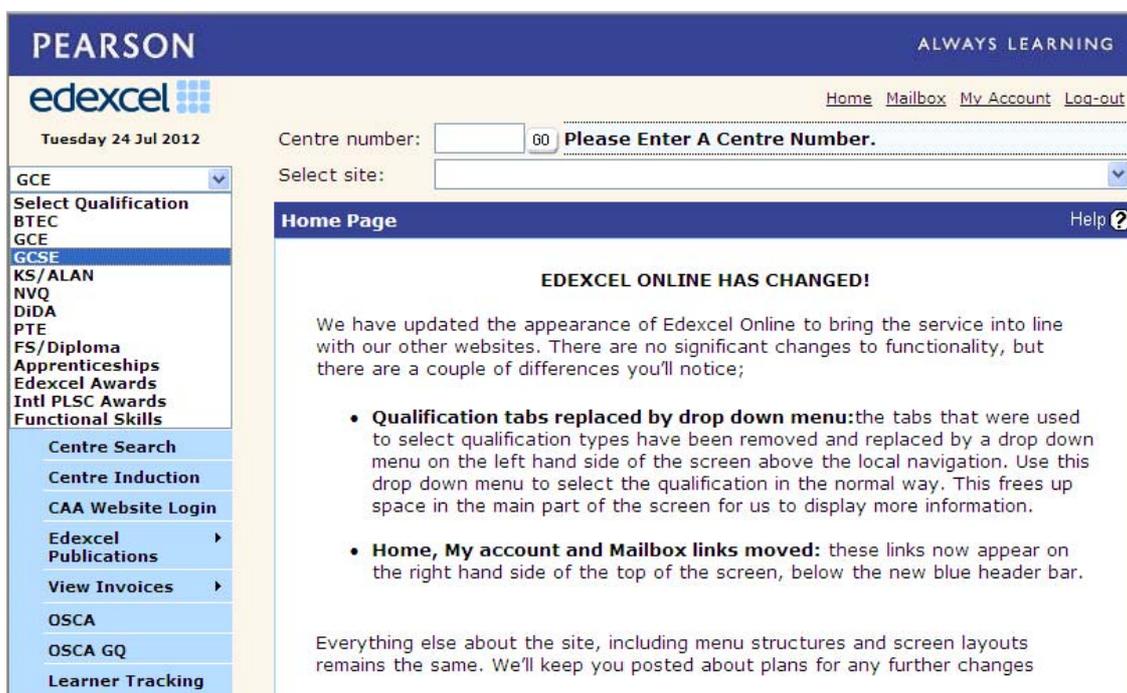
1. Login to Edexcel Online at the following address and enter Centre number:

<https://www.edexcelonline.com/Account/Login.aspx>



The screenshot shows the Edexcel Online login page. At the top, there is a blue header with the Pearson logo and 'ALWAYS LEARNING'. Below this is the 'edexcel' logo and navigation links: Home, Mailbox, My Account, and Log-out. The date 'Tuesday 24 Jul 2012' is displayed. The main content area has a form with 'Centre number:' and a 'GO' button. A message reads 'Please Enter A Centre Number.' Below the form is a 'Select site:' dropdown menu. On the left, there is a navigation menu with 'Select Qualification' expanded to show a list of options: Edexcel Accounts, Centre Accounts, Training Event Bookings, Tracking, Edexcel Assured Service, ResultsPlus, Centre Search, Centre Induction, CAA Website Login, Edexcel Publications, View Invoices, OSCA, OSCA GQ, and Learner Tracking. The main content area is titled 'Home Page' and contains a message: 'EDEXCEL ONLINE HAS CHANGED!'. The message states: 'We have updated the appearance of Edexcel Online to bring the service into line with our other websites. There are no significant changes to functionality, but there are a couple of differences you'll notice;'. It lists two changes: 'Qualification tabs replaced by drop down menu' and 'Home, My account and Mailbox links moved'. At the bottom, it says: 'Everything else about the site, including menu structures and screen layouts remains the same. We'll keep you posted about plans for any further changes'.

2. Select the 'GCSE' tab from the menu on the left hand side of the page



The screenshot shows the Edexcel Online login page with the 'GCSE' option selected in the 'Select Qualification' dropdown menu. The rest of the page is identical to the previous screenshot, showing the 'Please Enter A Centre Number' message and the 'EDEXCEL ONLINE HAS CHANGED!' announcement.

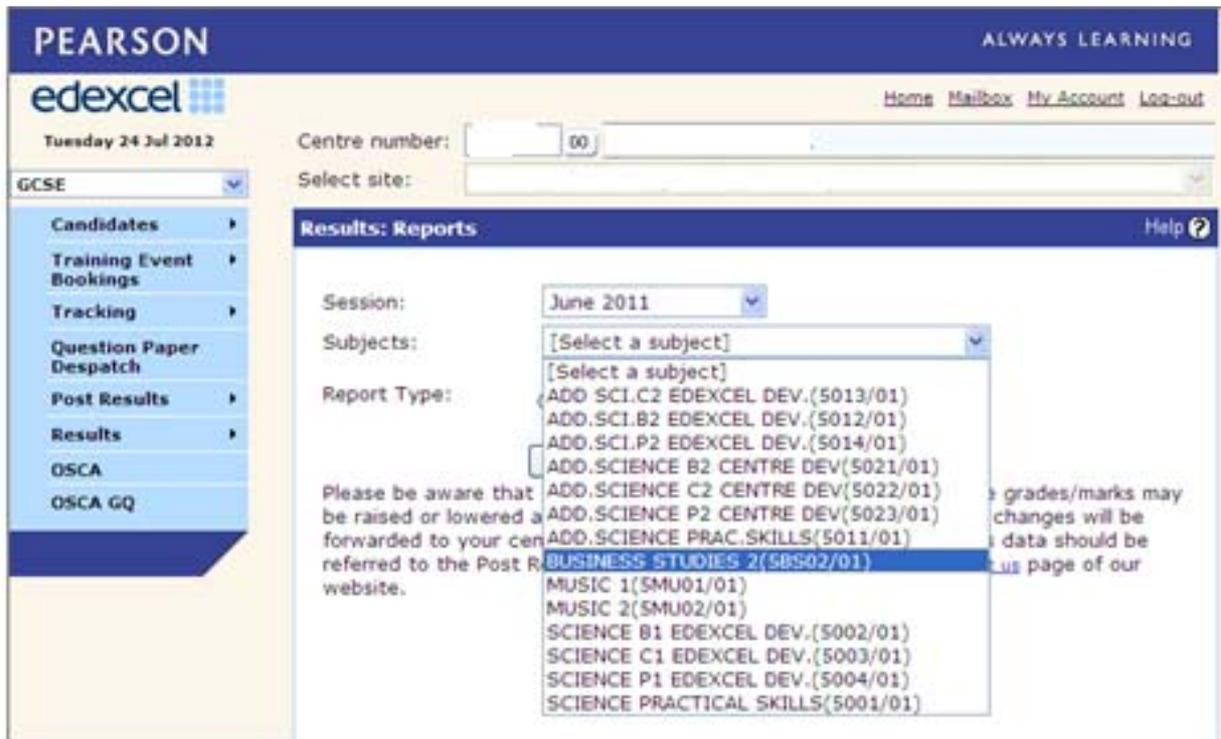
- Select the 'Results' tab on the left hand side of the page and then select 'Moderator Reports'.

The screenshot shows the Pearson Edexcel Online homepage. The header includes the Pearson logo and 'ALWAYS LEARNING'. Below the header, there are navigation links for 'Home', 'Mailbox', 'My Account', and 'Log-out'. The date 'Tuesday 24 Jul 2012' is displayed. A 'Centre number' field is present with a 'GO' button and a message 'Please Enter A Centre Number.'. A 'Select site' dropdown menu is also visible. On the left, a navigation menu lists various options: 'Candidates', 'Training Event Bookings', 'Tracking', 'Question Paper Despatch', 'Post Results', 'Results', 'OSCA', and 'OSCA GQ'. The 'Results' option is selected, and a sub-menu is open, showing 'Search', 'Reports - Bulk Download', 'Moderator Reports', 'Maintain Results Report', 'Report Delivery Options', and 'Report Options Audit Trail'. The 'Moderator Reports' option is highlighted. The main content area displays 'GCSE' and a 'Welcome to the GCSE section of Edexcel Online.' message. Below this, there is a section for 'Important News' with a warning about submitting multiple initial candidate entries via spreadsheets.

- Select the session i.e. 'June 2012'

The screenshot shows the 'Results: Reports' section of the Pearson Edexcel Online interface. The header and navigation elements are the same as in the previous screenshot. The 'Results' option in the left navigation menu is selected. The main content area is titled 'Results: Reports' and features a 'Session:' label next to a dropdown menu. The dropdown menu is open, showing a list of sessions: '[Select A Session]', '[Select A Session]', 'June 2012', 'March 2012', 'January 2012', 'November 2011', 'June 2011', 'March 2011', 'January 2011', 'November 2010', 'June 2010', 'March 2010', 'January 2010', 'November 2009', 'June 2009', 'March 2009', 'January 2009', 'November 2008', 'June 2008', 'March 2008', 'January 2008', 'November 2007', 'June 2007', 'March 2007', and 'January 2007'. The 'June 2012' session is highlighted. Below the dropdown menu, there is a warning message: 'Please be aware that due to ongoing... be raised or lowered as a result of t... forwarded to your centre via fax or... referred to the Post Results Helpline... website.' The bottom of the page includes a 'Home' link and a '0.00' value.

5. Select your subject e.g. Business Studies (5BS02)



6. Then click the 'Submit' button which will be followed by a message saying that your report will be in your 'Mailbox' (found at the top of the screen), in 2 hours. This normally only takes up to 10 minutes.

NB: You will need to select and 'Submit' each of your units individually which will be sent as separate messages to your Mailbox in your Edexcel Online account.

