1. **Abbreviations used in Marking Schemes:**

   **M** denote method marks. Such marks are awarded for using a suitably correct method to answer the relevant question.

   **A** denote accuracy marks following from a correct method. A marks are only awarded if there is explicit or implied evidence that the candidate is using an appropriate method.

   **B** denote accuracy marks, given independent of method used. In awarding B marks, no evidence is sought as to the method employed to answer the question.

   **Aft** denotes follow through accuracy marks. In some questions, the use of a previous answer is necessary in order to work out the final answer. When an the accuracy mark is deemed as ft, candidate will get the mark for an inaccurate answer as long as the given answer follows from correct accurate working using previous incorrect answer.

   **FNW**: In some questions/ part questions, although the total mark is broken down into M and A marks, the total mark is designated as **FNW** (full marks no working). In such cases, candidates still get full marks even if they do not show the method used provided that candidates give a FULLY CORRECT ANSWER.

2. **Trial & Error Methods:** Unless the marking scheme specifies to the contrary, candidates obtaining correct answers using trial & error methods are NOT penalised.

3. **Do not follow the marking scheme blindly.** If a candidate uses a valid method that is not mentioned in the marking scheme, use your discretion to give credit to the candidate’s work within the parameters of the marks allotted to the question. When allotting marks in this manner, specify this by writing **OS** (Outside Scheme) next to the marks awarded for that question.

4. **Misreading of questions:** Sometimes questions are misread, e.g. a number is copied incorrectly from the exam paper. If the question has been simplified, do not award marks. Otherwise, mark initially so as not to penalise the misreading. Add the component marks and subtract one mark from the total mark obtained. Indicate this by writing **MR** next to the mark awarded for that question.