

# Word processor cover sheet

Please read the attached notes before completing this form.

<b>Examination series</b>	
<b>Centre No</b>	

<b>Candidate No</b>		<b>Candidate name</b>	
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<i>Examination for which a word processor was used</i>			
<b>Awarding body</b>	<b>Specification title</b>	<b>Specification entry code</b>	<b>Unit/ component</b>
Comments (if appropriate):			
Some questions were answered in the answer booklet.		<b>Yes</b>	<b>No</b>

## Notes on the completion of the Word Processor cover sheet

### Centre:

- **Examination scripts:** Please refer to the relevant awarding body's instructions when completing this form.
- The script **must** be produced in accordance with the regulations in **Chapter 14, section 14.25, of the JCQ publication Instructions for conducting examinations. Failure to comply may constitute malpractice which could lead to the disqualification of the candidate.**
- The information required in the boxes on the form **must** be correct and complete.
- In the box marked Comments please indicate whether any problems were experienced with the production of the script, which should be drawn to the attention of the examiner.