

B3.1 Publications

The information given in this section of the handbook must be read in conjunction with the appropriate guide for each subject.

May and November 2014 examination sessions	
Title of publication	Date of issue
<i>History guide</i>	March 2008, revised May 2009
<i>History teacher support material</i>	September 2008, revised August 2011
<i>History specimen papers</i>	September 2008, revised 2009
<i>Geography guide</i>	February 2009
<i>Geography teacher support material</i>	September 2009
<i>Geography specimen papers</i>	February 2009
<i>Economics guide</i>	November 2010, updated August 2012
<i>Economics teacher support material</i>	February 2011 (only available in html)
<i>Philosophy guide</i>	March 2007 (revised edition published January 2010), updated August 2012
<i>Philosophy teacher support material</i>	September 2007
<i>Philosophy specimen papers</i>	March 2007
<i>Psychology guide</i>	February 2009
<i>Psychology teacher support material</i>	November 2009
<i>Psychology specimen papers</i>	May 2009
<i>Social and cultural anthropology guide</i>	February 2008
<i>Social and cultural anthropology teacher support material</i>	September 2008
<i>Social and cultural anthropology specimen papers</i>	September 2008
<i>Business and management guide</i>	March 2007
<i>Further clarifications to business and management guide</i>	August 2008
<i>Business and management teacher support material</i>	September 2007
<i>Business and management specimen papers</i>	September 2007

<i>Information technology in a global society guide</i>	January 2010
<i>Information technology in a global society teacher support material</i>	March 2010
<i>Information technology in a global society specimen papers</i>	January 2010
<i>World religions guide (for first examinations 2013)</i>	May 2011
<i>World religions teacher support material (First examinations 2013)</i>	May 2011

B3.2 Summary of latest arrival dates: May and November 2014 sessions

Action	To	Latest arrival date	Method/forms
Submit predicted grades and marks for internal assessment	IB Assessment Centre	10 April 2014/ 10 October 2014	IBIS
Submit sample internal assessment work	Moderator	20 April 2014/ 20 October 2014	Form 3/CS

B3.3 Internal assessment

Internal assessment, based on work completed by candidates during the course, is a requirement for all group 3 subjects at both higher level and standard level. The submission of sample work from candidates allows the IB to moderate the marking of teachers in order to achieve a common standard across schools.

B3.3.1 Samples for moderation

The samples for moderation must be those identified by IBIS. For each sample candidate complete a coversheet [form 3/CS](#). If the candidates' original work is submitted for moderation, you are advised to retain copies of the work and forms. The work submitted must be securely bound together. Do not use plastic pockets and ring binder files.

If the work of any of the sample candidates is “atypical”, this should be noted on the form 3/CS and the work of another candidate, with a similar score, added to the sample.

For geography, do not submit soil or vegetation specimens.

Give to the coordinator, by any internal school deadlines:

- candidates' predicted grades and marks for internal assessment
- the coversheet form 3/CS for each sample candidate, signed and dated by the teacher and candidate
- the work of the sample candidates.

B3.3.2 Internal assessment requirements

The following table summarizes the nature of the work that is required for each group 3 subject.

Subject and level	Nature of work
<i>History HL and SL</i> A historical investigation of 1,500–2,000 words	Written assignment
<i>Geography HL and SL</i> One fieldwork written report of 2,500 words based on a theme in the syllabus	Fieldwork
<i>Economics HL and SL</i> Portfolio of three commentaries. Each commentary must not exceed 750 words each	Portfolio
<i>Philosophy HL and SL</i>	Philosophical analysis

A philosophical analysis of non-philosophical material of
1,600–2,000 words

Psychology HL

Experimental study

An experimental study of 1,500–2,000 words

Psychology SL

Experimental study

An experimental study of 1,000–1,500 words

Social and cultural anthropology HL

Fieldwork

One field research report of 2,000 words maximum

Social and cultural anthropology SL

Observation and criticism exercise

Two activities:

A one-hour observation followed by a written report of
600–700 words

A critique of the initial report of 700–800 words

Business and management HL

Research project

A research project composed of a research proposal and
action plan (maximum 500 words) and a written report
(maximum 2,000 words), which addresses an issue facing
an organization or analyses a decision to be made by an
organization

Business and management SL

Written commentary

A written commentary (maximum of 1,500 words) based
on three to five supporting documents about a real issue or
problem facing a particular organization

Information technology in a global society HL/SL

Project

Project: a zip file (max size 750MB) containing a cover
page, product, screencast and documentation of up to
2,000 words

World religions SL

Written analysis

A investigative study of an aspect of the religious
experience, practice or belief of a group and/or individual
adherents (between 1,500–1,800 maximum)

B3.4 Business and management HL and SL: case study

In November, the IB Assessment Centre will make available to schools a copy of the case study for higher level and standard level paper 1 for use in the written examinations the following year. For example, in November 2013, schools will be able to access the case study to be used in the May and November 2014 examinations. An online copy of the case study will be posted on the online curriculum centre and IBIS. Schools are responsible for providing candidates with a clean copy of the case study in the paper 1 examination.

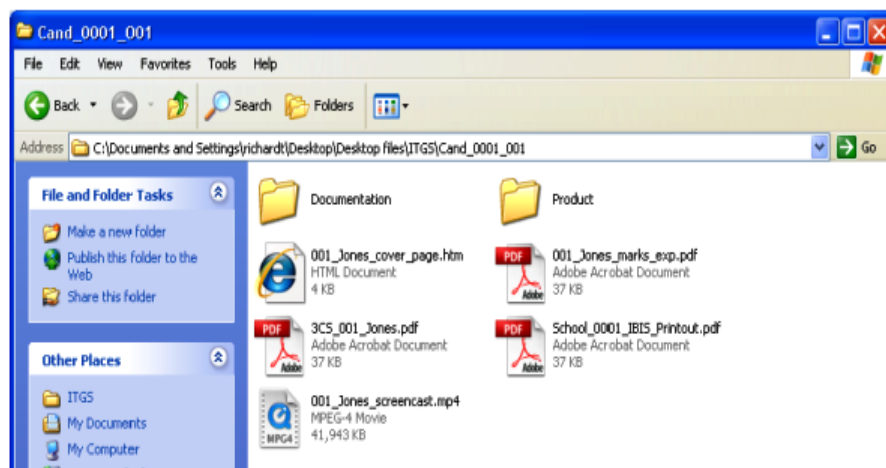
B3.5 Information technology in a global society: project

School level

The school provides a CD-ROM/DVD for each candidate that contains their zip file, ie a school with five candidates in the sample would send five zip files.



The school must include a scanned copy of the IBIS print out that shows the candidates selected for the sample in the zip folder of the first candidate of the sample (ie the candidate with the lowest number), see School_0001_IBIS_Printout.pdf in screenshot below.



Candidate level

Each candidate is expected to submit their Project in a zip file.

The zip folder that contains each candidate's work must be clearly labelled with the session number and surname of the candidate.

The screencast should be located in the top level folder (see 001_Jones_screencast.mp4 in screenshot above).

For each candidate the teacher will submit a completed [form 3/CS](#) as a PDF and enclose it within the top level folder (see 3CS_001_Jones.pdf in screenshot above).

For each candidate it is recommended that the teacher adds an explanation for the awarding of the marks as a PDF file within the top level folder (see 001_Jones_marks_exp.pdf in screenshot above).

B3.6 Information technology in a global society higher level: case study

In May, the IB Assessment Centre will make available to schools a copy of the case study for higher level paper 3 for use in the written examinations the following year. For example, from May 2013 schools have been able to access the case study to be used in the May and November 2014 examinations. An online copy of the case study will be posted on the online curriculum centre and IBIS. Schools are responsible for providing candidates with a clean copy of the case study in the paper 3 examination.

B3.7 Psychology: ethical guidelines for internal assessment

The IB acknowledges that individual cultures have different interpretations of how ethical issues should be resolved in relation to experimental study. Based on feedback from examiners, both teachers and candidates need clear guidelines when they are considering possible topics for experimental study.

The following guidelines must be applied to all experimental studies.

- Candidates must ensure that informed consent is given by participants before experimentation commences.
- Any experimental study that creates anxiety, stress, pain or discomfort for participants must not be permitted.
- Any experimental study that involves unjustified deception, involuntary participation or invasion of privacy, including the inappropriate use of information technology (IT), email and the internet, must be avoided. There may be rare occasions when such infringements cannot be avoided, in which case the approval of other experienced psychologists should be sought before proceeding. (See the online curriculum centre for further guidance.)
- All participants must be informed before commencing the experimental study that they have the right to withdraw at any time. Pressure must not be placed on any individual participant to continue with the investigation beyond this point.
- Each participant must be informed of the aims and objectives of the research and must be shown the results of the research.
- Experimental studies involving children need the written consent of parent(s) or guardian(s). Candidates must ensure that parents are fully informed about the implications for children who take part in such research. Where an experimental study is conducted with children in a school, the written consent of the teacher(s) concerned must also be obtained.
- Participants must be debriefed and given the right to withdraw their own personal data and responses. Anonymity for each participant must be guaranteed.
- Teachers and candidates must exercise the greatest sensitivity to local and international cultures.
- Candidates must avoid conducting research with any adult who is not in a fit state of mind and cannot respond freely and independently.
- If any participant shows stress and/or pain at any stage of an experimental study, the investigation must finish immediately, and the participant must be allowed to withdraw.
- Non-human animals must not be used for experimental study.
- All data collected must be kept in a confidential and responsible manner and not divulged to any other person.

- Candidates must regard it as their duty to monitor the ways in which their peers conduct research, and to encourage public re-evaluation of any research that contravenes these guidelines.
- Experimental studies that are conducted online, using IT methods, are subject to the same guidelines. Any data collected online must be deleted once the research is complete. Such data must not be used for any purpose other than the conduct of the experimental study.