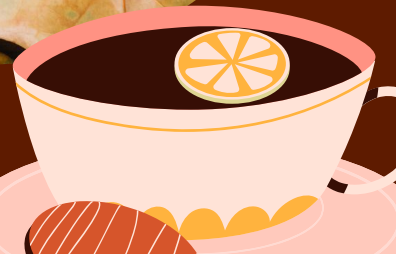




New IB Coordinators

IBMA Meeting 11/17/24



Possible Topics



Topics

IB Registration with IBIS

Teachers and students verify registrations

Inclusive Arrangements on IBIS

IA Calendar - creating a calendar

Clarification of Deadlines - review dates

Testing Calendar - create and share early

Upload Reminders

General Questions?



IB Registration on IBIS

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Diploma session: MAY 2024 School: 004797 - Seneca Valley High School Role: DIPLOMA COORDINATOR

[Home](#) | [Candidate](#) | [Subject](#) | [Resources](#) | [School](#) | [Library](#)

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Home page

Upcoming deadlines

7 Deadline for requesting inclusive access arrangements

DAYS 15 November 2024
May 2025 session

7 Special request in groups 2 to 6

DAYS 15 November 2024
May 2026 session

[View all deadlines](#)

There are 11 deadlines in the next 30 days.

News

Late candidate arrivals process for the November 2024 examination session

Posted on 21 Oct 2024

While candidates must make every effort to arrive in time for the start of each examination, the IB recognizes that there may be unforeseen circumstances that may result in a candidate arriving late. [\[more\]](#)

- Candidate arrives before the examination has finished: Please complete the [DP/CP Late candidate arrival 2024 survey](#).
- Candidate arrives after the examination has finished: Please contact the IB using the email link "adverse circumstances" under "contact us" on IBIS or email adverse@ibo.org.

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Subject



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School



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- [School person maintenance](#)
- [Teacher subject maintenance](#)

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Verify Registrations - Teachers

Diploma session: MAY 2025 **School:** 004797 - Seneca Valley High School **Role:** DIPLOMA COORDINATOR

Home Candidate Subject Resources School Library

Candidate registration

Statistics

Category	In progress	Reg
Anticipated	0	
Career-related programme	0	
Career-related programme - anticipated	0	
Course	1	
Diploma	0	
Total	1	

Pre-registration **Registration** **Post registration** **Reports**

- Invoice breakdown
- Registration fee summary
- Candidate report
- Subject report
- Candidate checklist
- Include/exclude candidates from statistical reports
- Statistics report
- Creativity, Activity, Service report



Verify Registrations - Teachers



Group	1
ENGLISH A EE	
ksp872	(004797 0461) -
lfrn071	(004797 0462) -
ENGLISH A: Lang and Lite	
lhw147	(004797 0057) -
lhw490	(004797 0058) -
lhw509	(004797 0060) -
lhw124	(004797 0061) -
lhw488	(004797 0062) -
lhw489	(004797 0063) -
lhw326	(004797 0064) -
lhw351	(004797 0067) -
lhw525	(004797 0072) -
lhw640	(004797 0079) -
lhw799	(004797 0080) -
lhw565	(004797 0082) -
lhw377	(004797 0083) -
lhw903	(004797 0084) -
lhw056	(004797 0088) -
lhw795	(004797 0089) -
lhw115	(004797 0090) -
lhw117	(004797 0092) -
lhw128	(004797 0093) -
lhw793	(004797 0094) -
lhw365	(004797 0095) -
lhw789	(004797 0096) -
lhw376	(004797 0097) -
lhw607	(004797 0100) -

Verify Registrations - Students

Diploma session: MAY 2025 **School:** 004797 - Seneca Valley High School **Role:** DIPLOMA COORDINATOR

Home Candidate Subject Resources School Library

Candidate registration

Statistics

Category	In progress	Reg
Anticipated	0	
Career-related programme	0	
Career-related programme - anticipated	0	
Course	1	
Diploma	0	
Total	1	

Pre-registration **Registration** **Post registration** **Reports**

- Invoice breakdown
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- Subject report
- Candidate checklist
- Include/exclude candidates from statistical reports
- Statistics report
- Creativity, Activity, Service report



Verify Registrations - Students

Birth date	20 January 2007			
Nationalities	UNITED STATES			
Languages	ENGLISH			
Session details				
Category	DIPLOMA			
CAS registered	CAS is registered			
CAS completed?	PENDING			
Transfer candidate	No			
Date registered	23 September 2024			
Date registration last changed	23 September 2024			
Withdrawn	No			
School Year/Grade	12			
Subject details				
Subject option	Level	Language	Diploma subject	
BIOLOGY	HL	ENGLISH	Yes	
ENGLISH A Language and Literature	HL	ENGLISH	Yes	
HISTORY EUROPE	HL	ENGLISH	Yes	
MATHEMATICS ANALYSIS AND APPROACHES	HL	ENGLISH	Yes	
PSYCHOLOGY	SL	ENGLISH	Yes	
THEORY KNOWL.	TK	ENGLISH	Yes	
WLD. STUDIES HEALTH AND DEV	EE	ENGLISH	Yes	
Registration status				
Registration accepted				
Previous session				
May 2024 (ANTICIPATED)				
Subject option	Level	Language	Diploma subject	Grade



Inclusive Arrangements on IBIS

English | Español | Français

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Diploma session: MAY 2024 School: 004797 - Seneca Valley High School Role: DIPLOMA COORDINATOR

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Home page

Upcoming deadlines

- 7** **Deadline for requesting inclusive access arrangements**
15 November 2024
MAY 2025 session
- 7** **Special request in groups 2 to 6**
15 November 2024
MAY 2026 session

[View all deadlines](#)
There are 11 deadlines in the next 30 days.

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 - Predicted grade entry
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Inclusive Arrangements on IBIS

English | Español | Français

IBIS - International Baccalaureate Information System

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Diploma session: MAY 2025 School: 004797 - Seneca Valley High School Role: DIPLOMA COORDINATOR

Home **Candidate** Subject Resources School Library My shortcuts

Candidate

- Candidate registrations
- Examination schedule
- Statistics**
- Candidate results
- Categories**
- Request for results services
- Online Diploma reports
- Request for inclusive access arrangements

	Registration status (No. of candidates)					Total
	In progress	Registration complete	Registered with errors	Edited	Pending approval	
Anticipated	0	16	0	1	0	17
Career-report	0	58	0	0	0	58
Career-report	0	39	0	0	0	39
Course	1	342	0	1	0	344
Diploma	0	26	0	0	0	26
Total	1	481	0	2	0	484

Pre-registration **Registration** **Post registration** Reports

- Invoice breakdown
- Registration fee summary
- Candidate report
- Subject report
- Candidate checklist
- Include/exclude candidates from statistical reports
- Statistics report
- Creativity, Activity, Service report

https://ibis.ibo.org/candidates/candidate_registration/initiate_registration.cfm

8:31 PM 11/7/2024

Inclusive Arrangements on IBIS



Diploma session: MAY 2025 **School:** 004797 - Seneca Valley High School **Role:** DIPLOMA COORDINATOR

Home **Candidate** Subject Resources School Library My shortcuts
Add to shortcut

Candidate list

Information
To display all candidates, please use Search candidates without filling any candidate information on the search filters below

Search candidates [Hide search](#)

Candidate first name Candidate last name Session no: Status Arrangement group:

Arrangement: [Reset search](#)



Create an IA Calendar

Group 1 - Subject	Teacher	Name of IA	Deadline	Links to supports
1 - Lang Lit HL (yr 2)	Crouse/Jackson	Individual Oral	Done in year 1	None
1 - Lit HL (yr 2)	Billard	Individual Oral	3/10-3/14	
1 - Lit HL (yr 1)	Hasty	HL Essay	Late May	HL Exemplars (InThinking, IB)
1 - Lang Lit SL (seniors)	James	Individual Oral		Models Here All prep done in class
1 - Lang Lit HL (yr 1)	Taylor/Bayer	Individual Oral	5/24/24	Models Here All prep done in class
Group 2 - Subject	Teacher	Name of IA	Deadline	Links to supports
2 - French HL	Ashe	Oral Individuel	3/13 - 3/20	
2 - French Ab initio/SL/HL	Hanford	Oral Individuel	3/13 - 3/20	
2 - Spanish SL/HL	Reyes	Oral Individual	3/13 - 3/20	Ab Initio Overview SL Overview en español SL Overview in English HL Overview en español HL Overview in English

Become BEST FRIENDS with these documents

Diploma Programme Assessment procedures 2025

DP • Diploma Programme • Available in 7 languages • [5 results in publication](#) ›

Career-related Programme Assessment procedures 2025

CP • IB Career-related Programme • Available in 3 languages • [5 results in publication](#) ›



Important Dates to Remember

Subject/component	Latest arrival date
Extended essay	15 March/15 September
Theory of knowledge essay	15 March/15 September
Language A: literature HL essay	15 March/15 September
Language A: language and literature HL essay	15 March/15 September
Classical languages: HL composition	15 March/15 September
Literature and performance SL written assignment	15 March/15 September
Film: textual analysis	15 March/15 September
Dance: dance investigation	15 March/15 September



Important Dates to Remember

Music: exploring music in context	15 March/15 September
Theatre: research presentation	15 March/15 September
Visual arts: comparative study	15 March/15 September
Language A: literature SL individual oral (school-supported self-taught)	20 April/20 October
Visual arts: process portfolio	30 April/30 October
Music: presenting music	30 April/30 October
Film: comparative study and collaborative film project	30 April/30 October
Dance: composition and analysis	30 April/30 October
Theatre: solo theatre piece and collaborative project	30 April/30 October



Important Dates to Remember

C3.8.1 Timelines

The upload windows for eCoursework are as follows.

[View full table](#)

Opening date	Deadline	Components
15 January/15 July	15 March/15 September	Early components: Theory of knowledge essay Studies in language and literature HL essay Extended essay Classical languages: composition Literature and performance: written assignment Dance: dance investigation Film: textual analysis Music: exploring music in context Theatre: research presentation Visual arts: comparative study
15 January/15 July	20 April/20 October	All internally assessed components, studies in language and literature individual oral, language A: literature individual oral (school-supported self-taught)
15 January/15 July	20 April/20 October	Self-taught students—recordings and related material
15 January/15 July	30 April/30 October	Externally assessed components: Dance: composition and analysis Film: comparative study and HL collaborative film project Music: presenting music Theatre: HL solo theatre piece and collaborative project Visual arts: process portfolio



Create an IB Testing Calendar (include AP)

SVHS International Baccalaureate Diploma Programme and AP Testing Calendar – April/May 2025
 Testing Locations: (SV) SVHS Classroom, (SA) Salvation Army, or (MC) Montgomery College

Monday 4/28/25	Tuesday 4/29/25	Wednesday 4/30/25	Thursday 5/1/25	Friday 5/2/25
NO EXAMS	NO EXAMS	Physics & SEHS SL Physics Paper 2 = 1h 30m SEHS Paper 2 = 1h 15m Arrival time: 8:30am	No EXAMS	Bus Mgmt SL/HL HL Paper 2 = 1h 45m SL Paper 2 = 1h 30m Arrival: <u>8:30am</u>
NO EXAMS	Physics & SEHS SL Phys. P 1a and 1b = 1h 30m SEHS Paper 1 = 45m Paper 3 = 1h Arrival time: 12:30pm	Bus Mgmt SL/HL Paper 1 = 1h 30m Bus Mgmt HL Paper 3 = 1h 15m Arrival 12:30pm	NO EXAMS	ESS SL Paper 1 = 1h Arrival 12:30pm
Monday 5/5/25	Tuesday 5/6/25	Wednesday 5/7/25	Thursday 5/8/25	Friday 5/9/24
ESS SL Paper 2 = 2h Arrival <u>8:30am</u>	History HL Paper 3 = 2h 30m Arrival <u>8:30am</u>	NO IB EXAMS	Psychology SL Paper 2 = 1h Arrival <u>8:30am</u> AP African Amer. Stud. (D) AP Statistics	Lang Lit/Lit SL/HL HL Paper 2 = 1h 45m Arrival <u>8:30am</u> AP US (D)
History HL Paper 1 = 1h Paper 2 = 1h 30m Arrival <u>12:30pm</u>	No IB Exams AP Govt.	Psychology SL Paper 1 = 2h Arrival <u>12:30pm</u> AP Comp. Sci A	Lang Lit/Lit SL/HL HL Paper 1 = 2h 15m SL Paper 1 = 1h 15m Arrival <u>12:30pm</u>	Geography/Soc Cult. SL TM Paper 1 = 1h 30m Arrival <u>12:30pm</u>
Monday 5/12/25	Tuesday 5/13/25	Wednesday 5/14/25	Thursday 5/15/25	Friday 5/16/24
Geography/Soc Cult. SL Geo Paper 2 = 1h 15m Soc Cult. Paper 2 = 1h 30m Arrival <u>8:30am</u> AP Calculus AB	Biology HL Paper 2 = 2h 30m AP Precalculus	Economics SL Eco Paper 2 = 1h 15m Arrival <u>8:30am</u>	Spanish ab, SL, and HL (SV) Listening Comprehension HL Paper 2 = 1h SL/ab initio Paper 2 = 45m Arrival <u>8:30am</u>	Math Analysis/Apps HL Paper 2 = 2h SL Paper 2 = 1h 30m Arrival <u>8:30am</u> AP US



Upload Reminders

C3.8.5 Identification of work

Schools are encouraged to keep coursework submissions anonymous.

- Schools may use the student's **personal code** (for example, abc123) as a means of identifying students' work on coursework and forms submitted to the IB. However, this information is not a requirement.
- Students are asked to avoid using their name, session number or the name or number of their school in their work, whether on the title page, headers, footers or anywhere else on the document.
- Student names or session numbers can be used in the document filenames only.

Students will not be expected to remove identifying marks from their work if the work is already complete, but we would ask schools to ensure students submit anonymous work to the IB in future.



Upload Reminders - Candidate Consent



Candidate consent (school template)

For students who do not use the candidates.ibo.org site to upload their eCoursework, the IB requires that student's IB school (via the programme coordinator or any other staff member authorized by the school) obtains consent and/or permission from the students (and their parents if required by your local law or school policies) allowing the upload of eCoursework on the student's behalf.

Below is a consent that students may sign to permit your school to upload eCoursework. If parental notice and consent is also required under your local law or school policies, please obtain these and ensure that copies are kept together with the Candidate consent.

The IB relies on legitimate interest when processing coursework of candidates to carry out its educational mandate. For additional information about the use of personal data and privacy for eCoursework, please refer to the eC3 Privacy Supplement. For additional terms and conditions applicable to eCoursework, please make reference to the T&Cs on IBIS, specifically the "Additional terms for eCoursework".

Candidate consent

By signing this declaration, you understand and consent to the programme coordinator or another authorized school staff member uploading your work to the IB's eCoursework system.

You also confirm that you are **at least 15 years old** and that the version of any materials you pass to your programme coordinator or another school staff member is the correct and final version, is your own work and that you have correctly acknowledged the work of others. Failure to do this will be investigated as a breach of IB regulations.

Signature.....

Print name.....

Date.....

General Questions



Review Program Updates



Implementation

Information for coordinators

 [Diploma Programme updates](#)

[IB Coordinator resource](#) 

[New DP/CP coordinator welcome pack](#) - PDF ▾

[Diploma Programme Student Recruitment Deck](#)

Authorization and programme evaluation

[Rules for IB World Schools \(for use from 1 October 2024\)](#) - PDF ▾

 [School visit resources](#)

Authorization

[Action plan for Programme standards and practices 2020](#) - DOC(X) ▾

[Programme standards and practices \(2014\)](#) - PDF ▾

[Programme development guidance for Diploma Programme candidate schools](#) 



Review Program Updates



Diploma Programme updates

[Programme updates, September 2024](#) - PDF ▾

[Programme updates, June 2024](#) - PDF ▾

[Programme updates, February 2024](#) - PDF ▾

[Coordinator's notes, September 2023](#) - PDF ▾

[Coordinator's notes, May 2023](#) - PDF ▾

[Coordinator's notes, January 2023](#) - PDF ▾

[Coordinator's notes, September 2022](#) - PDF ▾


[Coordinator's notes, May 2022](#) - PDF ▾

[Coordinator's notes, February 2022](#) - PDF ▾



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Seneca Valley HS, MoCo
Natasha_L_Ezerski@mcpsmd.org





In case no one told you
today - remember you are doing
an awesome job!!!

