

Please read the instructions printed at the end of this form. **One** of these sheets, suitably completed, should be attached to the assessed work of **each** candidate

Unit Title	5 ICT provision in a business			Unit Code	F244	Session		Year	
Centre Name							Centre Number		
Candidate Name							Candidate Number		
<p>Evidence: You produce an ICT proposal showing how you would <i>either</i> introduce ICT provision to a start-up business <i>or</i> update ICT provision in a business that is looking to improve and update its current limited ICT provision.</p>									
Criteria						Teacher Comment			Page No.
<p>AO1.1: You identify the possible uses of ICT by a business, the various forms ICT provision can take, the potential benefits and drawbacks of introducing/updating ICT to/in a business and the need for contingency planning in minimising the negative impacts of introducing/updating ICT; much of your evidence requires further clarification and elaboration; you demonstrate limited clarity and coherence with only basic use of business terminology – errors of grammar, punctuation and spelling may be noticeable and intrusive;</p> <p style="text-align: right;">[0 1 2 3 4 5]</p>		<p>AO1.2: you demonstrate a sound understanding of the possible uses of ICT by a business, the various forms ICT provision can take, the potential benefits and drawbacks of introducing/updating ICT to/in a business and the need for contingency planning in minimising the negative impacts of introducing/updating ICT; however, your evidence, at times, does not demonstrate sufficient depth; you demonstrate clarity and coherence, with appropriate use of business terminology – there may be occasional errors of grammar, punctuation and spelling but these are not intrusive;</p> <p style="text-align: right;">[6 7 8 9 10]</p>		<p>AO1.3: you demonstrate a clear and comprehensive understanding of the possible uses of ICT by a business, the various forms ICT provision can take, the potential benefits and drawbacks of introducing/updating ICT to/in a business and the need for contingency planning in minimising the negative impacts of introducing/updating ICT; your evidence displays both breadth and depth; you demonstrate clarity, coherence and fluency with effective and confident use of appropriate business terminology – there are few, if any, errors of grammar, punctuation and spelling.</p> <p style="text-align: right;">[11 12 13 14 15]</p>					
				Mark					
<p>AO2.1: Your ICT proposal is over-theoretical with only a basic attempt to apply it to the chosen business context; your presentation skills are limited and visual aids and/or other techniques, used to engage your audience, show a limited fitness for purpose;</p> <p style="text-align: right;">[0 1 2 3 4 5]</p>		<p>AO2.2: you apply your ICT proposal to the needs of your chosen business context; your presentation skills are sound and the majority of visual aids and other techniques, used to engage your audience, show a fitness for purpose;</p> <p style="text-align: right;">[6 7 8 9 10]</p>		<p>AO2.3: you target your ICT proposal to the specific needs of your chosen business context; your presentation skills are highly effective and the visual aids and other techniques, used to engage and inform your audience, show a clear fitness for purpose.</p> <p style="text-align: right;">[11 12 13 14]</p>					
				Mark					

Criteria			Teacher Comment	Page No.
<p>AO3.1: Your analysis and interpretation of your research is limited in scope and does little to inform the development of your ICT proposal;</p> <p style="text-align: right;">[0 1 2 3 4]</p>	<p>AO3.2: your analysis and interpretation of your research is sound, informing the development of your ICT proposal;</p> <p style="text-align: right;">[5 6 7 8]</p>	<p>AO3.3: your analysis and interpretation of your research is thorough and comprehensive and there is an extensive focus on targeting your research and analysis into the development of your ICT proposal.</p> <p style="text-align: right;">[9 10 11 12]</p>	Mark	
<p>AO4.1: You make weak judgments on the viability of your ICT proposal, with little or no attempt to offer supporting evidence;</p> <p style="text-align: right;">[0 1 2 3]</p>	<p>AO4.2: you make appropriate judgments on the viability of your ICT proposal, supported by an attempt to construct reasoned arguments;</p> <p style="text-align: right;">[4 5 6]</p>	<p>AO4.3: you make appropriate, realistic judgments on the viability of your ICT proposal, supported by strong evidence and reasoned, logical arguments.</p> <p style="text-align: right;">[7 8 9]</p>		
Total/50				
If this work is a re-sit, please tick	Session and Year of previous submission		Please tick to indicate this work has been standardised internally	

Please note: This form may be updated on an annual basis. The current version of this form will be available on the OCR website (www.ocr.org.uk).
The completed Centre Authentication form CCS160 must accompany the MS1 when it is sent to the moderator.

Guidance on Completion of this Form

- 1 One sheet should be used for each candidate.
- 2 Please ensure that the appropriate boxes at the top of the form are completed.
- 3 Please enter *specific* page numbers where evidence can be found in the portfolio, and where possible, indicate to which part of the text in the mark band the evidence relates.
- 4 Circle the mark awarded for each strand of the marking criteria in the appropriate box and also enter the circled mark in the final column.
- 5 Add the marks for the strands together to give a total out of 50. Enter this total in the relevant box.