Applied ICT

OCR GCE H515/H715 Unit G048
Unit Recording Sheet

OCR RECOGNISING ACHIEVEMENT

Please read the instructions before completing this form

Examination Session		**Year**	

Unit Code	G048	**Unit Title**	**Working to a Brief**

Centre Number		**Centre Name**	

Candidate Number		**Candidate Name**	

Evidence: The candidate needs to include: a preparatory report in to current working practice; a project plan in response to the set brief; a diary or log of work completed; support materials for use with the project; an evaluation of their performance in relation to planning the project; an evaluation of their performance in implementing the project; an evaluation of their ICT solution to the given brief.

If work is a re-sit, please tick		Session and Year of previous submission	January/June	**2**	**0**		Please tick to indicate this work has been standardised internally	

A.1 Criteria (0 - 1 marks)

• The candidate produces a descriptive report into current working practice;

A.2 Criteria (2 marks)

• The candidate produces an analytical report into current working practice;
• the report highlights strengths and weaknesses of the current working practice;
• The report highlights some issues of which account need be taken when implementing the project;

A.3 Criteria (3 marks)

• The candidate produces an analytical report into current working practice;
• the report highlights strengths and weaknesses of the current working practice;
• The report highlights all issues of which account need be taken when implementing the project.

Comment *Tick ☐ for extra space on page 4*

Page

Mark (Max 3)

B(i).1 Criteria (0 - 1 marks)

• The candidate plans their project;

B(i).2 Criteria (2 marks)

• The candidate uses one formal planning technique to plan their project;

B(i).3 Criteria (3 marks)

• The candidate uses two formal planning techniques to plan their project.

Comment *Tick ☐ for extra space on page 4*

Page

Mark (Max 3)

B(ii).1 Criteria (0 - 1 marks)

• The candidate's plan includes little detail;

B(ii).2 Criteria (2 - 3 marks)

• The candidate's plan includes fair detail; most tasks required to complete the project are listed;

B(ii).3 Criteria (4 - 5 marks)

• The candidate's plan fully identifies all tasks required in order to complete the project.

Comment *Tick ☐ for extra space on page 4*

Page

Mark (Max 5)

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C(i).1 Criteria (0 - 1 marks)	**Comment** *Tick ☐ for extra space on page 4*	**Page**
• The candidate produces a diary or log that shows that they have developed or extended their range of ICT skills and techniques whilst planning and producing the response to the brief;		
C(i).2 Criteria (2 - 3 marks)		
• The candidate produces a diary or log that shows that they have developed and extended their range of ICT skills and techniques whilst planning and producing the response to the brief;		
C(i).3 Criteria (4 - 5 marks)		**Mark** **(Max 5)**
• The candidate produces a diary or log that shows that they have used their initiative to develop and extend their range of ICT skills and techniques whilst planning and producing their response to the brief.		
C(ii).1 Criteria (0 - 1 marks)	**Comment** *Tick ☐ for extra space on page 4*	**Page**
• The candidate produces a diary or log that shows that they have used some tools and techniques for developing ICT systems;		
C(ii).2 Criteria (2 marks)		
• The candidate produces a diary or log that shows that they have used a range of both formal and informal techniques for developing and managing ICT systems; • The candidate also shows that they have some awareness that the quality of their work will affect the end-users and/or others with whom they have contact whilst working on the project;		
C(ii).3 Criteria (3 marks)		**Mark** **(Max 3)**
• The candidate produces a diary or log that shows that they have used an extensive range of both formal and informal techniques for developing and managing ICT systems; • The candidate also shows that they have a thorough awareness that the quality of their work will affect end users and/or others with whom they have contact whilst working on the project.		
C(iii).1 Criteria (0 - 1 - 2 marks)	**Comment** *Tick ☐ for extra space on page 4*	**Page**
• The candidate produces a diary or log that shows that they have dealt with straightforward day-to-day issues arising from running the project; • The candidate's diary or log identifies the responses they have taken to issues that have arisen;		
C(iii).2 Criteria (3 - 4 - 5 marks)		
• The candidate produces a diary or log that shows they have dealt with more complex day-to-day issues arising from running the project; • The candidate's diary or log shows that they have used appropriate responses to the day-to-day issues that have arisen; • Commentary in the candidate's diary or log justifies their decisions;		
C(iii).3 Criteria (6 - 7 - 8 marks)		**Mark** **(Max 8)**
• The candidate produces a diary or log that shows they have dealt with more complex day-to-day issues arising from running the project; • The candidate's diary or log shows that they have used appropriate responses to these more complex issues that have arisen; • The candidate's diary or log shows that they have taken account of longer term implications arising from these issues and taken action to prevent their reoccurrence; • commentary in the candidate's diary or log justifies their decisions		
D.1 Criteria (0 - 1 - 2 marks)	**Comment** *Tick ☐ for extra space on page 4*	**Page**
• The candidate develops support materials for use with the project; • The candidate's support materials show the application of some skills acquired in this unit, and other units, in this specification;		
D.2 Criteria (2 - 3 marks)		
• The candidate develops support materials for use with the project; • The candidate's support materials show the application of a range of skills acquired in this unit, and other units, in this specification;		
D.3 Criteria (4 - 5 marks)		**Mark** **(Max 5)**
• The candidate develops support materials for use with the project; • The candidate's support materials show the application of a wide range of skills acquired in this unit, and other units, in this specification.		

E.1 Criteria (0 - 1 - 2 marks)	**Comment** *Tick* ☐ *for extra space on page 4*	**Page**
• The candidate describes their actions in planning their project and identifies areas for improvement;		
E.2 Criteria (3 - 4 marks)		
• The candidate analyses their actions in planning their project and identifies some strengths and weaknesses in their planning; The candidate suggests some improvements to the overall process;		
E.3 Criteria (5 - 6 marks)		**Mark** **(Max 6)**
• The candidate analyses their actions in planning their project and fully identifies strengths and weaknesses in their planning; • The candidate suggests improvements to the overall process; these improvements are clearly linked to their analysis of their actions in planning their project.		
F.1 Criteria (0 - 1 - 2 marks)	**Comment** *Tick* ☐ *for extra space on page 4*	**Page**
• The candidates describes their actions in implementing their ICT solution for the user and identifies areas for improvement;		
F.2 Criteria (3 - 4 marks)		
• The candidate analyses the effectiveness of their actions in implementing their ICT solution and identifies some strengths and weaknesses in the actions they have completed; • The candidate suggests some improvements to the overall process;		
F.3 Criteria (5 - 6 marks)		**Mark** **(Max 6)**
• The candidate analyses the effectiveness of their actions in implementing their ICT solution and fully identifies strengths and weaknesses in the actions they have completed; • The candidate suggests improvements to the overall process; these improvements are clearly linked to their analysis of their actions in implementing their project.		
G.1 Criteria (0 - 1 - 2 marks)	**Comment** *Tick* ☐ *for extra space on page 4*	**Page**
• The candidate comments on the effectiveness of their solution by comparing their solution to the user needs for the project; • The candidate's report may contain errors in spelling, punctuation and grammar;		
G.2 Criteria (3 - 4 marks)		
• The candidate analyses the effectiveness of their solution by comparing their solution to the user needs for the project; their analysis will be partially based on user or client feedback; • The candidate's analysis will identify some strengths and weaknesses of their solution; • The candidate's report contains few spelling, punctuation and grammar errors;		
G.3 Criteria (5 - 6 marks)		**Mark** **(Max 6)**
• The candidate analyses the effectiveness of their solution by comparing their solution to the user needs for the project; their analysis will be fully based on user and client feedback; • The candidate's analysis will fully identify strengths and weaknesses of their solution; • The candidate's report is consistently well-structured and there are few, if any, spelling, punctuation and grammar errors.		

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	**MARK TOTAL**	

Guidance on Completion of this Form

1 **One** form 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 Enter the mark awarded for each strand of the marking criteria in the appropriate box and also enter the final mark in the total column.

5 Add the marks for the strands together to give a total out of 50. Enter this total in the relevant box.

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Extra Comment (please indicate to which Criteria comments refer)