Please read the instructions before completing this form

Examination Session		Year	

Unit Code	G042	Unit Title	ICT solutions for individuals and society

Centre Number		Centre Name	

Candidate Number		Candidate Name	

Evidence: The candidate presents the results of an investigation, including the use of a spreadsheet to analyse numeric data, along with a report on the sources and methods used to find information and a report that explains the impact of the availability of electronic information.

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	

Page	A.1 Criteria (0 - 1 - 2 - 3 marks)	Comment
Mark **(Max 10)**	☐ The candidate identifies the information required as part of their investigation, selects at least **two** search engines and uses the search facilities of each to locate the required information, including at least **one** search using an advanced search facility;	
	A.2 Criteria (4 - 5 - 6 - 7 marks)	
	☐ The candidate identifies the information required as part of their investigation, selects at least **three** search engines and uses the search facilities of each to locate the required information; ☐ the candidate uses the advanced search facilities of each search engine correctly to refine their searches, accurately comparing the results obtained to select the most appropriate search engine;	
	A.3 Criteria (8 - 9 - 10 marks)	
	☐ The candidate identifies the information required as part of their investigation, selects at least **three** search engines and uses the search facilities of each to locate the information; ☐ the candidates use the advanced search facilities of each search engine correctly to refine their searches, providing a detailed and accurate comparison of the results obtained to select and justify the most appropriate search engine; ☐ the candidates then use efficient methods, including the correct use of logical and other operators in search strings, to speed up the process of finding the required information.	

Page	B.1 Criteria (0 - 1 - 2 marks)	Comment
Mark **(Max 6)**	☐ The candidate identifies the information required from a large website and provides evidence of using menus, navigation bars etc. to access information that may not fully meet their requirements;	
	B.2 Criteria (3 - 4 marks)	
	☐ The candidate identifies the information required from a large website and an online database; the candidate provides evidence of accessing the required information by using menus, navigation bars etc. and by using an internal search engine to carry out simple searches of the online database;	
	B.3 Criteria (5 - 6 marks)	
	☐.The candidate identifies the information required from a large website and an online database; the candidate provides evidence of accessing information that demonstrably meets their requirements by using menus, navigation bars etc. and by using an internal search engine to carry out a range of complex searches of the online database.	

Page	C.1 Criteria (0 - 1 mark)	Comment
Mark **(Max 4)**	☐.The candidate uses complex search criteria involving some relational and logical operators to obtain information from a local database that has been provided and evidences their searches;	
	C.2 Criteria (2 - 3 marks)	
	☐.The candidate uses complex search criteria involving a range of relational and logical operators to carry out meaningful searches to obtain information from a local database that has been provided; ☐.the candidate evidences their searches and present results as reports;	
	C.3 Criteria (4 marks)	
	☐.The candidate uses complex search criteria involving a wide range of relational, logical and other operators to carry out searches to obtain information from a local database that has been provided that is fully relevant to their investigation; ☐.the candidate evidences their searches and present results as well-presented reports.	

Page	D.1 Criteria (0 - 1 - 2 - 3 marks)	Comment
	☐ The candidate creates a suitable spreadsheet layout to carry out simple analysis of numeric data and provides suitable printed or screen output that makes appropriate use of cell formats, charts or graphs, page or screen layout and graphic images; the candidate clearly evidences the functions and formulae used;	
	D.2 Criteria (4 - 5 - 6 marks)	
	☐ The candidate creates a suitable spreadsheet layout to carry out analysis of numeric data involving more complex functions and formulae, and provides suitable printed or screen output that makes appropriate use of cell formats, charts or graphs, page or screen layout and graphic images; using macros to speed up the input of data and the production of results; ☐ the candidate clearly evidences the functions and formulae used;	
	D.3 Criteria (7 - 8 - 9 marks)	
Mark **(Max 9)**	☐ The candidate creates a well-designed spreadsheet to carry out analysis of numeric data involving complex functions and formulae, using macros to speed up the input of data and the production of well-designed and meaningful results; ☐ the candidate tests the spreadsheet thoroughly to ensure its functionality and the accuracy of the results obtained, and provides clear evidence of testing.	
Page	**E.1 Criteria (0 - 1 - 2 marks)**	**Comment**
	☐ The candidate presents the results of their investigation by combining at least **three** different types of information from at least three sources, listing the sources used;	
	E.2 Criteria (3 - 4 marks)	
	☐ The candidate presents the results of their investigation effectively by combining at least **five** types of information from at least five different sources in a coherent way, listing their information sources in an appropriate form;	
Mark **(Max 6)**	**E.3 Criteria (5 - 6 marks)**	
	☐ The candidate produces a well-structured presentation that effectively combines at least **five** types of information from at least five different sources to present the investigation results clearly and coherently, so that they are easy to follow and understand; listing their information sources in a detailed bibliography.	
Page	**F.1 Criteria (0 - 1 - 2 marks)**	**Comment**
	☐ The candidate comments on the effectiveness of the methods they used to find information and present results;	
	F.2 Criteria (3 - 4 - 5 marks)	
	☐ The candidate clearly identifies good and not so good features of the methods they used to find information and present results, providing sensible suggestions on how to improve;	
Mark **(Max 8)**	**F.3 Criteria (6 - 7 - 8 marks)**	
	☐ The candidate shows that they identified strengths and weaknesses in both their initial searches and their presentation of results; ☐ the candidate will show how they refined them to meet the purpose more closely, suggesting how they might approach a similar task in future.	
Page	**G.1 Criteria (0 - 1 - 2 - 3 marks)**	**Comment**
	☐ The candidate describes how the availability of electronic information affects people and situations they are familiar with, such as the candidate and their family; ☐ the report may contain errors in spelling, punctuation and grammar;	
	G.2 Criteria (4 - 5 marks)	
	☐ The candidate explains clearly how the availability of electronic information affects people and situations they are familiar with, such as the candidate and their family, and society in general and individuals within it, including people and situations outside their normal experience; ☐ the report will contain few spelling, punctuation and grammar errors;	
	G.3 Criteria (6 - 7 marks)	
Mark **(Max 7)**	☐ The candidate explains in detail how the availability of electronic information affects people and situations they are familiar with, such as the candidate and their family, and society in general and individuals within it, including people and situations outside their normal experience, including how organisations now communicate with individuals and society and the effect on those who do not have (or want) access to ICT; ☐ the report will be consistently well-structured and there will be few, if any, spelling, punctuation and grammar errors.	
MARK TOTAL		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** 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.