

**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5181/A**  
**CORE MODULE**

Printout of the e-mail prepared and ready to send to autoresponder

Check send to address: **design.h@ucles.org.uk**  
Check subject line **ICTCOREX**  
Check the body text for **I have finished the first task.**  
Allow only one data entry error in text but none in the address line or subject line  
Check for candidate name and today's date

**Comment:** Check send to address: [design.h@ucles.org.uk](mailto:design.h@ucles.org.uk)

Check subject line **ICTCOREX**

Check the body text for **I have finished the first task.**

## Allow only one data entry error in text but none in the address line or subject line ##

Check for candidate name and today's date

Allow any font, alignment or enhancements in this printout.

**Comment:** Allow any font, alignment or enhancements in this printout.

Hothouse Design  
Hothouse Design (UK) Ltd  
1 Hills Road  
Cambridge  
CB1 2EU  
England

Date inserted here

**Comment:** Date inserted here

<today's date>

Company name and address inserted here  
Allow one minor text entry error (e.g. Spelling)

**Comment:** Company name and address inserted here.  
## Allow one minor text entry error (eg. Spelling) ##

MMM Logistik  
Rue D'Entreprise  
Marseilles  
France

Paragraph moved to here  
Moved from 3<sup>rd</sup> paragraph

Deleted from here,  
'This will drive your company into the 21<sup>st</sup> century.'

Hothouse Design can help you!

Dear Sir/Madam

Hothouse Design would like to thank you for your recent enquiry about range of promotional products.

**Comment:** Paragraph moved to here from 3<sup>rd</sup> paragraph

As you saw from our stand at the trade show, we have many innovative methods of attracting new customers to your business. Build a partnership with Hothouse and watch both your sales and your market share increase.

**Comment:** Spelling corrected

Vishna Patel, one of our sales representatives will contact you in the next few days to discuss your company's requirements and offer our specialist services. As an introductory offer, we will guarantee to increase your sales by 7% in the first three months, or to provide our services for free during this period.

**Comment:** Deleted from here: 'This will drive your company into the 21<sup>st</sup> century'

**Comment:** Spelling corrected

Yours sincerely

Spelling corrected

A. Student

Name inserted here

**Comment:** Name inserted here

Hothouse Design  
Hothouse Design (UK) Ltd  
1 Hills Road  
Cambridge  
CB1 2EU  
England

<today's date>

MMM Logistik  
Rue D'Entreprise  
Marseilles  
France

2 blank lines  
any size

***Hothouse Design can help you!***

This line only  
16 point  
sans-serif font  
centre aligned  
bold  
italic

Comment: 2 blank lines  
## 12 point ##

Comment: This line only  
## 16 point ##  
## sans-serif font ##  
## centre aligned ##  
## bold ##  
## italic ##

Dear Sir/Madam

2 blank lines  
any size

Hothouse Design would like to thank you for your recent enquiry about our range of promotional products.

1 blank line

Comment: 2 blank lines  
## 12 point ##

Comment: 1 blank line  
## 12 point ##

As you will have seen from our stand at the trade show we have many innovative methods of attracting new customers to your business. Build a partnership with Hothouse and watch both your sales and your market share increase.

1 blank line

Comment: 1 blank line  
## 12 point ##

Vishna Patel, one of our sales representatives will be contacting you in the next few days to discuss your company's requirements and offer our specialist bespoke services. As an introductory offer we will guarantee to increase your sales by 7% in the first three months, or to provide our services for free during this period.

All body text  
12 point  
serif font  
fully justified

Comment: All body text  
## 12 point ##  
## serif font ##  
## fully justified ##

Yours sincerely

A.Student

Data entry – visitors column  
100% accuracy essential

Average  
Calculated correctly  
Replicated

Cost  
Calculated correctly  
Replicated

Stand	Product	Brochure	Staff	Visitors	Average	Cost
23a	Packaging	1.3	5	2341	468.2	3043.3
36b	Multimedia	0.82	4	456	114	373.92
23c	Web Design	0.3	6	1256	209.33333333	376.8
36d	Multimedia	0.82	4	325	81.25	266.5
23b	Web Design	0.3	6	964	160.66666667	289.2
114a	OHP	0.57	2	352	176	200.64
115b	Web Design	0.3	3	31	10.333333333	9.3
114d	POS	0.99	4	52	13	51.48
36c	Illustration	1.2	2	317	158.5	380.4
36a	Multimedia	0.82	4	549	137.25	450.18
114c	Interiors	1.45	2	213	106.5	308.85
36e	Multimedia	0.82	4	460	115	377.2
47f	Illustration	1.2	2	333	166.5	399.6
47e	Design	1	7	342	48.85714286	342
115a	Web Design	0.3	3	74	24.666666667	22.2
114b	OHP	0.57	2	242	121	137.94
221f	POS	0.99	3	55	18.333333333	54.45
221g	POS	0.99	2	90	45	89.1

Data entry – last 2 rows  
100% accuracy essential  
Any order – inserted above or between  
other rows is acceptable

Check column widths to ensure no data is hidden  
Data includes labels

Check candidate's name is printed  
Position is immaterial

Stand	Product	Brochure	Staff	Visitors	Average	Cost
23a	Packaging	1.3	5	2341	=E2/D2	=C2*E2
36b	Multimedia	0.82	4	456	=E3/D3	=C3*E3
23c	Web Design	0.3	6	1256	=E4/D4	=C4*E4
36d	Multimedia	0.82	4	325	=E5/D5	=C5*E5
23b	Web Design	0.3	6	964	=E6/D6	=C6*E6
114a	OHP	0.57	2	352	=E7/D7	=C7*E7
115b	Web Design	0.3	3	31	=E8/D8	=C8*E8
114d	POS	0.99	4	52	=E9/D9	=C9*E9
36c	Illustration	1.2	2	317	=E10/D10	=C10*E10
36a	Multimedia	0.82	4	549	=E11/D11	=C11*E11
114c	Interiors	1.45	2	213	=E12/D12	=C12*E12
36e	Multimedia	0.82	4	460	=E13/D13	=C13*E13
47f	Illustration	1.2	2	333	=E14/D14	=C14*E14
47e	Design	1	7	342	=E15/D15	=C15*E15
115a	Web Design	0.3	3	74	=E16/D16	=C16*E16
114b	OHP	0.57	2	242	=E17/D17	=C17*E17
221f	POS	0.99	3	55	=E18/D18	=C18*E18
221g	POS	0.99	2	90	=E19/D19	=C19*E19

Formulae – for these 2 columns

Formulae must be used and produce correct results

Formulae do not need to include cell referencing or named references

Different formulae/methods may be applied but results must be correct (see previous page)

Check candidate's name is printed

Position is not important

**Alignment - right**

Column all right aligned  
Include column heading

**Sorting**

Into ascending order of 'Product'

All data must be sorted  
Incorrect if heading row is within the sorted data

**Alignment - centre**

Column all right aligned  
Include column heading

**Formatting - Integer**

Ignore heading row

Stand	Product	Brochure	Staff	Visitors	Average	Cost
47e	Design	\$1.00	7	342	49	\$342.00
47f	Illustration	\$1.20	2	333	167	\$399.60
36c	Illustration	\$1.20	2	317	159	\$380.40
114c	Interiors	\$1.45	2	213	107	\$308.85
36e	Multimedia	\$0.82	4	460	115	\$377.20
36d	Multimedia	\$0.82	4	325	81	\$266.50
36b	Multimedia	\$0.82	4	456	114	\$373.92
36a	Multimedia	\$0.82	4	549	137	\$450.18
114b	OHP	\$0.57	2	242	121	\$137.94
114a	OHP	\$0.57	2	352	176	\$200.64
23a	Packaging	\$1.30	5	2341	468	\$3,043.30
221g	POS	\$0.99	2	90	45	\$89.10
221f	POS	\$0.99	3	55	18	\$54.45
114d	POS	\$0.99	4	52	13	\$51.48
23c	Web Design	\$0.30	6	1256	209	\$376.80
23b	Web Design	\$0.30	6	964	161	\$289.20
115b	Web Design	\$0.30	3	31	10	\$9.30
115a	Web Design	\$0.30	3	74	25	\$22.20

**Formatting**

Currency, with \$, 2 d.p.

All elements must be present in both columns  
Ignore heading row

Check candidate's name is printed

Position is not important

Searching  
 Product = POS  
 Must be 3 rows  
 All details must be shown

Stand	Product	Brochure	Staff	Visitors	Average	Cost
221g	POS	\$0.99	2	90	45	\$89.10
221f	POS	\$0.99	3	55	18	\$54.45
114d	POS	\$0.99	4	52	13	\$51.48

Searching  
 Visitors > 1000  
 Must be 2 rows  
 All details must be shown

Stand	Product	Brochure	Staff	Visitors	Average	Cost
23a	Packaging	\$1.30	5	2341	468	\$3,043.30
23c	Web Design	\$0.30	6	1256	209	\$376.80



**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5181/B**

**CORE MODULE**

Printout of the e-mail prepared and ready to send to autoresponder

Check send to address: **design.h@ucles.org.uk**

Check subject line **ICTCOREX**

Check the body text for **I have finished the first task.**

Allow only one data entry error in text but none in the address line or subject line

Check for candidate name and today's date

Allow any font, alignment or enhancements in this printout.

Hothouse Design  
Hothouse Design (UK) Ltd  
1 Hills Road  
Cambridge  
CB1 2EU  
England

Date inserted here

Company name and address inserted here  
Allow one minor text entry error (e.g. Spelling)

<today's date>

Kermah Goaso  
Asiedu Keteke We  
P.O. Box 69  
Accra  
Ghana  
West Africa

Paragraph moved to here  
Moved from 4<sup>th</sup> paragraph

Spelling corrected

Interiors to take your breath away!

Dear Sir/Madam

Hothouse Design would like to thank you for your recent enquiry about our interior design service.

As you have seen from our advertising leaflets, we can design a new corporate image which would improve your company image. We can produce for you, high quality interior designs to create an environment to suit your company needs.

Following the design stages, Hothouse employs specialist teams of skilled craftsmen to turn our ideas into your reality. Rupal Singh, one of our top designers will contact you in the next few days to discuss your company's requirements. After the initial meeting Rupal and her team will draft and cost a number of design concepts. Within three weeks you will be invited to discuss these.

If you decide that one of these designs meets your needs, we would be in a position to start work at your convenience, and the project management team will liaise with you to ensure that work will fit around your business needs.

Yours sincerely

Deleted from here,  
'However, if you decided that Hothouse cannot offer the design service you require, we would make no charge for the initial consultation..'

A. Student

Name inserted here

Hothouse Design  
Hothouse Design (UK) Ltd  
1 Hills Road  
Cambridge  
CB1 2EU  
England

<today's date>

Kermah Goaso  
Asiedu Keteke We  
P.O. Box 69  
Accra  
Ghana  
West Africa

This line only  
24 point  
serif font  
centre aligned  
bold  
underscore

2 blank lines  
any size

## Interiors to take your breath away!

2 blank lines  
any size

Dear Sir/Madam

Hothouse Design would like to thank you for your recent enquiry about our bespoke interior design service.

1 blank line

As you will have seen from our advertising leaflets, we can design and implement a new corporate image, which would enhance your company image. We can produce for you, high quality interior designs to create an environment to suit your company needs.

Following the design stages Hothouse employs specialist teams of skilled craftsmen to turn our vision into your reality. Rupal Singh, one of our top designers will be contacting you in the next few days to discuss your company's requirements. After the initial meeting Rupal and her team will draft and cost a number of design concepts. Within three weeks you will be invited to discuss these.

1 blank line

If you decide that one of these designs fulfils your needs, we would be in a position to commence work at your convenience and the project management team will liaise with you to ensure that work will fit around your business needs.

1 blank line

Yours sincerely

All body text  
12 point  
sans-serif font  
fully justified

A. Student

Data entry – rate column  
100% accuracy essential

Cost  
Calculated correctly  
Replicated

Total  
Calculated correctly  
Replicated

Customer	Product	Overhead	Rate	Days	Cost	Total
O'Keefe	Consultation	200	160	5.5	800	1080
O'Keefe	Design	450	200	4	800	1250
O'Keefe	Construction	1200	120	6	720	1920
O'Keefe	Lighting	550	155	4	620	1170
O'Keefe	Fittings	100	2300	1	2300	2400
O'Keefe	Aesthetics	25	250	2	500	525
Khalifa	Consultation	200	160	3	480	680
Khalifa	Lighting	550	155	4	620	1170
Tan	Consultation	200	170	2	340	540
Tan	Design	450	200	4	800	1250
Tan	Aesthetics	25	600	2	1200	1225
Kuznetzov	Consultation	200	160	4	640	840
Kuznetzov	Design	450	220	2	440	890
Kuznetzov	Lighting	600	160	7	1120	1720
Kuznetzov	Fittings	75	1750	1	1750	1825
Kuznetzov	Aesthetics	25	400	1	400	425
D'Cruz	Consultation	200	160	3	480	680
Hussein	Consultation	200	160	1	160	360

Data entry – last 2 rows  
100% accuracy essential  
Any order – inserted above or between  
other rows is acceptable

Check column widths to ensure no data is hidden  
Data includes labels

Check candidate's name is printed  
Position is immaterial

Customer	Product	Overhead	Rate	Days	Cost	Total
O'Keefe	Consultation	200	160	5.5	=D2*E2	=C2+F2
O'Keefe	Design	450	200	4	=D3*E3	=C3+F3
O'Keefe	Construction	1200	120	6	=D4*E4	=C4+F4
O'Keefe	Lighting	550	155	4	=D5*E5	=C5+F5
O'Keefe	Fittings	100	2300	1	=D6*E6	=C6+F6
O'Keefe	Aesthetics	25	250	2	=D7*E7	=C7+F7
Khalifa	Consultation	200	160	3	=D8*E8	=C8+F8
Khalifa	Lighting	550	155	4	=D9*E9	=C9+F9
Tan	Consultation	200	170	2	=D10*E10	=C10+F10
Tan	Design	450	200	4	=D11*E11	=C11+F11
Tan	Aesthetics	25	600	2	=D12*E12	=C12+F12
Kuznetzov	Consultation	200	160	4	=D13*E13	=C13+F13
Kuznetzov	Design	450	220	2	=D14*E14	=C14+F14
Kuznetzov	Lighting	600	160	7	=D15*E15	=C15+F15
Kuznetzov	Fittings	75	1750	1	=D16*E16	=C16+F16
Kuznetzov	Aesthetics	25	400	1	=D17*E17	=C17+F17
D'Cruz	Consultation	200	160	3	=D18*E18	=C18+F18
Hussein	Consultation	200	160	1	=D19*E19	=C19+F19

Formulae – for these 2 columns  
 Formulae must be used and produce correct results  
 Formulae do not need to include cell referencing or named references  
 Different formulae/methods may be applied but results **must** be correct (see previous page)

Check candidate's name is printed  
 Position is immaterial

Alignment - right  
Column all right aligned

Sorting  
Into ascending order of 'Product'  
All data must be sorted  
Incorrect if heading row is within the sorted data

Formatting – 1dp  
Ignore alignment

Alignment - centre  
Top row all centre aligned

Customer	Product	Overhead	Rate	Days	Cost	Total
O'Keefe	Aesthetics	\$25.00	\$250.00	2.0	\$500.00	\$525.00
Tan	Aesthetics	\$25.00	\$600.00	2.0	\$1,200.00	\$1,225.00
Kuznetzov	Aesthetics	\$25.00	\$400.00	1.0	\$400.00	\$425.00
O'Keefe	Construction	\$1,200.00	\$120.00	6.0	\$720.00	\$1,920.00
O'Keefe	Consultation	\$200.00	\$160.00	5.5	\$880.00	\$1,080.00
Khalifa	Consultation	\$200.00	\$160.00	3.0	\$480.00	\$680.00
Tan	Consultation	\$200.00	\$170.00	2.0	\$340.00	\$540.00
Kuznetzov	Consultation	\$200.00	\$160.00	4.0	\$640.00	\$840.00
D'Cruz	Consultation	\$200.00	\$160.00	3.0	\$480.00	\$680.00
Hussein	Consultation	\$200.00	\$160.00	1.0	\$160.00	\$360.00
O'Keefe	Design	\$450.00	\$200.00	4.0	\$800.00	\$1,250.00
Tan	Design	\$450.00	\$200.00	4.0	\$800.00	\$1,250.00
Kuznetzov	Design	\$450.00	\$220.00	2.0	\$440.00	\$890.00
O'Keefe	Fittings	\$100.00	\$2,300.00	1.0	\$2,300.00	\$2,400.00
Kuznetzov	Fittings	\$75.00	\$1,750.00	1.0	\$1,750.00	\$1,825.00
O'Keefe	Lighting	\$550.00	\$155.00	4.0	\$620.00	\$1,170.00
Khalifa	Lighting	\$550.00	\$155.00	4.0	\$620.00	\$1,170.00
Kuznetzov	Lighting	\$600.00	\$160.00	7.0	\$1,120.00	\$1,720.00

Formatting - Currency, with \$, 2 d.p.  
All elements must be present in both columns  
Ignore heading row

Check candidate's name is printed  
Position is immaterial

Searching  
 Product = Design  
 Must be 3 rows  
 All details must be shown

Customer	Product	Overhead	Rate	Days	Cost	Total
O'Keefe	Design	\$450.00	\$200.00	4.0	\$800.00	\$1,250.00
Tan	Design	\$450.00	\$200.00	4.0	\$800.00	\$1,250.00
Kuznetzov	Design	\$450.00	\$220.00	2.0	\$440.00	\$890.00

Searching  
 Total > 1900  
 Must be 2 rows  
 All details must be shown

Customer	Product	Overhead	Rate	Days	Cost	Total
O'Keefe	Construction	\$1,200.00	\$120.00	6.0	\$720.00	\$1,920.00
O'Keefe	Fittings	\$100.00	\$2,300.00	1.0	\$2,300.00	\$2,400.00



**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5181/C**

**CORE MODULE**

Printout of the e-mail prepared and ready to send to autoresponder

Check send to address: **design.h@ucles.org.uk**

Check subject line **ICTCOREX**

Check the body text for **I have finished the first task.**

Allow only one data entry error in text but none in the address line or subject line

Check for candidate name and today's date

Allow any font, alignment or enhancements in this printout.

Hothouse Design  
Hothouse Design (UK) Ltd  
1 Hills Road  
Cambridge  
CB1 2EU  
England

Date inserted here

Company name and address inserted here  
Allow one minor text entry error (e.g. Spelling)

<Today's date>

S. S. Apapa  
Bangose Road  
P.O. Box 300  
Agege  
Lagos  
Nigeria

Paragraph moved to here  
Moved from 4<sup>th</sup> paragraph

Website Design to promote your business!

Dear Sir/Madam

Spelling corrected

Hothouse Design would like to thank you for your interest in our website design service.

As you have seen from our stand at the trade show and from our corporate website, we have many exciting ideas which will help you attract new customers.

At Hothouse we will enable you to open up new, truly global markets. By choosing our design and web hosting package, you will be able to focus on managing the rapid business growth that our expertise is likely to lead to.

Ivan Kaznitsovitch, one of our sales representatives will contact you in the next few days to discuss your company's requirements and offer our specialist web design services. If you invest your future with us, we will guarantee you a web presence within 7 days, and a tailor-made website with full e-commerce facilities, including secure ordering within 28 days.

Yours sincerely

Deleted from here,  
'Invest in the future with us at Hothouse Design.'

**A. Student**

Hothouse Design  
Hothouse Design (UK) Ltd  
1 Hills Road  
Cambridge  
CB1 2EU  
England

<Today's date>

S. S. Apapa  
Bangose Road  
P.O. Box 300  
Agege  
Lagos  
Nigeria

3 blank lines  
any size

This line only  
14 point  
sans-serif font  
centre aligned  
bold  
underscore  
italic

**Website Design to stimulate your business!**

3 blank lines  
any size

Dear Sir/Madam

Hothouse Design would like to thank you for the interest you showed in our website design service.

As you have seen from our stand at the trade show and from our corporate website we have many exciting ideas which will help you attract new customers.

1 blank line

At Hothouse we will enable you to open up new, truly global markets. With our expertise and support, offering a full design and web hosting package, you can focus on managing the rapid business growth that this is likely to lead to.

1 blank line

Ivan Kaznitsovitch, one of our sales representatives will be contacting you in the next few days to discuss your company's requirements and offer our specialist web design services. If you invest your future with us we will guarantee you a web presence within 7 days, and a tailor made website with full e-commerce facilities including secure ordering within 28 days.

1 blank line

Yours sincerely

All body text  
10 point  
serif font  
fully justified

**A. Student**

Data entry – days column  
100% accuracy essential

Cost  
Calculated correctly  
Replicated

Total  
Calculated correctly  
Replicated

Customer	Language	Overhead	Rate	Days	Cost	Total
Brown	C++	50	140	4	560	660
Brown	Flash Animation	35	99	1	99	184
Kandakuri	C++	50	140	6.75	910	1010
Kandakuri	HTML	21	110	1	110	181
Kandakuri	Javascript	25	130	3	390	465
D'Silva	C++	50	140	5	700	800
D'Silva	HTML	21	110	2	220	291
D'Silva	Flash Animation	35	99	7	693	778
D'Silva	VB	30	95	3	285	365
D'Silva	Javascript	25	130	1	130	205
Salim	C++	50	140	2	280	380
Salim	HTML	21	110	4	440	511
Salim	C++	50	140	2	280	380
Salim	Flash Animation	35	99	3	297	382
Salim	VB	30	95	3	285	365
Salim	Javascript	25	130	2	260	335
Kuroki	Flash Animation	35	99	2	198	283
Kuroki	Javascript	25	130	6	780	855

Data entry – last 2 rows  
100% accuracy essential  
Any order – inserted above or between other rows is acceptable

Check column widths to ensure no data is hidden  
Data includes labels

Check candidate's name is printed  
Position is immaterial

Customer	Language	Overhead	Rate	Days	Cost	Total
Brown	C++	50	140	4	=D2*E2	=C2+F2+50
Brown	Flash	35	99	1	=D3*E3	=C3+F3+50
	Animation					
Kandakuri	C++	50	140	6.75	=D4*E4	=C4+F4+50
Kandakuri	HTML	21	110	1	=D5*E5	=C5+F5+50
Kandakuri	Javascript	25	130	3	=D6*E6	=C6+F6+50
D'Silva	C++	50	140	5	=D7*E7	=C7+F7+50
D'Silva	HTML	21	110	2	=D8*E8	=C8+F8+50
D'Silva	Flash	35	99	7	=D9*E9	=C9+F9+50
	Animation					
D'Silva	VB	30	95	3	=D10*E10	=C10+F10+50
D'Silva	Javascript	25	130	1	=D11*E11	=C11+F11+50
Salim	C++	50	140	2	=D12*E12	=C12+F12+50
Salim	HTML	21	110	4	=D13*E13	=C13+F13+50
Salim	C++	50	140	2	=D14*E14	=C14+F14+50
Salim	Flash	35	99	3	=D15*E15	=C15+F15+50
	Animation					
Salim	VB	30	95	3	=D16*E16	=C16+F16+50
Salim	Javascript	25	130	2	=D17*E17	=C17+F17+50
Kuroki	Flash	35	99	2	=D18*E18	=C18+F18+50
	Animation					
Kuroki	Javascript	25	130	6	=D19*E19	=C19+F19+50

Formulae – for these 2 columns

Formulae must be used and produce correct results

Formulae do not need to include cell referencing or named references

Different formulae/methods may be applied but results **must** be correct (see previous page)

Check candidate's name is printed

Position is immaterial

**Alignment - right**  
Column all right aligned

**Sorting**  
Into ascending order of 'Language'  
All data must be sorted  
Incorrect if heading row is within the sorted data

**Formatting – 2dp**  
Ignore alignment

**Alignment - centre**  
Top row all centre aligned

Customer	Language	Overhead	Rate	Days	Cost	Total
Brown	C++	\$50	\$140	4.00	\$560	\$660
Kandakuri	C++	\$50	\$140	6.75	\$945	\$1,045
D'Silva	C++	\$50	\$140	5.00	\$700	\$800
Salim	C++	\$50	\$140	2.00	\$280	\$380
Salim	C++	\$50	\$140	2.00	\$280	\$380
Brown	Flash Animation	\$35	\$99	1.00	\$99	\$184
D'Silva	Flash Animation	\$35	\$99	7.00	\$693	\$778
Salim	Flash Animation	\$35	\$99	3.00	\$297	\$382
Kuroki	Flash Animation	\$35	\$99	2.00	\$198	\$283
Kandakuri	HTML	\$21	\$110	1.00	\$110	\$181
D'Silva	HTML	\$21	\$110	2.00	\$220	\$291
Salim	HTML	\$21	\$110	4.00	\$440	\$511
Kandakuri	Javascript	\$25	\$130	3.00	\$390	\$465
D'Silva	Javascript	\$25	\$130	1.00	\$130	\$205
Salim	Javascript	\$25	\$130	2.00	\$260	\$335
Kuroki	Javascript	\$25	\$130	6.00	\$780	\$855
D'Silva	VB	\$30	\$95	3.00	\$285	\$365
Salim	VB	\$30	\$95	3.00	\$285	\$365

**Formatting - Currency, with \$, 0 d.p.**  
All elements must be present in both columns  
Ignore heading row

**Check candidate's name is printed**  
Position is immaterial

Searching  
 Language = Javascript  
 Must be 4 rows  
 All details must be shown

Customer	Language	Overhead	Rate	Days	Cost	Total
Kandakuri	Javascript	\$25	\$130	3.00	\$390	\$465
D'Silva	Javascript	\$25	\$130	1.00	\$130	\$205
Salim	Javascript	\$25	\$130	2.00	\$260	\$335
Kuroki	Javascript	\$25	\$130	6.00	\$780	\$855

Searching  
 Total < 200  
 Must be 2 rows  
 All details must be shown

Customer	Language	Overhead	Rate	Days	Cost	Total
Brown	Flash Animation	\$35	\$99	1.00	\$99	\$184
Kandakuri	HTML	\$21	\$110	1.00	\$110	\$181



**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5182/A**  
**CREATING CHARTS**

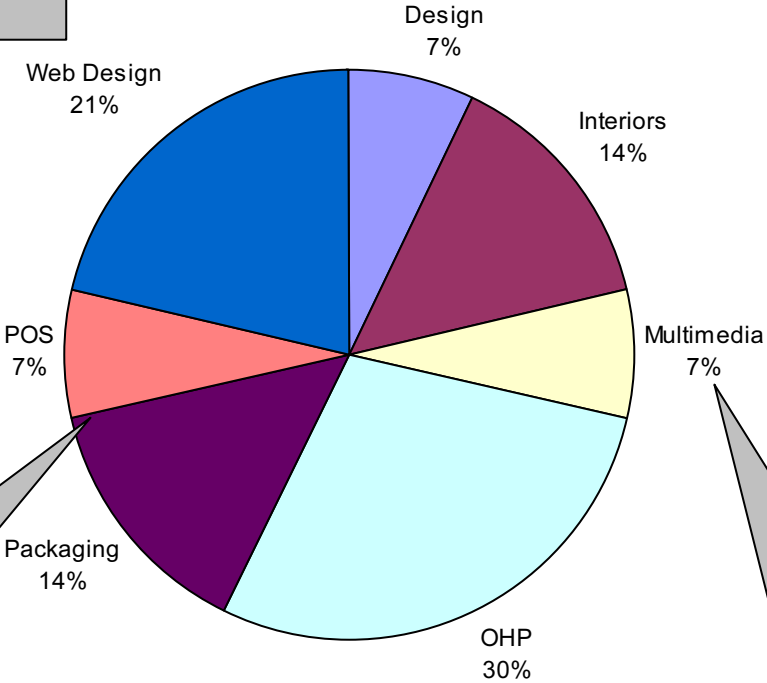
**Title – as shown**  
allow 1 accuracy error  
any position, any alignment

**Number of Stands**

**Name**  
any position

John Reeves

**No Legend**  
Do not penalise if present  
any position, any alignment



**Data**  
only categories specified  
any form of pie chart acceptable

**Segment labels**  
must include name and% value

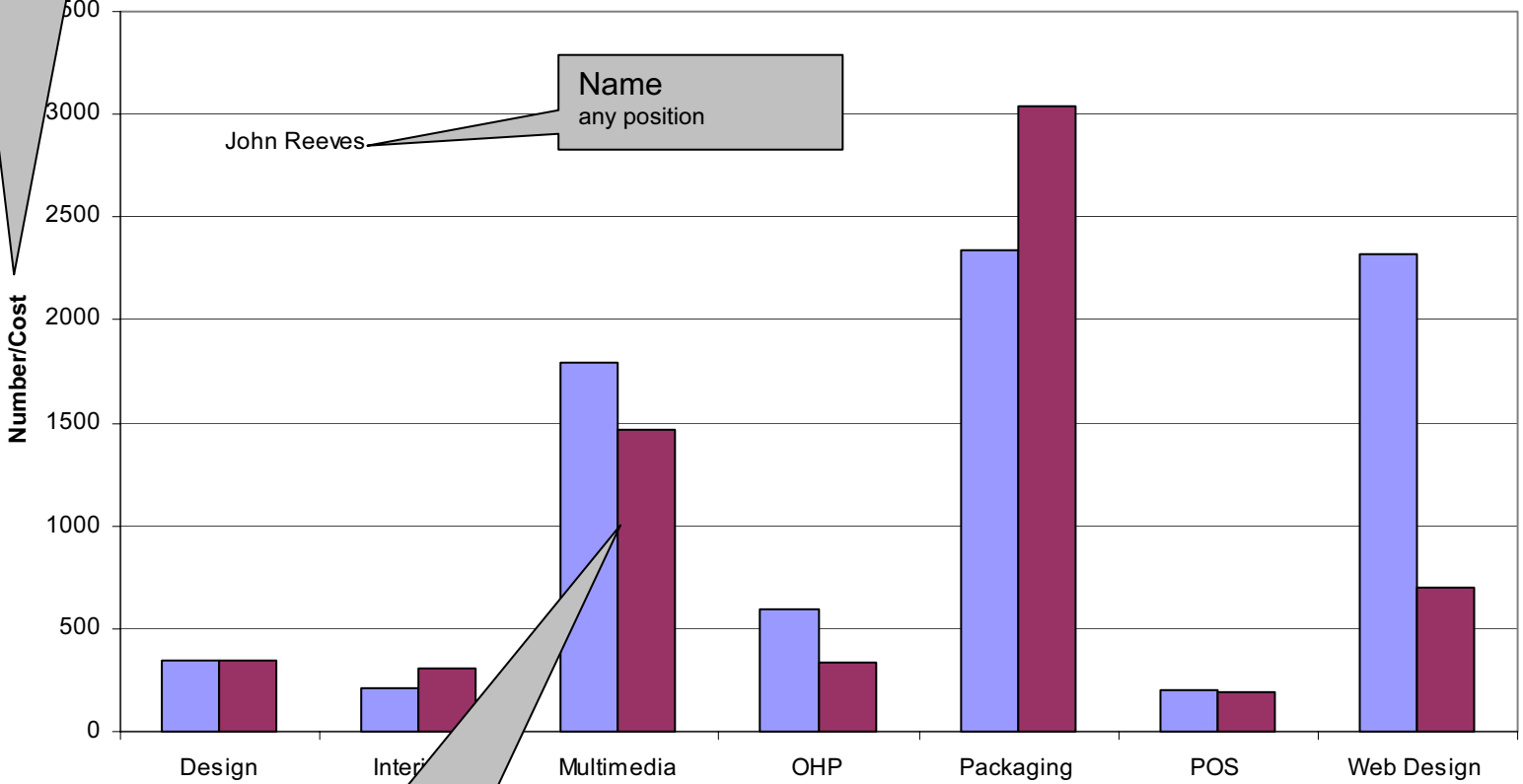
Value axis label – as shown  
allow 1 accuracy error

Title – as shown  
allow 1 accuracy error  
any position, any alignment

Legend  
must include category names  
any position, any alignment

Cost Analysis

Name  
any position



Visitors  
Cost of Stands

Data  
Only Visitors and Cost of Stands data, NOT  
Average Visitors  
any form of bar chart acceptable  
including horizontal bars

Category axis label – as shown  
allow 1 accuracy error

John Reeves

Stands

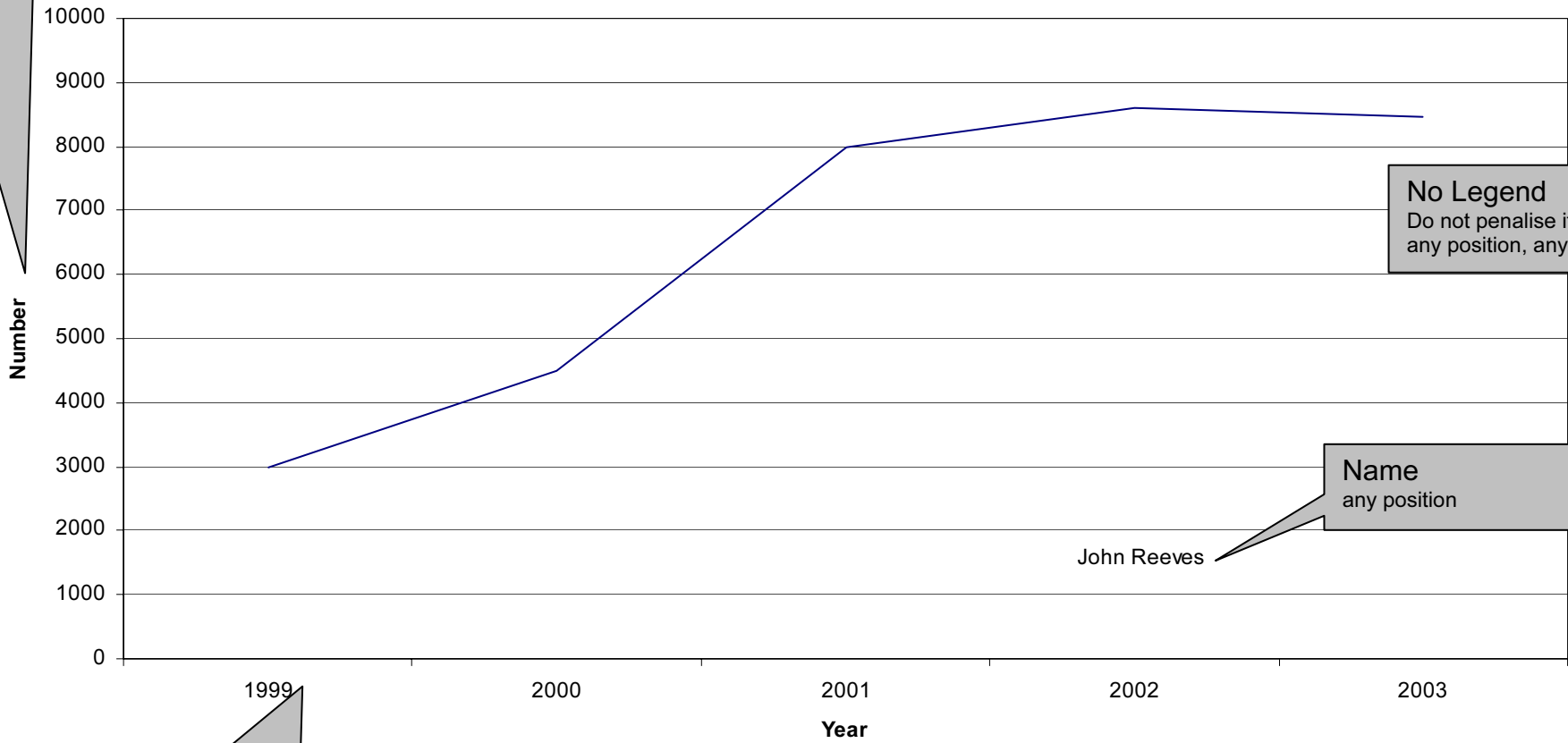
Value axis label – as shown  
allow 1 accuracy error

Title – as shown  
allow 1 accuracy error  
any position, any alignment

Visitors to the Shows

No Legend  
Do not penalise if present  
any position, any alignment

Name  
any position



Data  
only Visitors for 1999 to 2003 data used  
Years must be x-series labels and not charted  
any form of line graph acceptable

Category axis label – as shown  
allow 1 accuracy error

**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5182/B**  
**CREATING CHARTS**

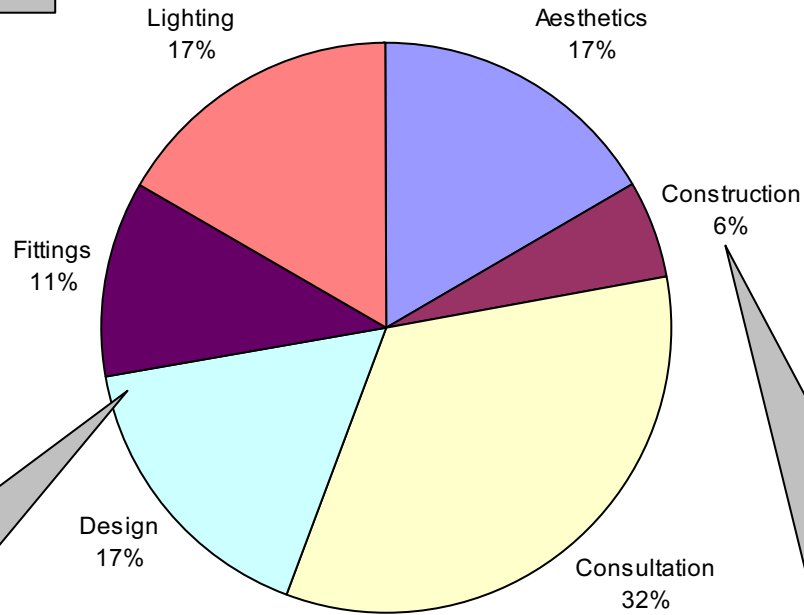
**Customers per Product**

**Title – as shown**  
allow 1 accuracy error  
any position, any alignment

**Name**  
any position

John Reeves

**Data**  
only categories specified  
any form of pie chart acceptable



**No Legend**  
Do not penalise if present  
any position, any alignment

**Segment labels**  
must include name and% value

Value axis label – as shown  
allow 1 accuracy error

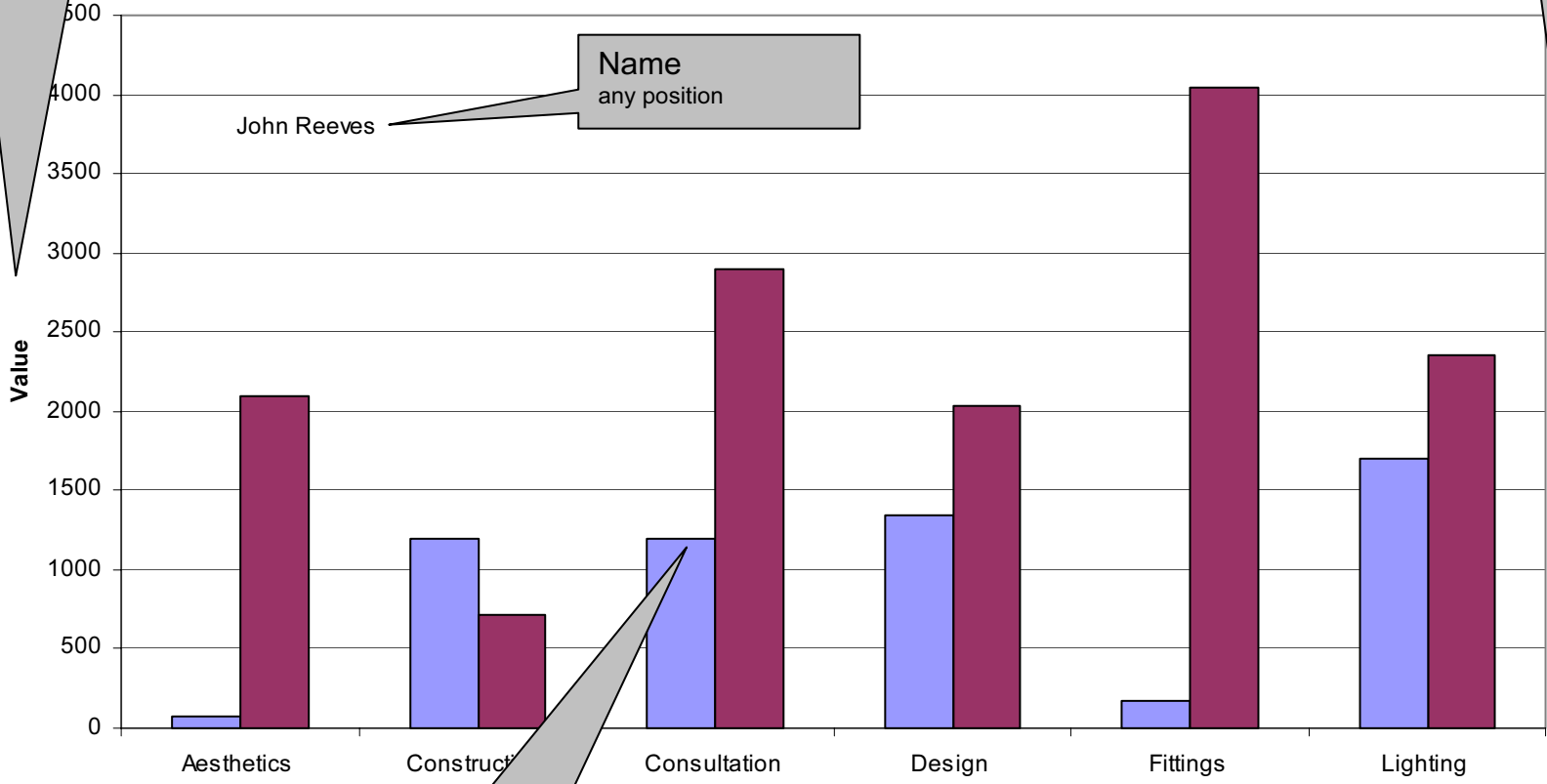
Title – as shown  
allow 1 accuracy error  
any position, any alignment

Legend  
must include category names  
any position, any alignment

**Cost Analysis**

Name  
any position

John Reeves



Overheads  
Cost

Data  
Only Visitors and Cost of Stands data, NOT  
Average Visitors  
any form of bar chart acceptable  
including horizontal bars

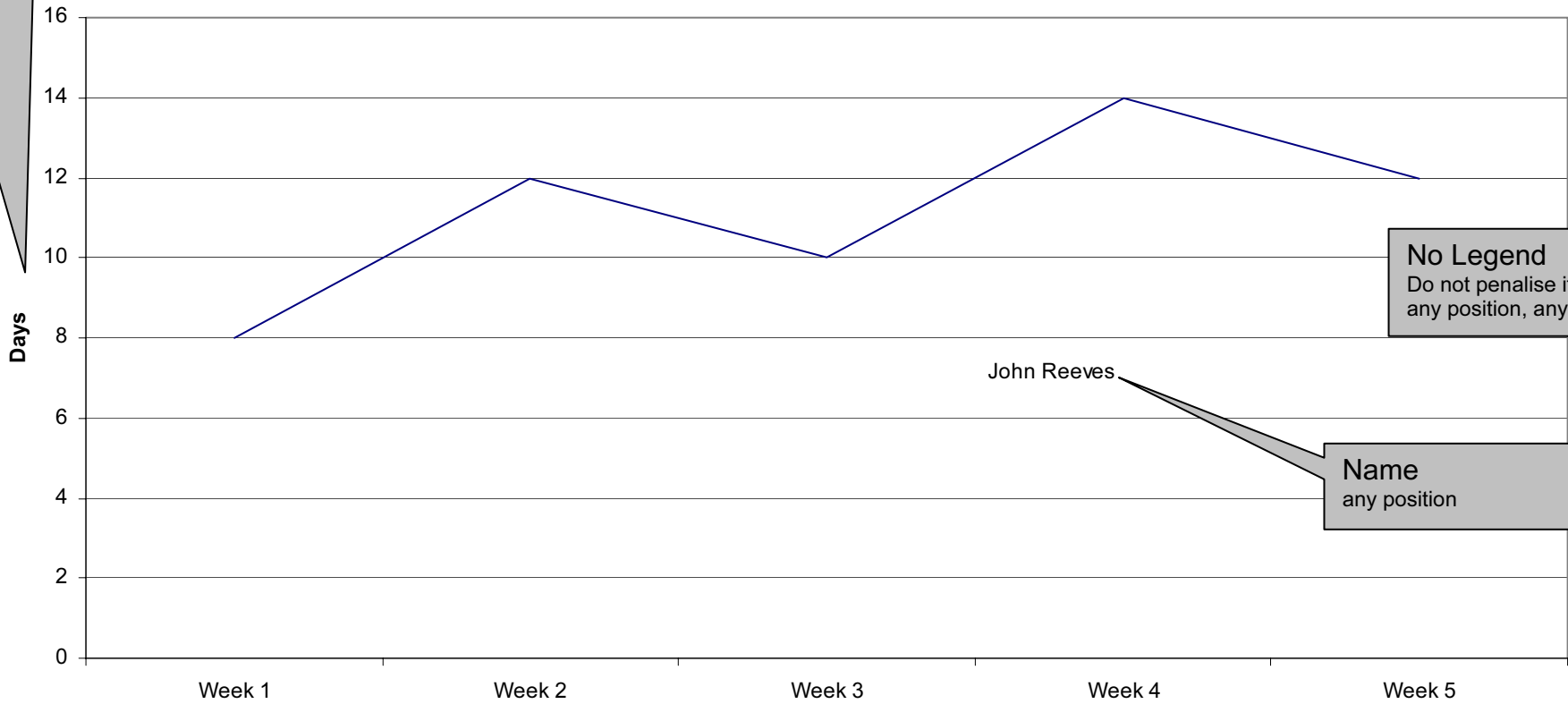
Category axis label – as shown  
allow 1 accuracy error

**Product**

**Value axis label – as shown**  
allow 1 accuracy error

**Title – as shown**  
allow 1 accuracy error  
any position, any alignment

**Workload**



**No Legend**  
Do not penalise if present  
any position, any alignment

John Reeves

**Name**  
any position

**Data**  
only data for the five weeks  
any form of line graph acceptable

**Period**  
**Category axis label – as shown**  
allow 1 accuracy error



**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5182/C**  
**CREATING CHARTS**

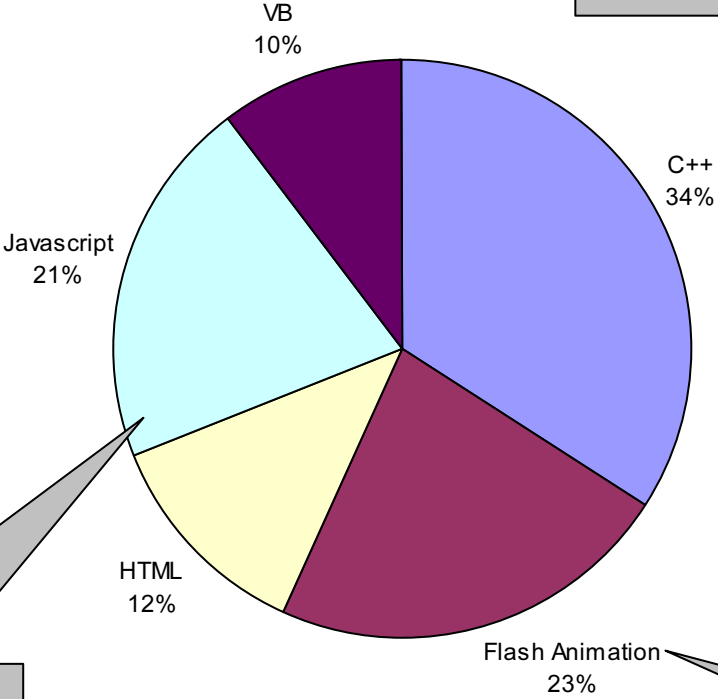
Training Summary

Title – as shown  
allow 1 accuracy error  
any position, any alignment

John Reeves

Name  
any position

No Legend  
Do not penalise if present  
any position, any alignment



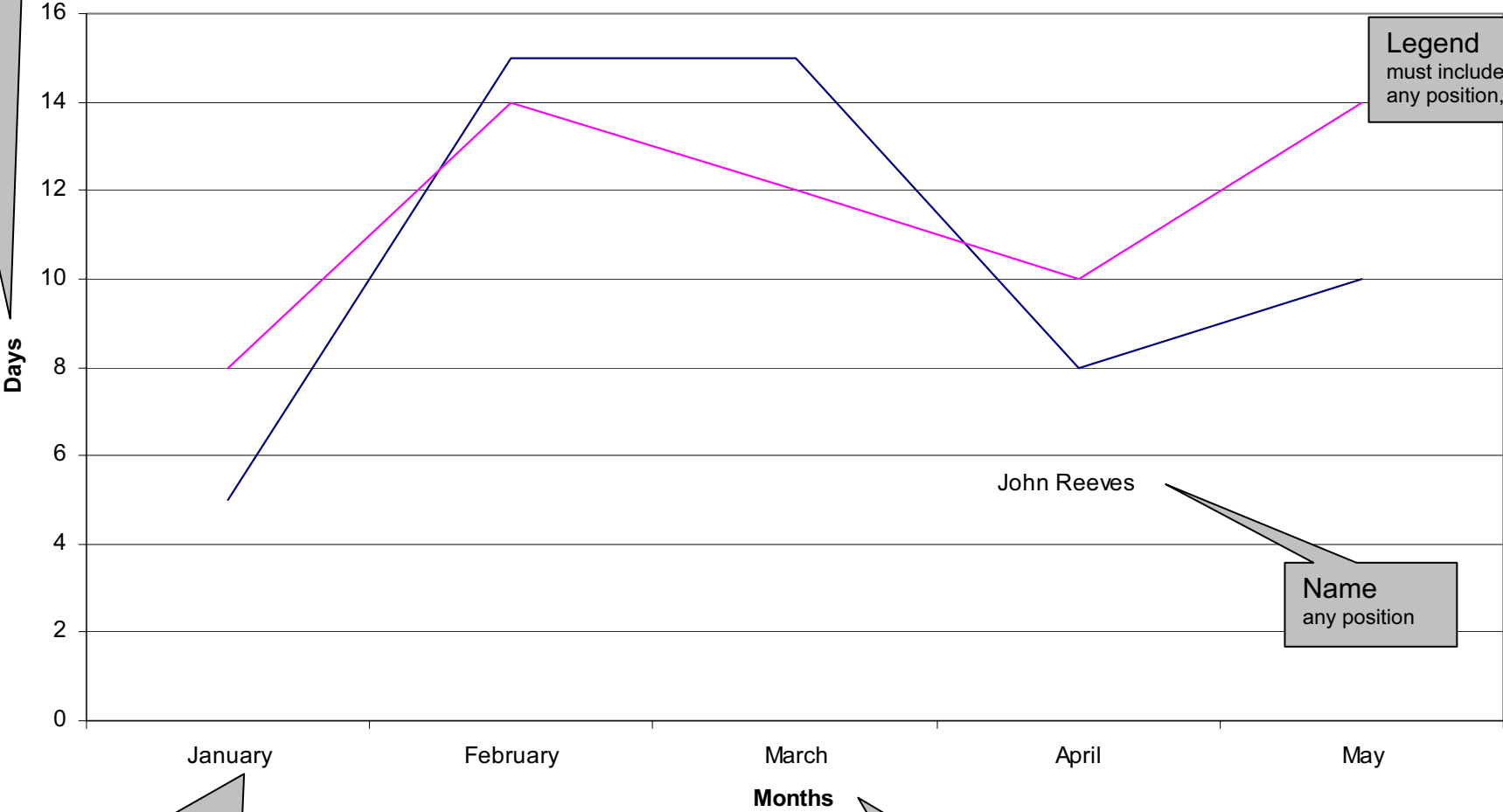
Data  
only categories specified  
any form of pie chart acceptable

Segment labels  
must include name and% value

Value axis label – as shown  
allow 1 accuracy error

Title – as shown  
allow 1 accuracy error  
any position, any alignment

### Comparison between 2001 and 2003



Legend  
must include category names  
any position, any alignment

Year 2001  
Year 2003

Name  
any position

Data  
only data for Jan to May  
only data for 2001 and 2003 NOT 2002  
any form of line graph acceptable

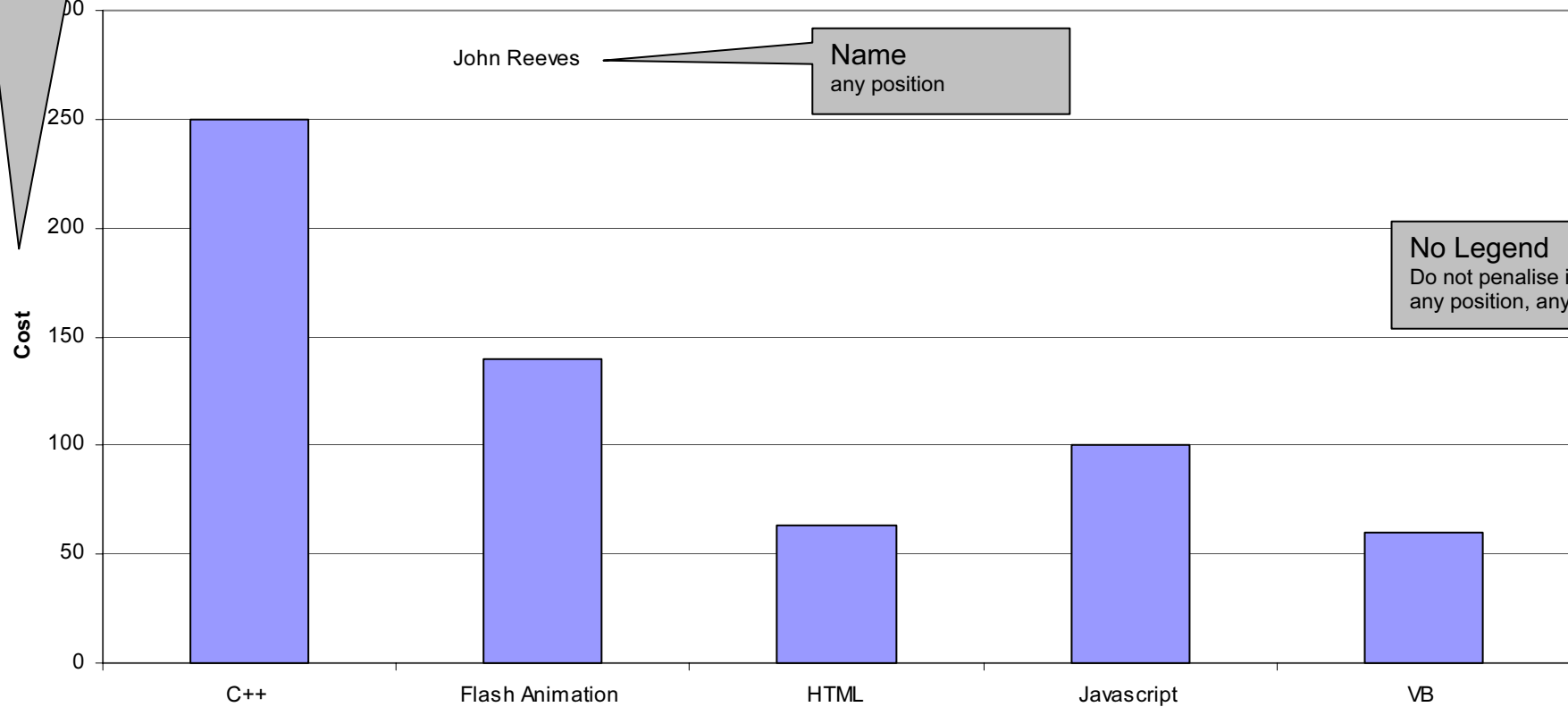
Category axis label – as shown  
## allow 1 accuracy error ##

John Reeves

Value axis label – as shown  
allow 1 accuracy error

Title – as shown  
allow 1 accuracy error  
any position, any alignment

### Overhead per Package



Name  
any position

No Legend  
Do not penalise if present  
any position, any alignment

Data  
any form of bar chart acceptable  
including horizontal bars

Category axis label – as shown  
allow 1 accuracy error

### Packages

**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5183/A**  
**DESKTOP PUBLISHING**

A Candidate

Header – name left aligned  
date right aligned  
Allow 10mm from left/right margins

04/03/2004

Import SHOW2003.TXT

## Trade and Training Exhibition

Heading - 16 point, Sans serif font  
e.g. Arial  
No text entrv errors

Our fourth annual trade exhibition will be held in London at the Rose Centre, where again we shall display the range of support products that we can offer to assist your company. We look forward to welcoming you and your guests to this prestigious event.

as buses and the tube, but has direct access to the Docklands Light Railway, a newly constructed link from the heart of London to the docklands.

Text replaced  
Show by exhibition X 3  
Must be 100% accurate



The Rose Centre  
The Hothouse Design Trade Exhibition 2003 will be held from 23rd September to 28th September. The Rose centre is particularly well sited in the heart of the newly developed Docklands area of London. This is an area of high technology businesses which operate at the cutting edge of technology. It is a purpose built conference centre with good hotel accommodation nearby. It is served by traditional transport such

year will again represent our traditional support for products, such as Packaging, POS, Illustration, Design and Interiors. These are the well known areas of expertise for which we have developed an international reputation but we continue to introduce new technological products to bring your company to the notice of the possible audience. These take advantage of the potential worldwide customer base opened up by the Internet, and many of making your products known to your customers in the most effective way.

They include Multimedia presentations and Web Page Design.

Graphic in right column  
allow 10mm under or 5mm over column width  
top within 5mm of aligning with top of text  
no distortion of image (including stretching)  
text wrapping below image

ing all so a expert practical guidance. You can book further individual consultations with experts who can analyse your needs and advise you on your best way forward. Further in-depth studies and projections can be arranged with our representatives on the stands.

A4 paper, landscape orientation, all margins set to 4cm

Body text – 12 point Serif font  
eg. Times New Roman  
Justified, 3 columns, 1 cm between  
Accept lines within the 0.5cm space

Page 1

Footer – page number centred  
Allow any vertical alignment below the text  
Can include Page\_ but not essential

If you need further assistance, one of our sales representatives would contact you to discuss your company's requirements and offer our specialist bespoke services. As an introductory offer, we will guarantee to increase your sales by 7% in the first three months, or to provide our services for free during this period.

See the Benefits

As you see, we have many innovative methods of attracting new customers to your business. Build a partnership with Hothouse and watch both your sales and your market share increase. This will thrust your company into the 21st century.

Text replaced  
Show by exhibition X 3  
Must be 100% accurate

Book now to reserve a ticket for the trade **exhibition**. Entry is complimentary, but pre booking is highly advisable so that we can give you our best attention.

# Trade and Training Exhibition

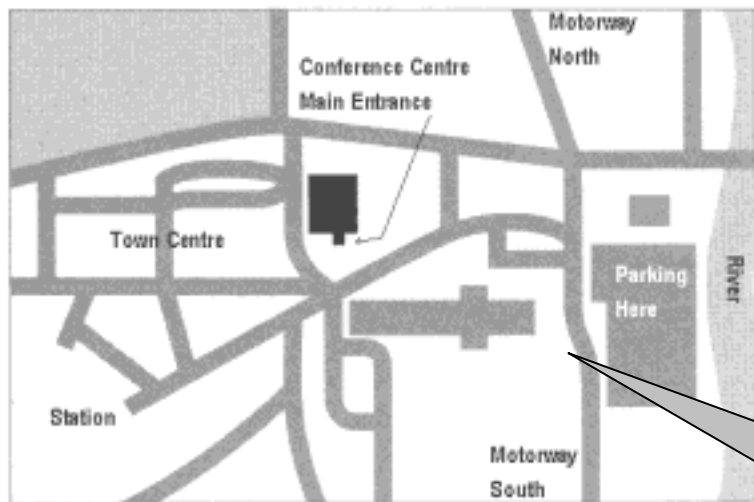
Heading - 20 point  
Font style not assessed here  
alignment not assessed here

Our fourth annual trade exhibition will be held in London at the Rose Centre. We will display the range of products that we can offer to assist your company to become even more competitive in the current high technology environment. We look forward to welcoming you and your guests to this prestigious event.

Subheading – 12 pt, bold and italic

## *The Rose Centre*

The Hothouse Design Trade Exhibition 2003 will be held



from 23rd September to 28th September. The Rose centre is particularly well sited in the heart of the newly developed Docklands area of London. This is an area of high technology businesses which operate at the cutting edge of technology. It is a purpose built conference centre with good hotel accommodation nearby. It is served by traditional transport links to the Docklands from the heart of London to the docklands.

Subheading – 12 pt, bold and italic

## *Our Products*

Our stands this year will again represent our traditional support for products, such as Packaging, POS, Illustration, Design and Interiors. These are the well known areas of expertise for which we have developed an international reputation, but we continue to introduce new technological products to bring your company to the notice of the widest possible audience. These take advantage of the potential worldwide customer base opened up by the Internet, and methods of making your products known and presented to your customers in the most attractive way. They include Multimedia Presentations and Web Page Design.

Graphic in left column  
allow 10mm under or over column width  
top within 10 mm of aligning with bottom of text  
no distortion of image (including stretching)  
text wrapping above and below image



Subheading – 12 pt, bold and italic

***Demonstrations and Seminars***

There will be stands representing all the above products and also a programme of demonstrations, expert sessions and hands-on practical guidance. You can book further individual consultations with experts who can analyse your needs and advise you on your best way forward. Further in-depth analyses and projections can be arranged with our representatives on the stands.

If you need further assistance, one of our sales representatives would contact you to discuss your company's requirements and offer our specialist bespoke services. As an introductory offer, we will guarantee to increase your sales by 10% in the first three months, or to provide our services free of charge during this period.

This subhead may fall at the top of page two. Do not penalise if left widowed on page 1 or if line space precedes it on page 2

Subheading – 12 pt, bold and italic

***See the Benefits***

As you know we have many innovative methods of attracting new customers to your business. Build a partnership with Hothouse and we will ensure your sales and your market share increase. This will take your company into the 21st century.

Column break before this subhead

Book now to reserve a ticket for the trade exhibition. Entry is complimentary, but pre booking is highly advisable so that we can give you our best attention.

Body text  
2 columns with 1 cm between columns  
Accept lines within the 1cm space  
Font style not assessed here  
Alignment not assessed here

**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5183/B**  
**DESKTOP PUBLISHING**

A Candidate

Header – name left aligned  
date right aligned  
Allow 10mm from left/right margins

04/03/2004

Heading - 36 point, serif font Centre aligned  
e.g. Times New Roman, Bookman  
No text entry errors

Import DES2003.TXT

# Design for Effect

Hothouse Design provides design consultancies to enable companies to improve their corporate image and therefore their effectiveness in the marketplace.

## Our History

The company was set up in London in late 1992 with the aim to identify best

Graphic in right column

allow 10mm under or 5mm over column width  
top within 5mm of aligning with top of text  
no distortion of image (including stretching)  
text wrapping below image

design. Chief and, has strength to very real

need felt by companies to compete as the very best. Our reputation stands on the success of our partnerships with our customers.

## What we do

As you will have seen from our advertising leaflets, we can design and implement a new corporate image, which would enhance your company image. We can produce for

A4 paper, portrait orientation, all margins set to 3cm

Minor allowances for different paper alignment in printers

We specialise in interior design and aesthetics. We follow through the design implementation with expertise in construction, fittings and lighting. Our consultants work with you at every step to ensure that your fullest requirements are met from initial consultations to final completion of the project.

## Making design a reality

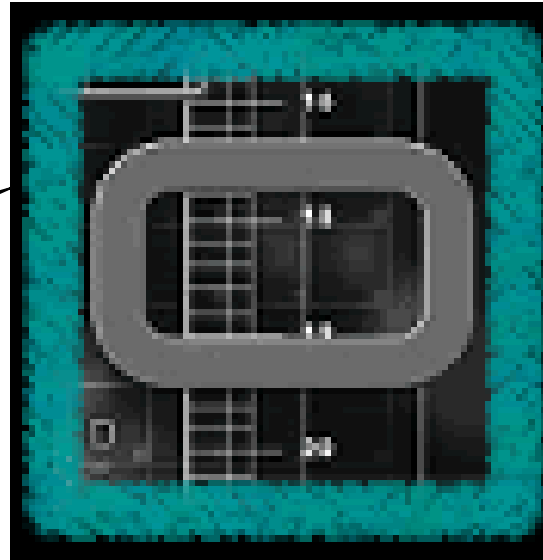
Following the design stages, Hothouse employs specialist teams of skilled craftsmen to turn the design into

Body text – 12 point Sans-serif font

e.g. Arial, Helvetica

Fully justified, 2 columns, 1 cm between

Accept lines within the 1 cm space



one of our top designers would contact you to discuss your company's requirements. After the initial meeting the designer and her team would draft and cost a number of design concepts. Then they would meet you with their design suggestions.

## Working with you

If you decide that one of these designs fulfils your needs, we will be in a position to come to your premises for convenience and the project management team would liaise with you to ensure that work would fit around your business needs.

Text replaced

Must be 100% accurate

If you decided that Hothouse cannot offer the design service you require, we would make no charge for the initial consultation. However, we are confident that we can adapt to meet your needs as we have done for numerous satisfied customers, whose recommendation letters we can share with you.

Footer – page number centred

Allow any vertical alignment below the text

Can include Page\_ but not essential

Page setup changed to landscape

Heading - 48 point  
Font style not assessed here  
alignment not assessed here

# Design for Effect

Subheading – 16 pt, bold and underlined  
Blank line inserted below

design  
es to  
their corporate image and  
their effectiveness in the  
place.

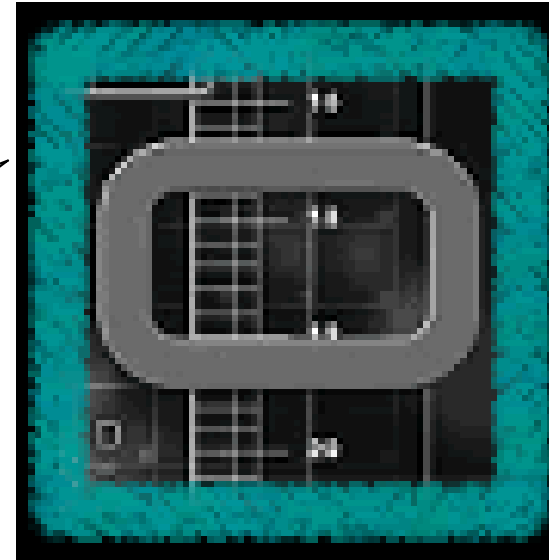
and implement a new corporate image, which would enhance your company image. We can produce for you, high quality interior designs to create an environment to suit your company needs.

## Our History

The company was set up in London late 1992 with a brief to identify a practice in the fields of design. Chief Executive Georges Legrand, taken the company from strength strength as it has filled a very real need felt by companies to compete as the very best. Our reputation stands on the success of our partnerships with our customers.

We specialise in interior and

Graphic in right column  
allow 10mm under or over column width  
top within 10 mm of aligning with bottom of text  
no distortion of image (including stretching)  
text wrapping below image



requirements are met from initial consultations to final completion of the project.

## Making design a reality

Following the design stages, Hothouse employs specialist teams of skilled craftsmen to turn our vision into your reality. Following initial enquiry,

one of our top designers would contact you to discuss your company's requirements. After the initial meeting the designer and her team would draft and cost a number of design concepts. Then they would meet you with their design

## What we do

As you will have seen from our advertising leaflets, we can design

Subheading – 16 pt, bold and underlined  
Blank line inserted below

Subheading – 16 pt, bold and underlined  
Blank line inserted below

**Working with you**

If you decide that one of these designs fulfils your needs, we would be in a position to commence work at your convenience and the project management team would liase with you to ensure that work would fit around your business needs.

If you decided that Hothouse cannot offer the design service you require, we would make no charge for the initial consultation. However, we are confident that we can adapt to meet your needs as we have done for numerous satisfied customers, whose recommendation letters we can share with you.

Subheading – 16 pt, bold and underlined  
Blank line inserted below  
Page break to new page

Body text  
3 columns with 1 cm between columns  
Accept lines within the 1cm space  
Font style not assessed here  
Alignment not assessed here

**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5183/C**  
**DESKTOP PUBLISHING**

A Candidate

A4 paper, landscape orientation, all margins set to 4cm

Header – name left aligned  
date right aligned  
Allow 10mm from left/right margins

05/03/2004

# Web Design and Support

Heading - 24 point, Sans-serif font  
e.g. Arial  
No text entry errors  
Centre aligned

Import PROG2003.TXT

Set up in 1998, Hothouse Design Training has become known for the quality of its specialist language courses for programmers. Not in classes following general courses, you will be assigned a personal trainer who will help you to identify your training needs and set goals with you. She will then help you to move efficiently from your initial knowledge to achieving your goals in the shortest time.



working solutions in your area of expertise. We will work along side you to develop and refine your solution and to leave you with a fully functional working model. You set the goals, we ensure you realise them.

Text replaced  
Must be 100% accurate

Web design  
At Hothouse Design we can help you to open up new opportunities for your business. It may be that you do not see the development of staff skills as your priority. In this case, we can provide the solution for you. With our expertise and support, offering a full design and web hosting package, you can focus on managing the rapid business growth that this is likely to lead to. Invest in the future with us at Hothouse Design.

Individual Training  
Personal attention, one-to-one training and attention to detail are the features of our training and customer satisfaction in this business. We can assist your staff in C++ and Java, Flash Animation, JavaScript and HTML coding. What level of expertise and whatever level you wish to achieve, we can help you.

Graphic in centre column  
allow 10mm under or 5mm over column width  
top within 5mm of aligning with top of text  
no distortion of image (including stretching)  
text wrapping below image

have for problem solving in your work place and assist you to produce

Invest in the future with us

Body text – 12 point Serif font  
e.g. Times new Roman  
Left aligned, 3 columns, 1 cm between  
Accept lines within the 1 cm space

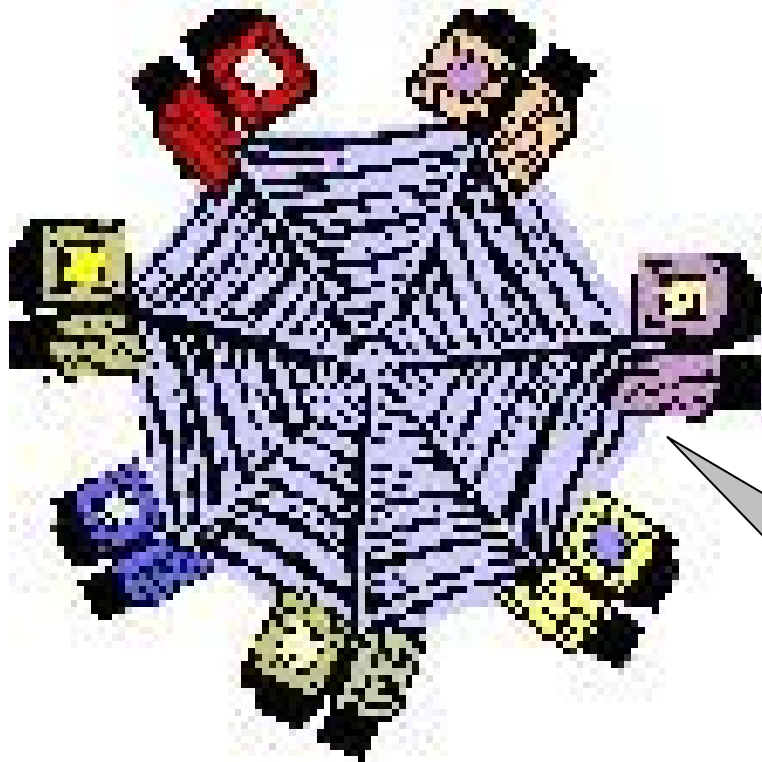
Footer – page number centred  
Allow any vertical alignment below the text  
Can include Page\_ but not essential

As you will see on our stand at the trade show and on our corporate website, we have many exciting ideas which will help you attract new customers. If you invest your future with us, we will guarantee you a web presence within 7 days, and a tailor made website with full e-commerce facilities, including secure ordering within 28 days.



Heading - 36 point  
Font style not assessed here  
alignment not assessed here

# Web Design and Support



Set up in 1998, Hothouse Design Training has become known for the quality of its specialist language courses for programmers. Not in classes following general courses, you will be assigned a personal trainer who will help you to identify your training needs, then help you to meet them, then help you to meet them, then help you to achieving your goals in the shortest time.

Subheading – 16 pt, bold and underlined  
Blank line inserted below

## Individual Training

Personal attention, one-to-one training and attention to detail are the features of our training and customer satisfaction in this business. We can assist your staff in C++, Visual basic, Flash Animation, JavaScript and HTML coding. Whatever your level of expertise and whatever level you wish to achieve, we can help you.

Graphic in left column  
allow 10mm under or over column width  
top within 10 mm of aligning with bottom of text  
no distortion of image (including stretching)  
text wrapping below image

Subheading – 16 pt, bold and underlined  
Blank line inserted below  
Page break inserted before subhead

Subheading – 16 pt, bold and underlined  
Column break inserted before subhead  
Blank line inserted below

**Identify your solution**

We do not only help you to develop general skills, but also we will work with you to identify purposes you have for problem solving in your work place and assist you to produce working solutions in your area of expertise. We will work along side you to develop... leave you with a fully fun... goals, we ensure you reali

**Invest in the future with us**

As you will see on our stand at the trade show and on our corporate website, we have many exciting ideas which will help you attract new customers. If you invest your future with us, we will guarantee you a web presence within 7 days, and a... de website with full e-commerce facilities, including... dering within 28 days.

Subheading – 16 pt, bold and underlined  
Blank line inserted below

**Web design and support**

At Hothouse we will enable you to open up new, truly global, markets. It may be that you do not see development of staff skills as your priority. In this case, we can provide the solution for you. With our expertise and support, offering a full design and web hosting package, you can focus on managing the rapid business growth that this is likely to lead to. Invest in the future with us at Hothouse Design.

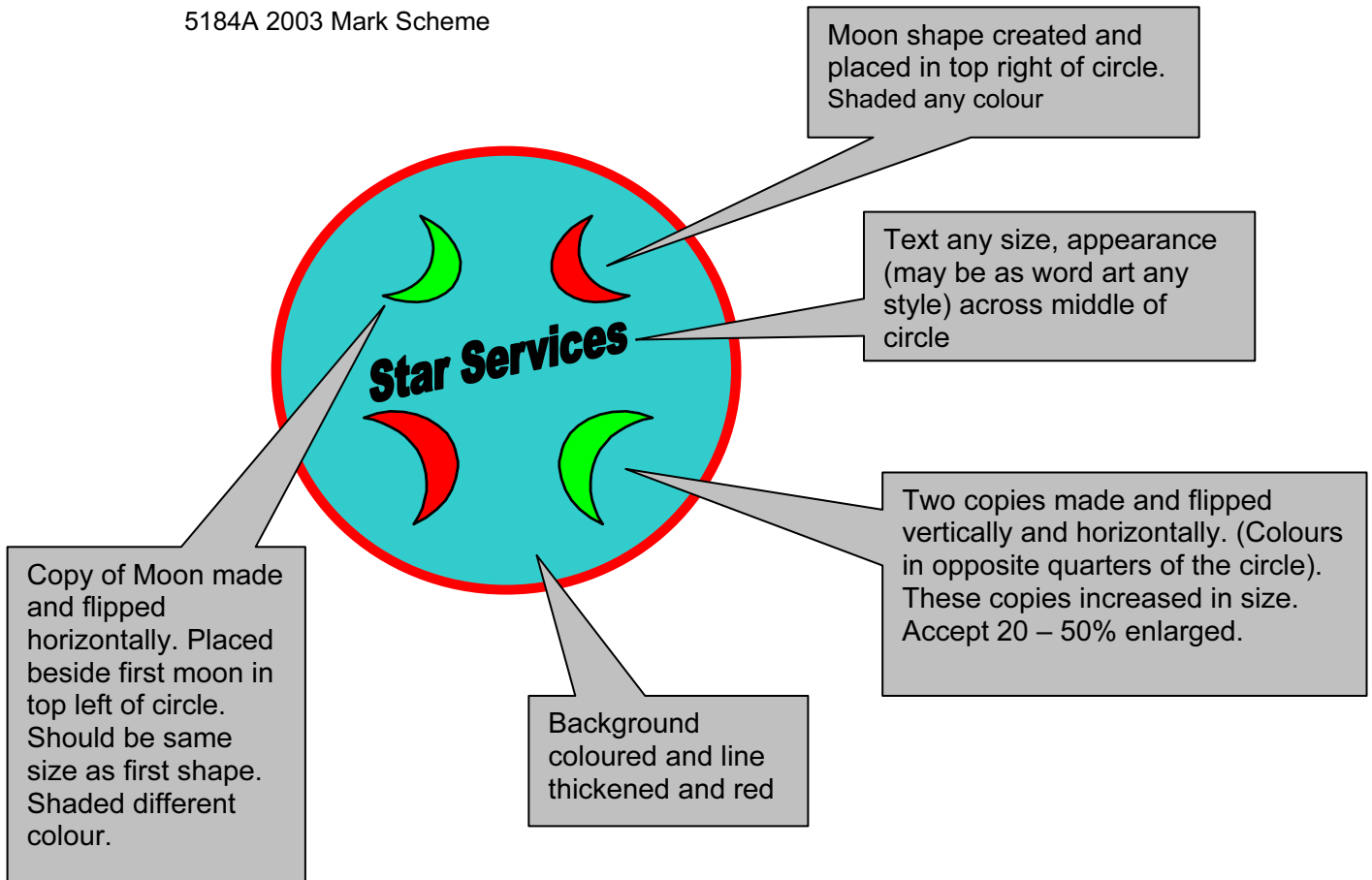
Body text  
2 columns with 0.6 cm between columns  
Alignment now fully justified  
Accept lines within the 0.6 cm space  
Font style not assessed here

**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5184/A**  
**COMPUTER GRAPHICS**



Name and date positioned anywhere near bottom of the page. Any style / method of input / display

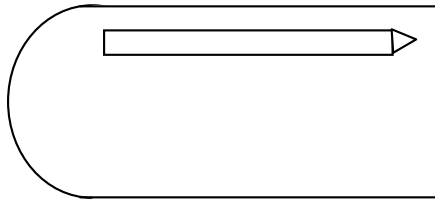
Mr Q Mark  
17/09/02

**2003**

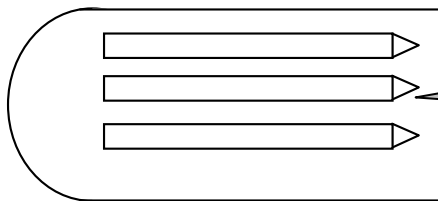
**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

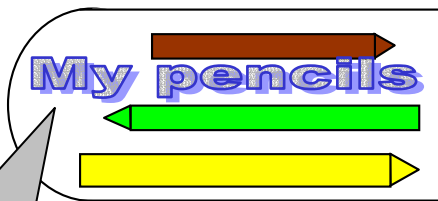
**MODULE: 5184/B**  
**COMPUTER GRAPHICS**



'Box' drawn with curved end. May be regular curve or drawn by hand tool and less perfect.  
'Pencil' placed inside box.



Print One  
Pencil copied twice and placed in box.  
All same size



Print Two  
Top pencil smaller Accept 20-60% smaller  
Bottom pencil larger Accept 20-60% larger  
Middle pencil flipped horizontally  
All pencils coloured or shaded (may include 'point' or may not)

Text placed between pencils.  
Any size, any style. May overlap pencils

Name and date positioned anywhere near bottom of the page. Any style / method of input / display

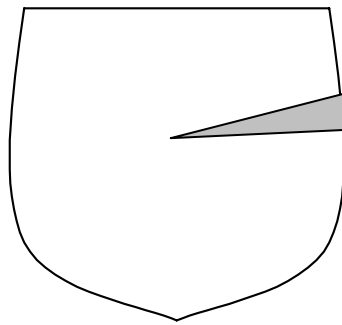
Mr Q Mark  
17/09/02

**2003**

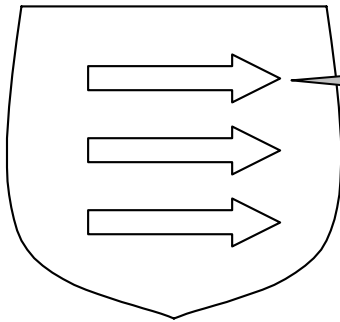
**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

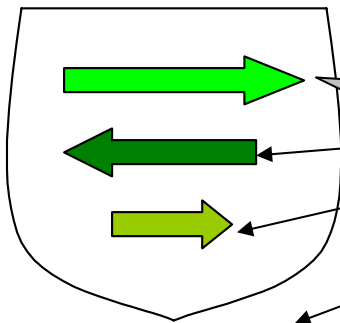
**MODULE: 5184/C**  
**COMPUTER GRAPHICS**



Draw Outline of 'shield'. May be regular i.e. half shape copied and mirrored, or may be hand drawn and less regular.



Print One Draw arrow and place in shield. Copy twice and place each arrow below. All arrows equal size.



Print Two  
Top arrow bigger Accept 20-40%  
Middle arrow flipped horizontally  
Bottom arrow smaller. Accept 40-60%  
All different colours  
Text below any size, any style. Need not be centred below image

**Pathways Training**



**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5185/A**  
**DATABASE OPERATIONS**

For all questions within this paper, any form of report is acceptable – reports generated by a database package are ok, excerpts from a database inserted into a word processor and manipulated in there are equally acceptable.

Title  
allow 1 accuracy error

Only these 4 fields selected  
Can be arranged in any order or layout

## Multimedia Training Programme

<i>Number</i>	<i>Company</i>	<i>Days</i>	<i>Cost</i>
TS/004	Lectern Systems	5	2250
TS/012	Northwind Systems	5	2250
TS/020	Lectern Systems	5	2250
TS/022	Lectern Systems	5	2250

Edited and deleted records  
Number TS/010 has been edited so should not appear  
Number TS/002 has been deleted so should not appear

Searching for Product = Multimedia  
**ONLY** (field not printed)

Title  
allow 1 accuracy error

Searching for Product = Web Design  
**ONLY**

## Training for Web Design

All fields selected  
Can be arranged in any order or layout

<i>Company</i>	<i>Number</i>	<i>Product</i>	<i>Trainer</i>	<i>Days</i>	<i>Cost</i>
Ability	TS/005	Web Design	Draco	4	1800
Ability	TS/023	Web Design			1800
Adept Computer Technology	TS/003	Web Design			1800
Adept Computer Technology	TS/021	Web Design			1800
Inova Business Services	TS/010	Web Design	Draco	4	1800
Northwind Systems	TS/007	Web Design	Crohn	4	1800
Northwind Systems	TS/015	Web Design	Draco	4	1800
Northwind Systems	TS/025	Web Design	Draco	4	1800

Edited record  
Number TS/010 has been edited so should appear

Inserted record  
ensure 100% accuracy

Sorted in ascending order on 'Company' then 'Number'

## High Income Courses

Title  
allow 1 accuracy error

<i>Trainer</i>	<i>Cost</i>
Bean	4500
Faldo	6750
Bean	4500

Only these 2 fields selected  
Can be arranged in any order or layout

Searching for Cost >4000

**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5185/B**  
**DATABASE OPERATIONS**

For all questions within this paper, any form of report is acceptable – reports generated by a database package are ok, excerpts from a database inserted into a word processor and manipulated in there are equally acceptable.

Title  
allow 1 accuracy error

## College Courses

<i>Customer</i>	<i>Product</i>	<i>Sessions Tutor</i>	<i>Location</i>	<i>Day</i>
O'Keefe	Design	4 Caiques	College	Friday
Tan	Design	4 Spedrini	College	Tuesday
Tan	Aesthetics	2 Timms	College	Thursday
Kuznetzov	Design	2 Spedrini	College	Tuesday
Kuznetzov	Aesthetics	1 Timms	College	Thursday
<b>Cales</b>	<b>Design</b>	<b>4 Caiques</b>	<b>College</b>	<b>Friday</b>

Added record *Cales*  
Deleted *O'Keefe Aesthetics*

Searching for Location = College **ONLY**

Title  
allow 1 accuracy error

## Products Delivered at Base

Only these 4 fields selected  
Can be arranged in any order or layout

<i>Product</i>	<i>Customer</i>	<i>Location</i>	<i>Day</i>
Consultation	Tan	Base	Monday
Consultation	O'Keefe	Base	Monday
Consultation	Kuznetzov	Base	Monday
Consultation	Khalifa	Base	Monday
Fittings	O'Keefe	Base	Friday
Fittings	Kuznetzov	Base	Friday
Lighting	O'Keefe	Base	Thursday
Lighting	Kuznetzov	Base	Thursday
<b>Lighting</b>	<b>Khalifa</b>	<b>Base</b>	<b>Thursday</b>

Edited record *Khalifa*

Searching for Location = Base **ONLY**

Sorted in ascending order on 'Product' then descending order on 'Customer'

## More than 5 sessions

*Tutor*  
Jones  
Burt  
Potts

*Sessions*  
6  
6  
7

Title  
allow 1 accuracy error

Searching for Sessions > 5

Only these 2 fields selected  
Can be arranged in any order or layout

**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5185/C**  
**DATABASE OPERATIONS**

Title  
allow 1 accuracy error

Only these 4 fields selected  
Can be arranged in any order or layout

## Javascript Courses

<i>Customer</i>	<i>Day</i>	<i>Room</i>	<i>Language</i>
Kandakuri	Fri	C3	Javascript
Salim	Mon	C3	Javascript
Kuroki	Thu	C3	Javascript
Burgess	Fri	C3	Javascript
Medlock	Fri	C3	Javascript
Silvester	Mon	C3	Javascript
Vercoe	Wed	C3	Javascript

Edited and added records  
Vercoe has been added  
Kuroki has been edited  
D'Silva on Thursday has been deleted

Searching for Language = Javascript **ONLY**

Title  
allow 1 accuracy error

## Flash Animation Courses

<i>Room</i>	<i>Day</i>	<i>Customer</i>	<i>Language</i>	<i>Tim Level</i>
C2	Thu	Silvester	Flash Animation	9 F
C2	Thu	Salim	Flash Animation	2 A
C2	Wed	Medlock	Flash Animation	8 F
C2	Wed	D'Silva	Flash Animation	11 F
C5	Tue	Vercoe	Flash Animation	2 F
C5	Tue	Canon	Flash Animation	11 F
C5	Tue	Kuroki	Flash Animation	11 F
C5	Tue	Brown	Flash Animation	11 F

Sorted in ascending order on  
'Room' then 'Day'

Searching for Language = Flash animation **ONLY**

Title  
allow 1 accuracy error

## Early Morning Courses

<i>Customer</i>	<i>Time</i>
D'Silva	8
Medlock	8
Medlock	8
Medlock	8

Only these 2 fields selected  
Can be arranged in any order or  
lavout

Searching for Time = 8

**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5186/A**

**WEBSITE DESIGN**

Heading – as shown  
Style H1  
Colour blue  
align centre  
vertical align top of page

Text – as shown  
Style H2  
Colour black  
align centre

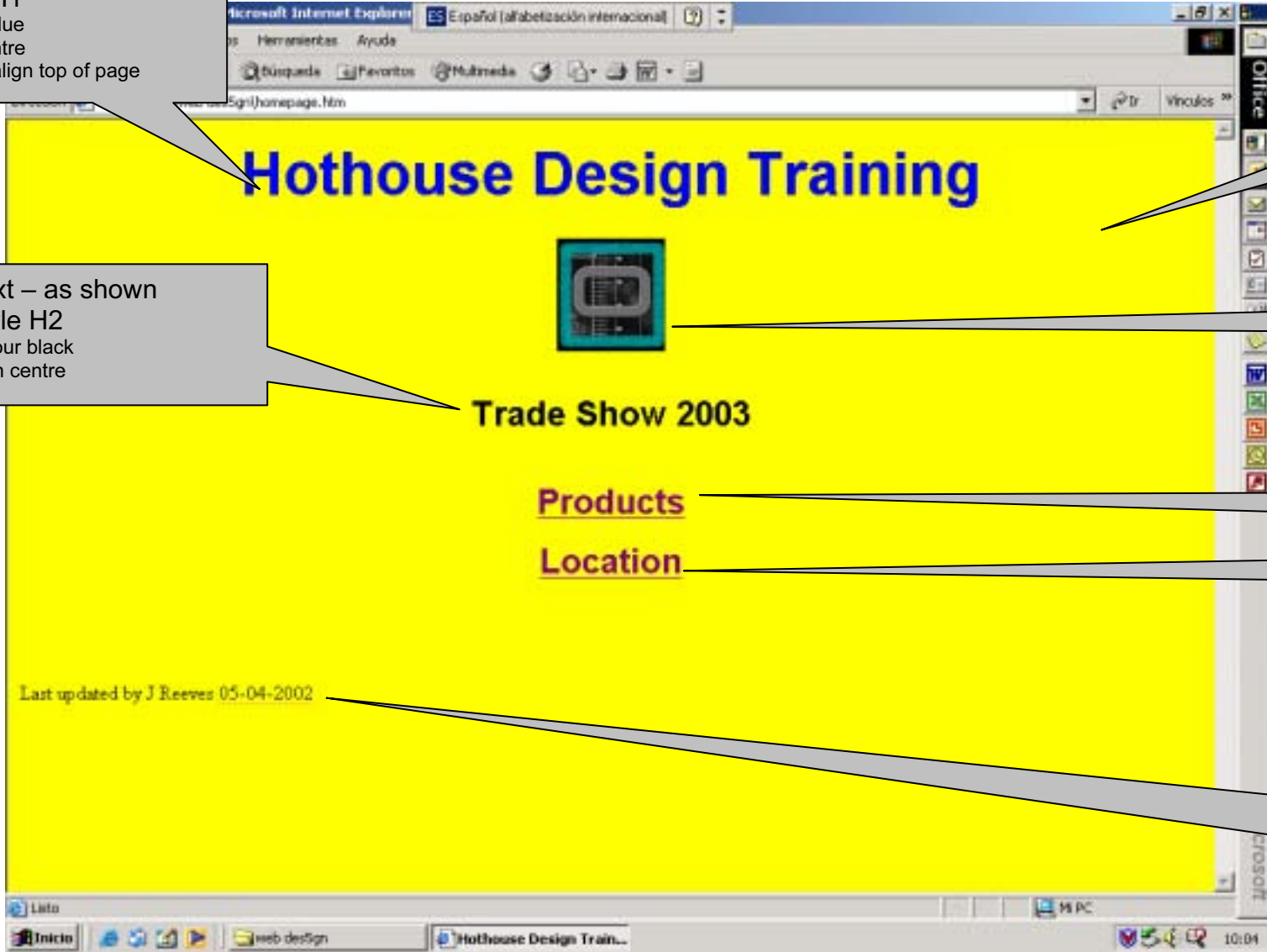
Background  
pale yellow

Image – HDLOGO.JPG  
align centre

Text – as shown  
Hyperlink to page 2

Text – as shown  
Hyperlink to page 3

Text – as shown  
Style P  
Colour blue  
candidates name entered  
date entered





HTML code can be entered directly or through web authoring package. The key elements have been extracted from the HTML code and identified below. These will be common whatever creation method was used.

</head>

<body bgcolor=yellow lang=ES link=blue vlink=purple style='tab-interval:35.4pt'>

<div class=Section1>

<h1>Hothouse Design Training</h1>

<p class=MsoNormal><o:p>&nbsp;</p>

<p class=MsoNormal align=center style='text-align:center'><!--[if gte vml 1]><v:shapetype

</v:shapetype><v:shape id="\_x0000\_i1025" type="#\_x0000\_t75" style='width:65.25pt; height:68.25pt'>

<v:imagedata src="homepage\_archivos/image001.gif" o:title="HDLOGO"/>

</v:shape></p>

<p class=MsoNormal align=center style='text-align:center'>&nbsp;</p>

<h2>Trade Show 2003</h2>

<p class=MsoNormal>&nbsp;</p>

<h2><a href="Products.htm">Products</a></h2>

<h2><a href="Location.htm">Location</a></h2>

<p class=MsoNormal>Last

updated by J Reeves <st1:date Year="2002" Day="5" Month="4">

</body>

</html>

Reference may be called a different name

Reference may be called a different name

candidates name entered  
date entered

Heading – as shown  
Style H1  
Colour blue  
align centre  
vertical align top of page

Text – as shown  
Style H2  
Colour black  
align centre

Background  
pale yellow

# Hothouse Design Training

## Products

We offer training in these new products:

Web Design  
Graphics  
Multimedia  
Interior Design

Text – as shown  
Style P  
Colour blue  
alignment not specified  
Allow 2 accuracy errors

Click on the company logo to take you back to the homepage.



Image – HDLOGO.GIF  
Hyperlink to home page  
Size reduced to between 50%  
and 15% of original size  
align left

Location

[Top](#)

Text – as shown  
Hyperlink to anchor  
at top of current page

Text – as shown  
Hyperlink to page 3

HTML code can be entered directly or through web authoring package. The key elements have been extracted from the HTML code and identified below. These will be common whatever creation method was used.

</head>

<body bgcolor=yellow lang=ES link=blue vlink=purple style=tab-interval:35.4pt>

<div class=Section1>

<h1><a name=Top></a><span lang=EN-GB style='color blue'>Hothouse  
Design Training</span></h1>

<h2 align=center style='text-align:center'>Products</h2>

<p class=LIBSNormal><b style='mso-bidi-font-weight:normal'>Web Design</b></p>

<p class=LIBSNormal><b style='mso-bidi-font-weight:normal'>Graphics</b></p>

<p class=LIBSNormal><b style='mso-bidi-font-weight:normal'>Multimedia</b></p>

<p class=LIBSNormal><b style='mso-bidi-font-weight:normal'>Interior Design</b></p>

<p Click on the company logo to take you back to the homepage</b></p>

<p class=MsoNormal><a href="homepage.htm">  
<v:imagedata src="Products\_archivos/image001.gif" o:title="HDLOGO"/>  
</v:shape></a></p>

Reference may be called a different name

<p class=MsoNormal>&nbsp; </p>  
<a href="Location.htm">Location</a></b></p>

Reference may be called a different name

<a href="#Top">Top</a></b></p>

Anchor name may be different

</body>  
</html>

Heading – as shown  
Style H1  
Colour blue  
align centre  
vertical align top of page

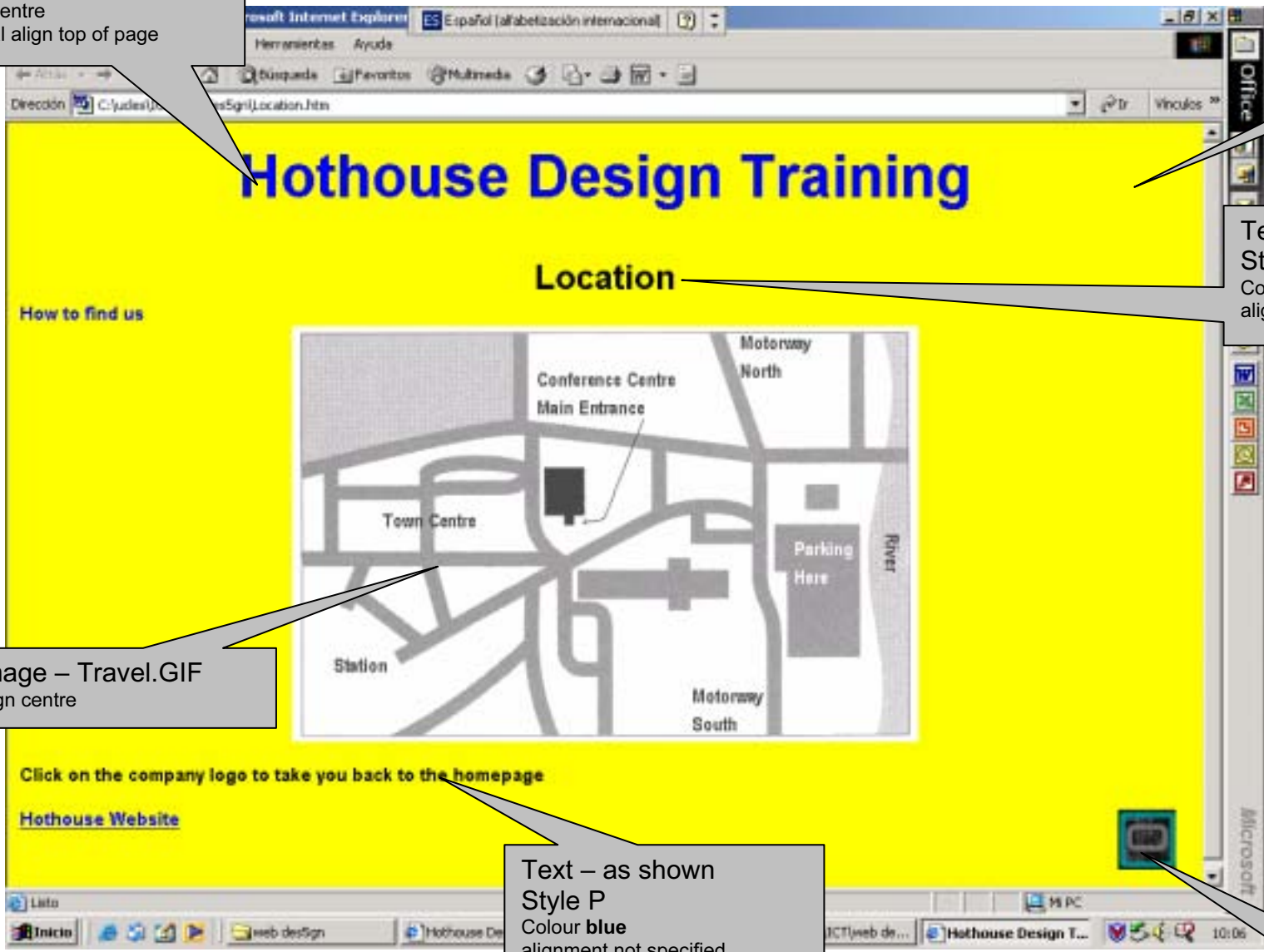
Background  
pale yellow

Text – as shown  
Style H2  
Colour black  
alignment not specified

Image – Travel.GIF  
align centre

Text – as shown  
Style P  
Colour blue  
alignment not specified

Image – HDLOGO.GIF  
Hyperlink to home page  
Size reduced to between 50%  
and 15% of original size  
align left



HTML code can be entered directly or through web authoring package. The key elements have been extracted from the HTML code and identified below. These will be common whatever creation method was used.

```
</head>
```

```
<body bgcolor=yellow lang=ES link=blue vlink=purple style='tab-interval:35.4pt'>
```

```
<div class=Section1>
```

```
<h1>HothouseDesignTraining</h1>
```

```
<p class=MsoNormal>&nbsp;</p>
```

```
<h2 align=center style='text-align:center'>Location</h2>
```

```
<p class=LIBSNormal align=center style='text-align:center'><v:imagedata src="Location_archivos/image001.gif" o:title="travel"/>  
</v:shape><b style='mso-bidi-font-weight:normal'>Click  
on the company logo to take you back to the homepage</b></p>
```

```
<p class=LIBSNormal><v:shape id="_x0000_s1026" type="#_x0000_t75"  
<a href="homepage.htm" style=<v:imagedata src="Location_archivos/image002.gif" o:title="HDLOGO"/>
```

```
<a href="http://www.hothouse-design.co.uk/">Hothouse Website</a></b></p>
```

```
</div>
```

```
</body>
```

```
</html>
```

Reference may be called a different name

**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5186/B**  
**WEBSITE DESIGN**

Heading – as shown  
Style H1  
Colour red  
align centre  
vertical align top of page

Background  
pale blue

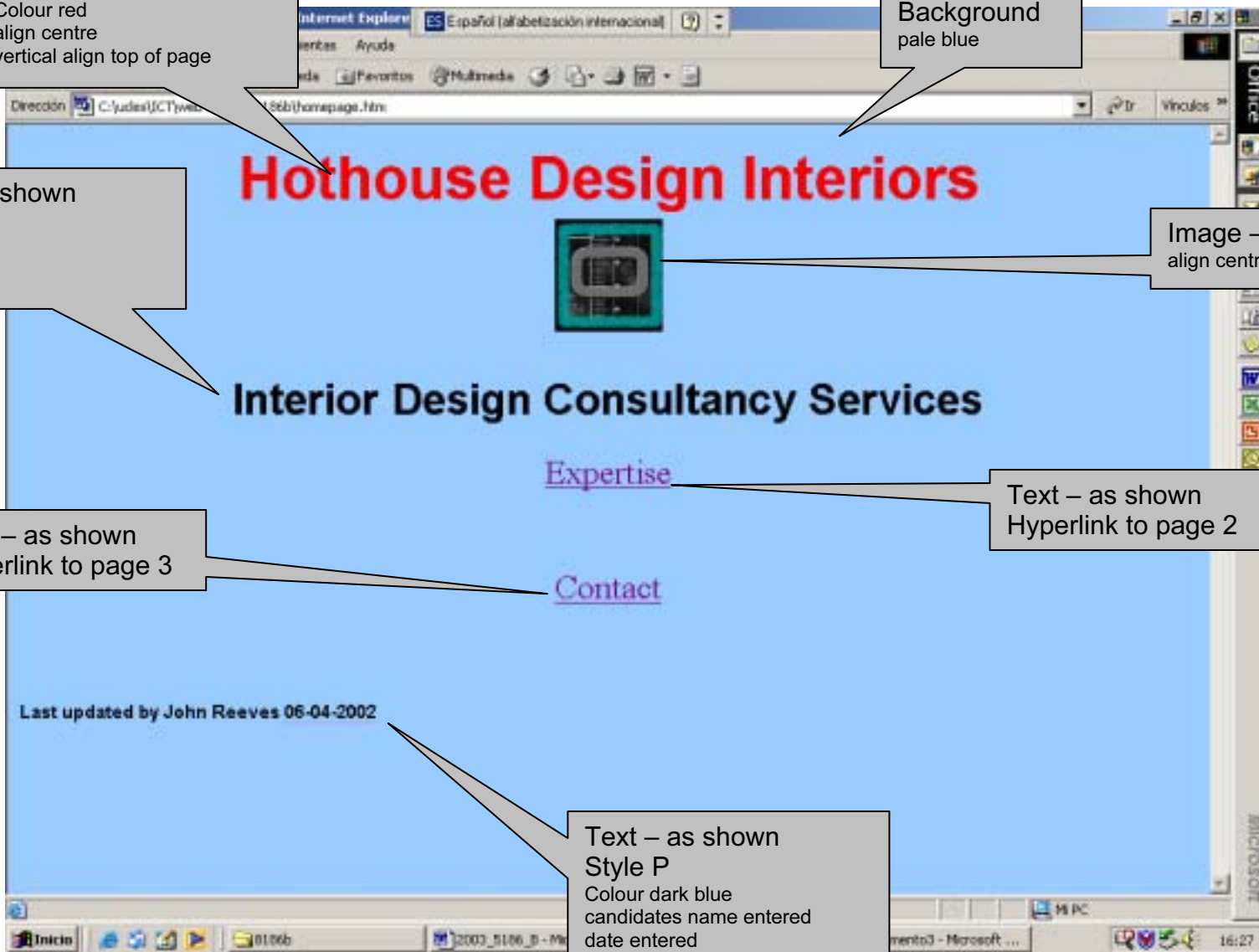
Text – as shown  
Style H2  
Colour black  
align centre

Image – HDLOGO.GIF  
align centre

Text – as shown  
Hyperlink to page 3

Text – as shown  
Hyperlink to page 2

Text – as shown  
Style P  
Colour dark blue  
candidates name entered  
date entered



HTML code can be entered directly or through web authoring package. The key elements have been extracted from the HTML code and identified below. These will be common whatever creation method was used.

```
<body bgcolor="#99CCFF" >
```

```
<h1>Hothouse Design Interiors</h1>
```

```
<p class=MsoNormal align=center style='text-align:center'>  
<v:imagedata src="homepage_archivos/image001.gif" o:title="HDLOGO"/>  
</p>
```

```
<p class=MsoNormal align=center style='text-align:center'>&nbsp;</p>
```

```
<h2> Interior DesignConsultancy Services</h2>
```

```
<a href="expertise.htm"> Expertise</a>
```

```
<a href="contact.htm">Contact</a>
```

```
<p Last updated by John Reeves </b><st1:date Year="2002" Day="6" Month="4">
```

```
</body>
```

```
</html>
```



Heading – as shown  
Style H1  
Colour red  
align centre  
vertical align top of page

# Hothouse Design Interiors

## Expertise

Text – as shown  
Style H2  
**Colour black**  
alignment not specified

We offer design expertise in these areas:

[Aesthetics](#)  
[Lighting](#)  
[Fittings](#)  
[Interior Design](#)  
[Click on the company logo to take you back to the homepage.](#)  
[Contact](#)  
[Top](#)

Text – as shown  
Style P  
Colour blue  
alignment not specified  
Allow 2 accuracy errors



Image – HDLOGO.GIF  
Hyperlink to home page  
Size reduced to between 50%  
and 15% of original size  
align right

Text – as shown  
Hyperlink to anchor  
at top of current page  
alignment not specified

Text – as shown  
Hyperlink to page 3  
alignment not specified

```
</head>
```

```
<body bgcolor="#99CCFF"
```

```
<a name=TOP></a><
```

```
<h1>HothouseDesign Interior</h1>
```

```
<h2>Expertise</h2>
```

```
<p>We offer design expertise in these areas:</p>
```

```
<p>Aesthetics</p>
```

```
<p>Lighting</p>
```

```
<p>Fittings</p>
```

```
<p> Interior Design</p>
```

```
<a href="homepage.htm">image002.jpg" align=right  
hspace=12 v:shapes="_x0000_s1026"></a>
```

```
<p>Click on the company logo to take you back to the homepage</p>
```

```
<p><a href="contact.htm">Contact</a> /p>
```

```
<p <a href="#TOP">Top</a> p>
```

```
</body>
```

```
</html>
```

Heading – as shown  
Style H1  
Colour red  
align centre  
vertical align top of page

# Hothouse Design Interiors

## Our Work

Text – as shown  
Style H2  
Colour black  
alignment not specified

Here is a summary of our current work

Text – as shown  
Style P  
Colour blue  
alignment not specified



Image – WORK.JPG  
align centre

Click on the company logo to take you back to the homepage

[Hothouse Website](#)

Text – as shown  
Hyperlink to Hothouse Design Website  
align left

Image – HDLOGO.GIF  
Hyperlink to home page  
Size reduced to between 50% and 15% of original size  
align right

```
</head>
```

```
<body bgcolor="#99CCFF" >
```

```
<h1 align=center style='text-align:center'> Hothouse Design Interiors</h1>
```

```
<h2 align=center style='text-align:center'> Our Work</h2>
```

```
<p>Here is a summary of our current work</p>
```

```
<v:imagedata src="contact_archivos/image001.jpg" o:title="Work"/>  
</v:shape></p>
```

```
<p> Click on the company logo to take you back to the homepage</p>
```

```
<p> Click on the company logo to take you back to the homepage</p>
```

```
<a href="homepage.htm"></ <v:imagedata src="contact_archivos/image003.gif" o:title="HDLOGO"/>  
<w:wrap type="square"/> a>
```

```
<p <a href="http://www.hothouse-design.co.uk/">Hothouse Website</a>  
</body>
```

```
</html>
```

**2003**

**CAREER AWARD IN ICT**  
Foundation Level

**MARK SCHEME**

**MODULE: 5186/C**  
**WEBSITE DESIGN**

Heading – as shown  
Style H1  
Colour blue  
align centre  
vertical align top of page

Background  
pale green

Text – as shown  
Style H2  
Colour black  
align centre

Image – HDLOGO.GIF  
## align centre ##

Language Training for Programmers

[Languages](#)

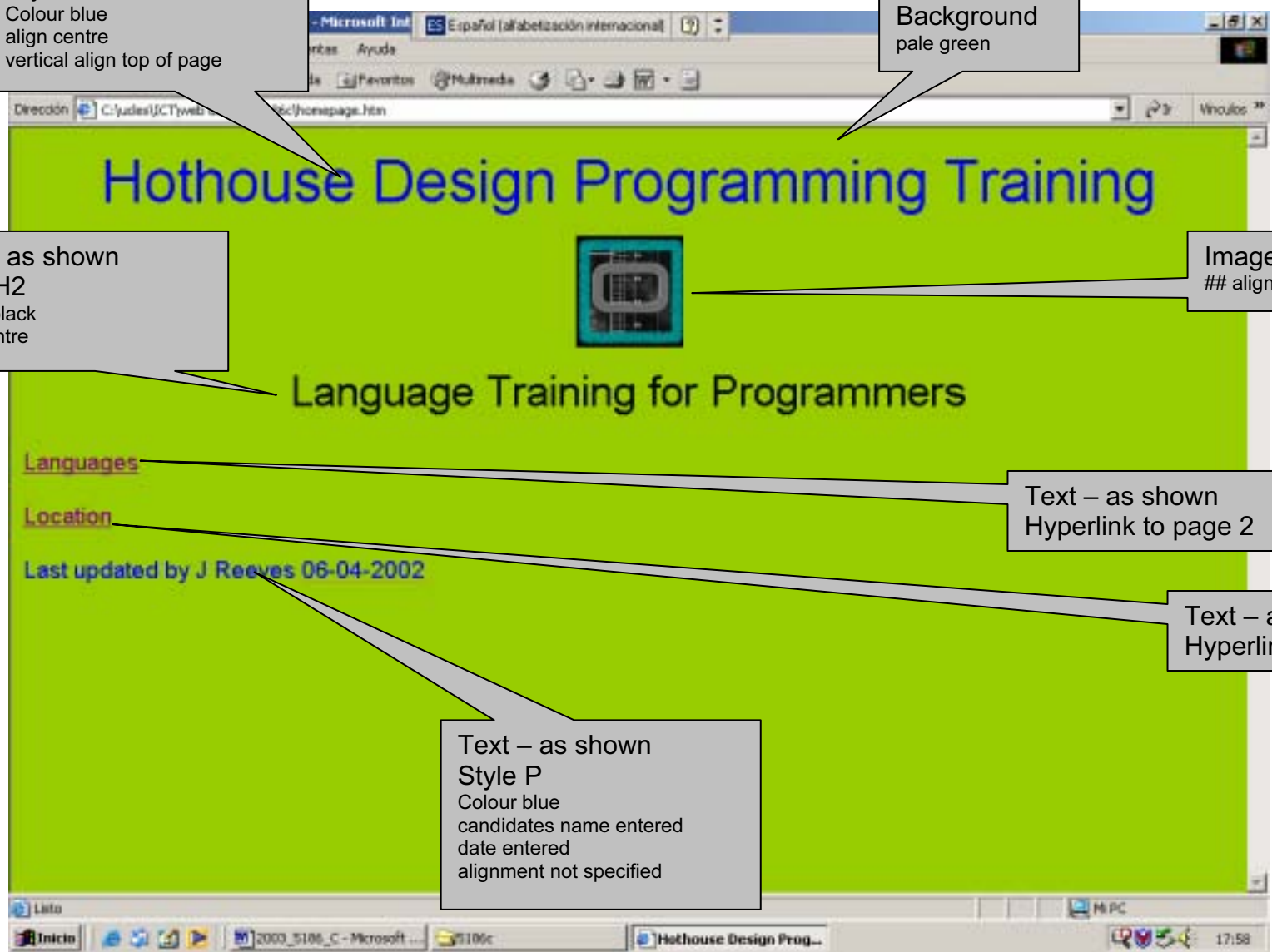
Text – as shown  
Hyperlink to page 2

[Location](#)

Text – as shown  
Hyperlink to page 3

Last updated by J Reeves 06-04-2002

Text – as shown  
Style P  
Colour blue  
candidates name entered  
date entered  
alignment not specified



HTML code can be entered directly or through web authoring package. The key elements have been extracted from the HTML code and identified below. These will be common whatever creation method was used.

```
</head>
```

```
<body bgcolor="#99CC00" >
```

```
<h1>Hothouse Design Programming Training</h1>
```

```
<v:imagedata src="homepage_archivos/image001.gif" o:title="HDLOGO"/>
```

```
</v:shape></h2>
```

```
<h2>Language Training for Programmers</h2>
```

```
<p ><a href="Languages.htm">Languages</a></p>
```

```
<p ><a href="Location.htm">Location</a></p>
```

```
<p >Last updated by J Reeves <st1:date Year="2002" Day="6" Month="4"> ></p>
```

```
</body>
```

```
</html>
```

Heading – as shown  
Style H1  
Colour blue  
align centre  
vertical align top of page

# Hothouse Design Programming Training

## Languages

Text – as shown  
Style H2  
Colour black  
alignment not specified

We offer training in these programming languages:

- C++
- Flash Animation
- HTML
- Javascript
- Visual Basic

Text – as shown  
Style P  
Colour blue  
alignment not specified  
Allow 2 accuracy errors

Click on the company logo to take you back to the homepage



Image – HDLOGO.GIF  
Hyperlink to home page  
Size reduced to between 50%  
and 15% of original size  
align left

[Location](#)

[Top](#)

Text – as shown  
Hyperlink to anchor  
at top of current page

Text – as shown  
Hyperlink to page 3



```
</head>
```

```
<body bgcolor="#99CC00" >
```

```
<div class=Section1>
```

```
< a name=top></a>
```

```
<h1>Hothouse Design Programming Training</h1>
```

```
<h2> >Languages</h2>
```

```
<p >We offer training in these programming languages</p>
```

```
<p >C++ </p>
```

```
<p >Flash Animation </p>
```

```
<p>HTML</p>
```

```
<p >Javascript</p>
```

```
<p >Visual Basic</p>
```

```
<p >Click on the company logo to take you back to the homepage </p>
```

```
<p <a href="homepage.htm"><v:imagedata src="Languages_archivos/image001.gif" o:title="HDLOGO"/></a></p>
```

```
<p ><a href="Location.htm">Location</a></p>
```

```
<p ><a href="#top">Top</a></p>
```

```
</body>
```

```
</html>
```

Heading – as shown  
Style H1  
Colour blue  
align centre  
vertical align top of page

# Hothouse Design Programming Training

## Location

Text – as shown  
Style H2  
Colour black  
alignment not specified

### How to find us:

Text – as shown  
Style P  
Colour blue  
alignment not specified



Image – TRAVEL.GIF  
align centre

Click on the company logo to take you back to the homepage

[Hothouse Website](#)

Text – as shown  
Hyperlink to Hothouse Design Website  
align left

Image – HDLOGO.GIF  
Hyperlink to homepage  
Size reduced to between 50% and 15% of original size  
align right

```
</head>
```

```
<body bgcolor="#99CC00">
```

```
<h1>Hothouse Design Programming Training</h1>
```

```
<h2>Location</h2>
```

```
<p>How to find us</p>
```

```
<p align=center style='text-align:center'><v:imagedata src="Location_archivos/image001.gif" o:title="travel"/>
```

```
<p>Click on the company logo to take you back to the homepage<</p>
```

```
<p align=right style='text-align:right'><a href="homepage.htm"><:imagedata src="Location_archivos/image003.gif" o:title="HDLOGO"/></p>
```

```
<p> <a href="http://www.hothouse-design.co.uk/">Hothouse Website</a</p>
```

```
</body>
```

```
</html>
```