



# Centre-assessed work Marking Grid 2013

## GCE Applied ICT (8751/3/6/9) Unit 8: Project Management (IT08)

Centre name: .....

Centre no:

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Candidate name: .....

Candidate no:

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*This form should be completed and attached to the candidate's work and retained at the Centre, or sent to the moderator as required.*

### Assessment Objective 1 (AO1): Practical capability in applying ICT (up to 17 marks)

Row	1 mark	2 marks	3 marks	4 marks	Marks
1	Candidate has used software functions, or a software package, new to them.	Candidate has described their use of software functions, or a software package new to them, that is appropriate for the work undertaken.	Candidate has shown an understanding of why they needed to use new functions of software, or new software, for the work undertaken.		
2	Candidate has attempted to use project management techniques/tools in their aspect of the project.	Candidate has used a range of project management techniques/tools in their aspect of the project.	Candidate has used project management techniques/tools appropriately in their aspect of the project.	Candidate has explained how they have used project management techniques/tools appropriately in their aspect of the project.	
3	It is possible to tell that the candidate has developed some new ICT and soft skills during their work on the unit.	Candidate has recorded some developments in their ICT and soft skills made during the unit.	Candidate has recorded developments in their ICT and soft skills which are appropriate to working on a team project.	Candidate has recorded developments in their ICT and soft skills which are appropriate to working on a project and has shown that they understand the need for developing new ICT and soft skills when working on a team project.	

Row	1 mark	2 marks	3 marks	4 marks	Marks
4	Candidate has been proactive in the acquisition of new ICT skills.	Candidate has considered what new ICT skills they need and has been proactive in their acquisition.			
5	Candidate has shown some awareness of personal standard ways of working OR those appropriate to group work.	Candidate has demonstrated that personal standard ways of working OR those appropriate to group work have been adopted.	Candidate has demonstrated that personal standard ways of working AND those appropriate to group work have been adopted.	Candidate has demonstrated that personal standard ways of working AND those appropriate to group work have been adopted and that they understand why additional standard ways of working are necessary for group work.	

**Assessment Objective 2 (AO2): Knowledge and understanding of ICT systems and their roles in organisations and society (up to 7 marks)**

Row	1 mark	2 marks	Marks
1	Candidate has described their role within the team.	Candidate has described their role within the team <b>and</b> the roles of other team members.	
2	Candidate provides evidence of giving, receiving <b>and</b> acting upon communication with other team members in order to progress the project.		
3	Candidate has shown that they have planned to manage a project or their part in one, using an appropriate tool.	Candidate has effectively managed a project or their part in one, using appropriate tools.	
4	Candidate has provided a basic description of the project to be carried out.	Candidate has provided a full description of the project to be carried out.	

**Assessment Objective 3 (AO3): Apply knowledge, skills and understanding to produce solutions to ICT problems (up to 18 marks)**

Row	1 mark	2 marks	3 marks	4 marks	Marks
1	Candidate has planned how to use ICT in their aspect of the project.	Candidate has planned how to use appropriate ICT tools in their aspect of the project.	Candidate has planned how to use ICT effectively in their aspect of the project and demonstrates that they have carried out their plans.		
2	Candidate has provided some ICT support to others.	Candidate has shown that they can demonstrate solutions to other team members.	Candidate has shown that they can explain solutions to other team members.	Candidate has shown that they can explain solutions to other team members in a clear and effective manner.	
3	Candidate anticipated the need to be able to respond to unexpected events during the project.	Candidate has explained how they planned for unexpected events during the project.	Candidate responded to unexpected events during the project.		
4	Candidate has provided evidence of problem solving having occurred during the project.	Candidate has explained their role in solving any problems that occurred during the project.			
5	Candidate has outlined their pre – existing skills <b>and</b> how they have used them in the work on this project.	Candidate has described their pre – existing skills <b>and</b> how they have used them in the work on this project.	Candidate has explained their pre – existing skills <b>and</b> how they have used them in the work on this project.		
6	Candidate has outlined their pre – existing knowledge <b>and</b> how they have used it in the work on this project.	Candidate has described their pre – existing knowledge <b>and</b> how they have used it in the work on this project.	Candidate has explained their pre – existing knowledge <b>and</b> how they have used it in the work on this project.		

**Assessment Objective 4 (AO4): Evaluate ICT solutions and own performance (up to 28 marks)**

Row	1 mark	2 marks	3 marks	4 marks	Marks
1	Candidate has included some objectives for the project OR for their part in the project.	Candidate has included some objectives for the project AND for their part in the project.	Candidate has included objectives for either what they perceived to be the objectives for the overall project or for their part in the project. They have <b>clearly described</b> the other.	Candidate has <b>clearly described</b> what they perceived to be the objectives for both the overall project and for their part in the project.	
2	Candidate has indicated how the success of the project will be assessed OR how they will assess their part in the project.	Candidate has indicated how the success of the project will be assessed AND how they will assess their part in the project.	Candidate has <b>indicated</b> how the success of the project will be assessed or how they will assess their part in the project, AND has <b>clearly described</b> the other.	Candidate has <b>clearly</b> described how they will assess both the success of the project and their part in it.	
3	Candidate has provided a brief account of the actions taken by the team to solve the problem OR of the actions taken by themselves as part of the team.	Candidate has provided a brief account of the actions taken by the team to solve the problem AND of the actions taken by themselves as part of the team.	Candidate has provided a brief account of either the actions taken by the team to solve the problem or the actions taken by themselves as part of the team, AND a <b>clear</b> account of the other, showing their understanding of what has been done and why.	Candidate has provided a <b>clear</b> account of both the actions taken by the team to solve the problem and the actions taken by themselves as part of the team, showing a clear understanding of what has been done and why.	
4	Candidate has provided some evidence of the project OR of their part in the project being assessed.	Candidate has provided some evidence of both the project AND of their part in the project being assessed.	Candidate has provided some evidence of either the project, or their part in the project, being assessed AND clear evidence of the other.	Candidate has provided clear evidence of both the project and their part in the project being assessed.	
5	Candidate has critically evaluated the project OR their part in it, AND successfully identified strengths and weaknesses.	Candidate has critically evaluated the project AND their part in it, and successfully identified strengths and weaknesses.	<b>In addition</b> , the candidate has identified areas for improvement in either the project OR their part in it and has related strengths, weaknesses and areas for improvement to the objectives set.	Candidate has <b>critically</b> evaluated both the project AND their part in it, and successfully identified strengths, weaknesses and areas for improvement by relating them to the objectives set.	

Row	1 mark	2 marks	3 marks	4 marks	Marks
6	Candidate has provided some evidence of time management or planning.	Candidate has provided some evidence of time management and planning. They have met some deadlines and have shown that they understand the need to monitor their progress.	Candidate has provided detailed evidence of time management and planning, fully monitored their progress and met most deadlines.	Candidate has provided detailed evidence of time management and planning, fully monitored their progress and met most deadlines. Reasons for any missed deadlines have been documented and explained.	
7	Candidate has used written expression in a non-specialist way.	Candidate has used written expression with some specialist vocabulary to organise information.	Candidate has used written expression with suitable specialist vocabulary to organise and interpret information.	Candidate has used written expression with appropriate specialist vocabulary to organise and interpret information within complex subject matter.	

Assessment objective	Maximum mark	Mark awarded
AO1	17	
AO2	7	
AO3	18	
AO4	28	
<b>Total</b>	<b>70</b>	