



Rewarding Learning

ADVANCED SUBSIDIARY (AS)

General Certificate of Education

January 2013

**Applied Information and
Communication Technology**

Assessment Unit AS 2

assessing

Unit 2: Software Applications and Tools

[A3J21]

MONDAY 7 JANUARY – FRIDAY 11 JANUARY

**MARK
SCHEME**

DB1 RELATIONSHIPS

One to Many Relationship (Customer and House) [2]
 ([1] for no Referential Integrity)

DB2 VALIDATION

Validation rule LIKE “*@*” [2]

[N.B. Access automatically puts in quotation marks] [1]
 (one element incorrect e.g. *@*, LIKE *@, LIKE @*)

Validation text 3

DB3 EXTRAFIELD

CustRegDate and type Date/Time [1]

Format Short Date [1]

Default Value =Date() or =Now() or Date () or Now() [2] 4

DB4 FORMDESIGN

Title: Houses [1]

Correct Record Displayed: H080 [1]

Labels Modified:

No space – lose 1 mark

House not removed – lose 1 mark

Ignore the colon

House ID:, House Number:, Street Name:,

Town:, County:, Postcode:, Comment: [3]

(Lose 1 or 2 for fields not renamed)

Correct Layout and Fields

[all data visible] [2]

Close Form Button [1] 8

DB5 QUERYDESIGN

Correct Fields from HOUSE and SERVICE tables:

(HouseNumber, HouseStreetName, HousePostcode

Completed, TypeofService) [1]

Correct Fields Selected:

(HouseNumber, HouseStreetName, HousePostcode) [1]

Completed Criteria: No or False or Not True [1]

TypeofService Criteria:

“Planting” or “Weeding” [2] 5

DB6 SUMMARY

Title "Gardening Services by County"	[1]	
Grouping by County	[1]	
No extra labels	[1]	
New or Modified Labels:		
County, No of Services, Total Charges, ALL COUNTIES	[2]	
Calculation: No of Services per county	[1]	
Calculation: Total Charge per county	[1]	
Calculation: Total No of Services in ALL Counties	[1]	
Calculation: Total Charge for ALL Counties	[1]	
Correct Positioning of Elements	[1]	
Correct Formatting of Elements [Bold]	[1]	11

SS1 RENAMED

Rename Sheet1 as employees		
<u>and</u> sheet 2 as quotation	[1]	
quotation is first sheet	[1]	2

SS2 QUOTATION

Header details	[1]	
Footer details	[1]	
All 12 Main text headings entered (1 mark per correct 4 headings)	[3]	
PRICE and MINIMUM CHARGE (1 mark per correct column)	[2]	
Row and Column headings	[1]	8

SS3 HUGHES

Mr Hughes sheet before quotation sheet	[1]	
Mark Hughes name and address	[1]	
Phone number begins with zero	[1]	
grass cutting + weeding (40, 40, £180, £180)	[1]	
N.B. Follow through if E13 < > £40 for Quotation, VAT and Total Quotation, e.g. Planting = £40 (not £27)	[1]	
Quotation, VAT and Total Quotation	[1]	6

SS4 FORMULAE

IF statement	[1]	
D9=0, 0	[2]	
Nested IF	[1]	
B9*D9>C9,	[2]	
B9*D9	[2]	
C9	[1]	
=SUM(E9:E15)	[2]	
=E17*0.2	[3]	
=SUM(E17:E18)	[2]	16

WP1 FORMATTING

Correct font (Verdana)	[1]	
Correct font size (14)	[1]	
Landscape	[1]	

WP2 STAFF

Bolded, centred	[2]	
Accurate text entry, layout and lines	[3]	5

WP3 LOGO

Correct logo	[1]	
65% height, 60% width	[2]	
Logo in top right corner	[1]	4

WP4 TEXTBOX

All data entry boxes produced		
• DOB:	6 boxes.	
• Postcode:	7 boxes.	
• NI Number:	9 boxes.	
• Telephone:	11 boxes.	
• Car Reg:	8 boxes [5]	

Dimension dialogue box displayed		
Height 0.65cm Width 0.5cm	[1]	6

MM1 SLIDEMASTER

Correct logo	[1]	
Correct height (5.5cm) and width (4.5cm)	[1]	
Image behind text	[1]	3

MM2 FOOTER

Date/time to update automatically Selected	[1]	
Slide number and footer selected	[1]	
Don't show on title slide selected	[1]	3

MM3 SERVICES

Accurate text and layout	[4]	
Correct table produced (3 × 3)	[1]	
Printout in handout view (4 slides per page)	[1]	6

TASK MM4 EFFECTS

Cover right-down	[1]	
Speed: slow (or >= 2s)	[1]	
Sound: breeze	[1]	
Advance after 10 seconds	[1]	
Loop continuously until 'Esc'	[1]	5

Total	100
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