OCR
RECOGNISING ACHIEVEMENT

ADVANCED GCE

APPLIED INFORMATION AND COMMUNICATION TECHNOLOGY

Unit 9: Working to a brief

G048/IC

INSTRUCTIONS FOR CANDIDATES

To be opened on receipt

JANUARY AND JUNE 2010

TIME

- These briefs are only valid for submission of marks to OCR in either January or May 2010.

INSTRUCTIONS TO CANDIDATES

- You must use this booklet for guidance throughout your work for this unit.
- You must complete your project by the date set by your teacher.
- You must submit all your preparatory work with your solution to the brief.
- All work submitted for assessment must be your own work. Where you have worked as part of a team you must clearly identify your individual contribution to the project.

INFORMATION FOR CANDIDATES

- The total number of marks available for the paper is **50**.
- You may start your preparatory work as soon as you receive this paper.
- There are no restrictions on computing facilities, hardware or software that may be used.
- This document consists of **12** pages. Any blank pages are indicated.

It is important that you discuss with your teacher anything that you do not understand.

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INSTRUCTIONS FOR CANDIDATES

Each of the following briefs has been written so that it may be completed alongside the Advanced GCE optional unit to which it relates.

Only responses to the briefs as set will be accepted. **No marks will be awarded** for work in response to any other brief.

Read the briefs in this booklet. You must research and develop **one** of these briefs.

For assessment of this unit, you must produce evidence which **must** include:

- a preparatory report into 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 your performance in relation to planning the project
- an evaluation of your performance in implementing the project
- an evaluation of your ICT solution to the given brief.

Whichever brief you choose, you will need to report on current working practices. Before you plan the structure and content of your project you will need to carry out some research into working practices within the organisation. This research should enable you to plan a solution that works smoothly and with minimum disruption.

A project management plan will help you to organise your time efficiently. As a guide, the minimum requirements for the project management plan should include:

- key dates, deadlines and timescales
- how work may be managed in small sections or tasks
- organisation of information and resources
- time for reviews and modifications
- time for evaluation.

Full planning is vital to the success of the project. Full planning will also allow you to evaluate your work more effectively. There must be clear evidence of planning **before** you start your project.

While you are working on the project you must complete a diary or log. This diary or log should include:

- a full list of all tasks undertaken as part of the delivery of the project
- an assessment of your contribution to the success of the task
- the skills used in meeting the requirement of the task
- an assessment of how your skills needed to extend to meet the needs of the task – your discussion of your skills needs to include your use of working with others as well as ICT skills.

You will need to produce supporting materials. These may take any form, and the ultimate decision about what support materials your project needs is for you to decide.

Once you have completed the project, you will need to report on how well the project ran, what were its strengths and weaknesses and how well you worked with others. Your report should also suggest improvements to the project. You should collect feedback from users and the client in order to allow you to make informed comments about your project and the role that you played.

At the end of the unit, you must hand in:

- your report on current working practices
- your project plan
- your diary or log
- support materials
- your evaluation reports.

Make sure that all your work has your name, candidate number and Centre number on each page.

Briefs
You may carry out the brief by working on your own or as part of a team. Where you are working on your own the focus of 'working with others' becomes the clients or end users of the product. Where you are working as a team member the focus may also include other members of the team.

You **must** develop a solution to **one** of the following briefs.

Brief 1

You have been asked by a nutritionist to produce a model, using a spreadsheet, to help those wishing to plan their daily and weekly calorie intake. Your model should allow the nutritionist to target the recommended weekly intake based on a client's gender and age. Each week starts on a Sunday.

The model will be used by the client to record the food and drink they have consumed each day. This information will then be used by the model to calculate the remaining calories for the week and then suggest meals for the rest of the week so that the client may achieve the recommended target set by the nutritionist.

The calorie intake for each day of the seven day period should also be presented graphically along with the average daily intake, as recommended by the nutritionist, for comparison.

Your model must include the option to restrict the meals suggested to suit a meat-free diet.

Your model should include the calorific content of 21 meals and a range of drinks.

This task may be completed in conjunction with Unit 10: Numerical modelling using spreadsheets.

Brief 2

Klassy Karaoke Limited is a multimedia publishing company that produces interactive karaoke products. Each product includes three songs. The product is divided into three main sections; one for each song. Within each main section, there are two subsections. One subsection plays the song with no words displayed. The second subsection plays the song with the words displayed on screen line by line in time with the song.

You have been asked to create a sample multimedia product that includes three songs, each with the standard two subsections.

The completed multimedia product will need to include a navigation system that will allow the user to select the specific song they wish to practise, as well as the subsection they wish to use. There should also be the facility for the user to select a section of the song, or to play the whole song from the beginning.

You will need to include suitable images, video and animation to enhance the impact of the product.

This task may be completed in conjunction with Unit 11: Interactive multimedia products.

Brief 3

EDN Publications produces a series of survival guides. Each title deals with four everyday tasks based around a theme.

You have been asked to produce a survival guide for students. This publication will cover how to apply for a passport and how to apply for a driving licence, as well as two further tasks of a similar nature which you may choose.

Editorial policy is that each section of your guide should include an introduction to the task, a step-by-step guide, including relevant graphics and what happens next, including timescales.

This task may be completed in conjunction with Unit 12: Publishing.

Brief 4

Tom Wild Computers is a business that specialises in producing a range of themed Graphical User Interfaces (GUI).

You work for Tom Wild Computers and have been asked to design and develop a GUI on a theme of your own choice.

You must:

- decide on a theme
- design a range of suitable icons, backgrounds and mouse pointers
- use graphics software to implement your designs.

This task may be completed in conjunction with Unit 13: Artwork and imaging.

Brief 5

My Fellow Europeans is an organisation that specialises in raising awareness of countries in the European Union amongst children between the ages of 11 and 16. The organisation focuses on the cultures, traditions and history of each country.

You have been asked to produce a non-linear website focussing on the culinary traditions in three European Union countries of your choice.

This task may be completed in conjunction with Unit 14: Developing and creating websites

Unit G048 – Assessment Evidence Grid

Unit G048: Working to a brief

What candidates need to do:

Evidence needs to include:

a: [AO2] a preparatory report into current working practice **[3]**;
b: [AO2/3] a project plan in response to the set brief. **[8]**;
c: [AO1/2/3] a diary or log of work completed **[16]**;
d: [AO1] support materials for use with the project **[5]**;
e: [AO4] an evaluation of candidates' performance in relation to planning the project **[6]**;
f: [AO4] an evaluation of candidates' performance in implementing the project **[6]**;
g: [AO4] an evaluation of candidates' ICT solution to the given brief **[6]**.

How the candidate will be assessed:

Task	Assessment Objective	Mark Band 1	Mark Band 2	Mark Band 3	Mark Awarded
a	AO2	The candidate produces a descriptive report into current working practice; **[0 1]**	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; **[2]**	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. **[3]**	/3
b(i)	AO2	The candidate plans their project; **[0 1]**	The candidate uses **one** formal planning technique to plan their project; **[2]**	The candidate uses **two** formal planning techniques to plan their project. **[3]**	/3
b(ii)	AO3	The candidate's plan includes little detail; **[0 1]**	The candidate's plan includes fair detail; most tasks required to complete the project are listed; **[2 3]**	The candidate's plan fully identifies all tasks required in order to complete the project. **[4 5]**	/5
c(i)	AO1	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; **[0 1]**	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; **[2 3]**	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. **[4 5]**	/5

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Unit G048: Working to a brief (continued)

Task	Assessment Objective	Mark Band 1	Mark Band 2	Mark Band 3	Mark Awarded
c(ii)	AO2	The candidate produces a diary or log that shows that they have used some tools and techniques for developing ICT systems; [0 1]	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; [2]	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. [3]	/3
c(iii)	AO3	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; [0 1 2]	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; [3 4 5]	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 [6 7 8]	/8
d	AO1	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; [0 1]	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; [2 3]	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. [4 5]	/5

Unit G048: Working to a brief (continued)					
Task	Assessment Objective	Mark Band 1	Mark Band 2	Mark Band 3	Mark Awarded
e	AO4	The candidate describes their actions in planning their project and identifies areas for improvement; [0 1 2]	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; [3 4]	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. [5 6]	/6
f	AO4	The candidates describes their actions in implementing their ICT solution for the user and identifies areas for improvement; [0 1 2]	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; [3 4]	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. [5 6]	/6
g	AO4	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; [0 1 2]	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; [3 4]	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. [5 6]	/6
				Total mark awarded:	/50

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