Applied ICT

OCR GCE H115/H315/H515/H715 Unit G042 ICT solutions for individuals and society
Unit Recording Sheet

Please read the instructions printed at the end of this form. **One** of these sheets, suitably completed, should be attached to the assessed work of **each** candidate.

Unit Title	3 ICT solutions for individuals and society	Unit Code	G042	Session	Jan / June	Year	2	0	0	

Centre Name				Centre Number				

Candidate Name				Candidate Number				

Evidence: You present the results of an investigation, including the use of a spreadsheet to analyse numeric data, along with a report on the sources and methods used to find information.

Criteria			Teacher Comment	Page No.
a.1: You identify the information required, select a search engine and use its search facilities to locate the information; **[0 1 2 3]**	**a.2:** you identify the information required and use the advanced search facilities of more than one search engine to locate the information, comparing the results obtained; **[4 5 6 7]**	**a.3:** you identify the information required, select the most appropriate search engine and use efficient methods, including the use of logical operators to locate the information. **[8 9 10]**	**Mark**	
b.1: You make straightforward comments on how the availability of information affects people and situations you are familiar with, such as you and your family; your report may contain errors in spelling, punctuation and grammar; **[0 1 2 3]**	**b.2:** you explain clearly how the availability of information affects society in general and individuals within it, including people and situations outside your normal experience; your report will contain few spelling, punctuation and grammar errors; **[4 5]**	**b.3:** you explain in detail how organisations now communicate with individuals and society and the effect on those who do not have (or want) access to ICT; your report will be consistently well-structured and there will be few, if any, spelling, punctuation and grammar errors. **[6 7]**	**Mark**	
c.1: You access the required information with some help; **[0 1 2]**	**c.2:** you access required information independently, using menus, navigation bars etc.; **[3 4]**	**c.3:** you access required information independently, using an internal search engine. **[5]**	**Mark**	
d.1: You use search criteria involving relational operators to obtain information from at least one local or on-line database and evidence your searches; **[0 1]**	**d.2:** you use complex search criteria including relational and logical operators to obtain information from local and on-line databases and present results; **[2 3]**	**d.3:** you use complex search criteria including relational and logical operators to obtain information from local and on-line databases and present results as reports. **[4 5]**	**Mark**	

Criteria			Teacher Comment		Page No.
e.1: You create a suitable spreadsheet layout to carry out simple analysis of numeric data and provide suitable printed or screen output that makes appropriate use of cell formats, charts or graphs, page or screen layout and graphic images; **[0 1 2 3]**	**e.2:** you show a good understanding of spreadsheet functions and formulae by using them to carry out complex analysis of numeric data, using macros to speed up the input of data and the production of results; **[4 5 6]**	**e.3:** you create a well-designed spreadsheet to carry out complex analysis of numeric data, testing the spreadsheet thoroughly to ensure the accuracy of the results obtained. **[7 8 9 10]**	**Mark**		
f.1: You produce a presentation that combines at least two different types of data from a at least two sources, listing the sources used; **[0 1 2]**	**f.2:** you produce a presentation that combines at least four types of data from at least four different sources, listing your information sources in an appropriate form; **[3 4]**	**f.3:** you produce a well thought out presentation that uses at least six types of data effectively to present the investigation results from at least six different sources coherently; you list your information sources in a detailed bibliography. **[5]**	**Mark**		
g.1: You comment on the effectiveness of the methods you used to find information and present results; **[0 1 2]**	**g.2:** you clearly identify good and not so good features of the methods you used to find information and present results; **[3 4 5]**	**g.3:** you show that you identified strengths and weaknesses in both your initial searches and your presentation of results; you will show how you refined them to meet the purpose more closely, suggesting how you might approach a similar task in future. **[6 7 8]**	**Mark**		
Total/50					

If this work is a re-sit, please tick		Session and Year of previous submission	Jan / June	**2**	**0**	**0**	Please tick to indicate this work has been standardised internally	

Please note: This form may be updated on an annual basis. The current version of this form will be available on the OCR website (www.ocr.org.uk).
A completed Centre Authentication form CCS160 **must** accompany the MS1 when it is sent to the moderator.

Guidance on Completion of this Form
1   **One** sheet should be used for each candidate.
2   Please ensure that the appropriate boxes at the top of the form are completed.
3   Please enter *specific* page numbers where evidence can be found in the portfolio, and where possible, indicate to which part of the text in the mark band the evidence relates.
4   Circle the mark awarded for each strand of the marking criteria in the appropriate box and also enter the circled mark in the final column.
5   Add the marks for the strands together to give a total out of 50. Enter this total in the relevant box.