OCR RECOGNISING ACHIEVEMENT

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	7 Communicating using computers		Unit Code	G046	Session	Jan / June	Year	2	0	0	
Centre Name						**Centre Number**					
Candidate Name						**Candidate Number**					

Evidence: You produce reports on: an organisation detailing how they make use of the intranet and Internet; an existing website; setting up a planned website. You produce a web page and host it online and configure a single computer for Internet and e-mail access.

Criteria			Teacher Comment		Page No.
a.1: You identify how the Internet and intranet are currently used and how they help the organisation meet its objectives; you make little or no attempt to describe any improvements the organisation could make to how it uses the Internet and intranet; **[0 1 2]**	**a.2:** you describe how the Internet and intranet are currently used, the advantages and disadvantages of the current use, and how they help the organisation meet its objectives; you identify one improvement the organisation could make to how it uses the Internet and intranet; **[3 4]**	**a.3:** you describe how the Internet and intranet are currently used, the advantages and disadvantages of the current use, and how they help the organisation meet its objectives; you describe improvements the organisation could make to how it uses the Internet and intranet. **[5 6]**	**Mark**		
b(i).1: You identify the purpose of the nominated website and you describe **two** different services provided by the website; you identify the use of at least **one** Internet technology; **[0 1 2]**	**b(i).2:** you identify the purpose of the nominated website and you describe a range of different services provided by the website; you identify the use of at least **two** Internet technologies; **[3 4]**	**b(i).3:** you identify the purpose of the nominated website and you describe a range of different services provided by the website; you identify and explain the use of at least **two** Internet technologies. **[5 6]**	**Mark**		
b(ii).1: You produce a diagrammatic structure of the website identifying titles of pages and hyperlinks; you show little or no evidence of understanding of code used in web pages; **[0 1 2]**	**b(ii).2:** you produce a diagrammatic structure of the website identifying titles of pages and hyperlinks; you annotate the code used in at least **three** web pages; **[3 4]**	**b(ii).3:** you produce a diagrammatic structure of the website identifying titles of pages and hyperlinks; you annotate and explain the code used in at least **three** web pages. **[5 6]**	**Mark**		
c.1: You identify some of the costs, connection methods and hardware/software that need to be considered to create and host your planned website; you do not consider ISPs to host your website; your report may contain errors in spelling, punctuation and grammar; **[0 1 2 3]**	**c.2:** you describe a range of costs, valid connection methods and hardware/software, including bandwidth requirements, that need to be considered to create and host your planned website; you identify a suitable ISP for hosting your website; your report contains few spelling, punctuation and grammar errors; **[4 5 6]**	**c.3:** you describe a range of costs, valid connection methods and hardware/software, including bandwidth requirements, that need to be considered to create and host your planned website; you identify a suitable ISP and give reasons for its suitability for hosting your website in relation to its technical requirements; your report is consistently well-structured and there are few, if any, spelling, punctuation and grammar errors. **[7 8 9]**	**Mark**		

Criteria			Teacher Comment	Page No.
d(i).1: You create **one** web page from your planned website with no identification of Internet technologies used; **[0 1]**	**d(i).2:** you create **one** web page from your planned website and identify the use of at least **one** Internet technology used; **[2]**	**d(i).3:** you create **one** web page from your planned website and identify the use of at least **one** Internet technology used; you will host the web page online. **Mark** **[3]**		
d(ii).1: You comment on your actions and role in creating and getting a web page hosted online; **[0 1 2 3]**	**d(ii).2:** you include an analysis on your experiences in order to improve your own performance; **[4 5]**	**d(ii).3:** you include an analysis on your experiences suggesting how you might approach a similar task in the future. **Mark** **[6 7 8]**		
e.1: You identify some of the hardware/ software and information required to set up a computer for Internet and e-mail access; you do not install any communication software; you make changes to **two** different browser configuration settings; you show evidence of setting up an appropriate filing structure for e-mails; you identify part of the installation process for the communication software; **[0 1 2 3 4]**	**e.2:** you you identify the hardware/software and information required to set up a computer for Internet and e-mail access; you install **one** piece of communication software; you describe and produce evidence of **two** different configuration changes made to a browser; you produce evidence on sending and receiving e-mails and filing received e-mails; you identify the steps that you went through for the installation process for the communication software; **[5 6 7 8]**	**e.3:** you identify a range of hardware/software and information that could be used to set up a computer for Internet and e-mail access; you install **three** pieces of communication software; you describe and produce evidence of **two** different configuration changes made to a browser, and produce evidence on sending and receiving e-mails and filing received e-mails; you produce an installation guide for the communication software identifying all settings required. **Mark** **[9 10 11 12]**		
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.