Mark Scheme (Results)

GCSE Applied ICT (5331)

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Contents

2331 GCSE Applied ICT
Summer 2008

WRITERS WANTED!

SmartsIssues
The new Smarts Leisure Park magazine

Have you taken part in an event at Smarts?

Do you have ideas for new events?

Are you a member of Smarts Teenz Club or Smarts Kidz Club?

Have you stayed in a SmartApart?

Have you eaten in the Onion Café?

Have your say –
Contact Jane Brandon in the Smarts Office
to let her know what you would like to write about

DP1				
	1	Use of file: Wording as given (including correct spelling and punctuation ignore initial capitalisation of "the" on line 3 and removal of full stop at end of last line). Ignore order of text.		
	2	Wording as given (spelling and punctuation not correct but allow as above). Ignore order of text.	2 1	
	3	No additional words	1	
	4 5 6	Emphasis: (eg one or more of bold, italics, suitable colour/shading, larger font, different font, that makes it stand out.) **WRITERS WANTED!** **SmartsIssues** **(Contact) Jane Brandon**	1 1 1	
	7	**2 suitable graphics** ONLY **added from the** GRAPHICS **file** **Suitable graphics are** **Teenz Club logo, Onion Café logo, Teenz Club Barn, Onion Café, SmartAparts Logo, Nature Trail route, fox**	1	
	8	**Leisure Park logo added**	1	
	9	**All graphics seen including logo – proportions retained and of suitable size (minimum for graphics 3x5 cm, logo text readable, maximum for graphics & logo 8 cm high or 8 cm wide)**	1	
	10	**Consistent (balanced) alignment – may be all centred/all left aligned/mix that is consistent**	1	
	11	**Appropriate use of white space**	1	
	12	**Must have all above correct except marking point 7** **Must change initial letter to capital for "The" on line 3 and remove full stop on last line. Text in any sensible order.** **Fitness for purpose as a poster.** **No use of WordArt**	1	
				12
		Total for Activity 1		12

Activity 2: Using Database Software

DB1

DB1

		ARTICLE			
Ref	**Title**	**SmartsDept**	**NoWords**	**WriterRef**	**DateOffered**
0006	Aquarobics	SP	200	024	04/05/2008
0016	Can you help?	TC	150	026	07/05/2008
0012	Don't forget the Onion Café	OC	150	020	06/05/2008
0014	Get out on the Slopes	KC	200	024	07/05/2008
0005	Get to grips with SmartPhone	SA	150	020	04/05/2008
0018	Magpie Refurbished	SA	200	022	09/05/2008
0003	Maths Fun	EC	300	022	03/05/2008
0004	New in the Shop!	OT	250	023	04/05/2008
0001	Night Hikes	KC	250	021	03/05/2008
0019	Night Nature Trailing	TC	250	026	10/05/2008
0011	Premier Apartments	SA	450	022	06/05/2008
0007	Science News	EC	300	025	04/05/2008
0002	Smartmunch	OC	500	020	03/05/2008
0010	Smarts Wildlife	OT	200	023	05/05/2008
0015	Special Offers!	SA	500	022	07/05/2008
0013	Sunburst Fitness	FS	200	024	06/05/2008
0008	Three Cheers for Anders!	TC	250	026	05/05/2008
0017	TipTopTap	FS	150	023	08/05/2008
0009	WaterBabes	SP	150	021	05/05/2008

	1	**New record added to ARTICLE table. All fields attempted with relevant data**	**1**	
	2 3	**New record all correct, including code for Smarts Teenz Club** **One data entry error** 0019 Night Nature Trailing TC 250 026 10/05/2008	**2** **1**	
	4	**All 19 records (or 18 if new record not added) sorted on Title. All 6 fields in any order.** **(Aquarobics to WaterBabes or WaterBabes to Aquarobics)**	**1**	
	5	**Title in ascending order (must be at least 5 records). At least Ref and Title fields. (Aquarobics to WaterBabes)**	**1**	
			5	

DB2		Must clearly be a search on ARTICLE table. Can award the marks from a design view provided that criterion is visible eg >=300 in NoWords field		

DB2

ARTICLES 300+ WORDS					
Ref	Title	SmartsDept	NoWords	WriterRef	DateOffered
0002	Smartmunch	OC	500	020	03/05/2008
0003	Maths Fun	EC	300	022	03/05/2008
0007	Science News	EC	300	025	04/05/2008
0011	Premier Apartments	SA	450	022	06/05/2008
0015	Special Offers!	SA	500	022	07/05/2008

	1	**5 records >=300 words (records 2,3,7,11,15) at least fields Ref and Title**	**3**	
	2	**3 records >300 words (records 2,11,15) at least fields Ref and Title**	**1**	
	3	**2 records = 300 words (records 3, 7) at least fields Ref and Title**	**1**	
	4	**All 6 fields any order**	**1**	
				4

DB3		Must be a report produced from database software		

Articles with 300 words or more

Reference	Title	Smarts Department	Number of Words	Writer Reference	Date Offered
0002	Smartmunch	OC	500	020	03/05/2008
0003	Maths Fun	EC	300	022	03/05/2008
0007	Science Neve	EC	300	025	04/05/2008
0011	Premier Apartments	SA	450	022	06/05/2008
0015	Special Offers!	SA	500	022	07/05/2008

22 May 2008   Candidate Details   Page 1 of 1

	1	Suitable title (ignore task name) including "Articles" and "300 words". Sensible capitalisation. No full stop	1	
	2	Correct 5 records. Allow follow through from DB2 only if there is evidence of a search (ie not all records)	1	
	3	All 6 fields any order (no follow through from DB2)	1	
	4	Sensible customisation of SmartsDept and NoWords field names	1	
	5	Candidate name, candidate number and centre number in footer area at bottom of page using database software	1	
	6	Landscape orientation	1	
	7	Overall fitness for purpose – suitable (correct) title, appropriate customisation, correct 5 records and 6 fields (no follow through from DB2) Layout, consistency. Line (if present) under field names to extend completely Ignore footer	1	
				7

DB4		Must clearly be a search on WRITER and ARTICLE tables. *Allow design view with correct criterion (SmartsDept=SA) for first two marks. Correct 4 fields indicated in correct order for printing.*		

| Articles about SmartAparts			
Title	**DateOffered**	**LastName**	**MobilePhone**
Get to grips with SmartPhone	04/05/2008	Bowman	07492 251609
Premier Apartments	06/05/2008	Finlay	07486 444555
Special Offers!	07/05/2008	Finlay	07486 444555
Magpie Refurbished	09/05/2008	Finlay	07486 444555

	[1,2]	**Correct 4 records as given (Bowman, Finlay, Finlay, Finlay).** **At least fields Title or DateOffered AND LastName or MobilePhone**	**2/0**	
	[3,4]	Title, DateOffered, LastName, MobilePhone - **ONLY in that order**	**2/0**	
				4

DB5	Should be a screen shot of table design – allow second mark ONLY for datasheet view		
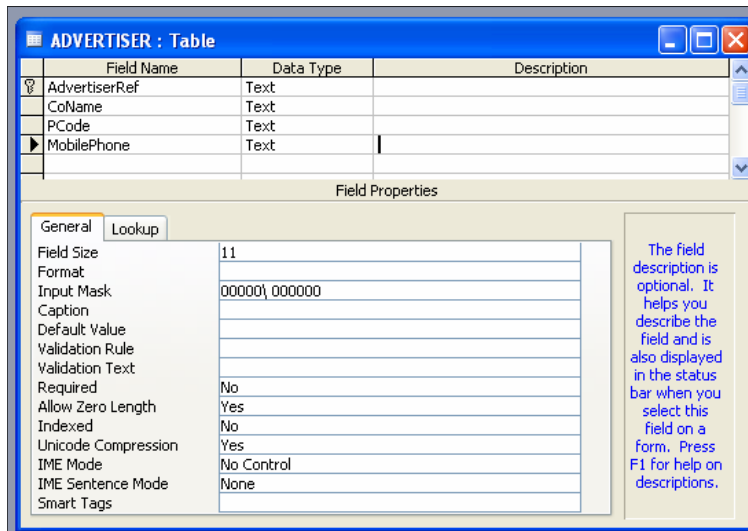
	1	**Screen shot of table design**	**1**	
	2	**Correct 4 field names only as given** AdvertiserRef, CoName, PCode, MobilePhone	**1**	
	3	Text /Alphanumeric **data type for all 4 fields**	**1**	
	4	AdvertiserRef **set as primary key**	**1**	
	5	**Input mask correct (00000 000000 – may show as 00000/ 000000 or 00000\ 000000 or similar correct format). Must have a space between the sets of zeros**	**1**	
				5

DB6	Must be a screen shot to show relationship – allow more than one screen shot if relevant for software. Allow any view		
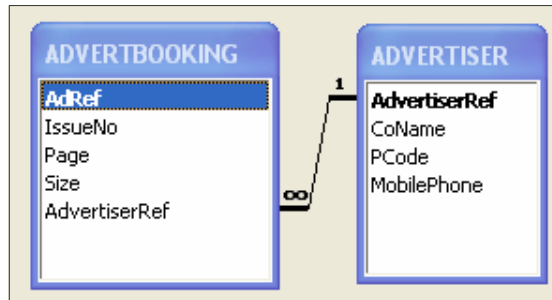
	1	ADVERTBOOKING **and** ADVERTISER **tables related (any fields joined)**	**1**	
	2	ADVERTBOOKING **and** ADVERTISER **tables related on** AdvertiserRef **field in both tables**	**1**	
	3	**Correct (1:many 1:∞) relationship on** AdvertiserRef – **ADVERTISER (1) to ADVERTBOOKING (∞)**	**1**	
				3

DB7		Must clearly be the results of a search on ADVERTBOOKING and ADVERTISER tables		

DB7

Advertiser 0110							
AdRef	IssueNo	Page	Size	AdvertiserRef	CoName	PCode	MobilePhone
0712	0001	2	Quarter page	0110	Jacobs Williams	SO86	07765 712345

	1	**Correct 1 record shown with attempt at relevant data in all fields seen.** **Must include at least** one of **CoName, PCode, MobilePhone** and one of **AdRef, IssueNo, Page, Size**	**1**	
	2 3	**All correct 8 fields only – no truncation of fields** **All correct – AdvertiserRef repeated – no truncation of fields**	**2** **1**	
	4 5	**Data completely correct in all correct 8 (or 9) fields.** **Data with error in one field. (All 8 or 9 correct fields seen)** **Data correct but only one missing field.**	**2** **1** **1**	
				5
		Total for Activity 2:	**33**	

		Activity 3: Using Word Processing Software		

WP1				

	1	Smarts Leisure Park Logo sensible position (in top quarter of page with nothing above), sensible size (logo minimum - text readable and maximum 7 cm wide) and proportions retained		
			1	
	2	Suitable title (Allow "Purpose of meeting …" but not "Title…") Must include SmartsIssues. Check spelling. No full stop. Allow if above logo.		
			1	
	3	Agenda – **suitable font (not WordArt), size (no larger than GCSE on front cover)** and **position (above agenda items, if present, but sensible, eg not between date/time/venue). Allow vertical overlap with logo position. Allow if above logo.**		
		On line with no other text (eg do not allow "Items for Agenda")		
		No full stop or colon		
			1	
	4	**(Wednesday)** 6 June, 10.00 am **Above agenda items, if present. Spelling and capitalisation correct.**		
		Allow sensible date and time formats. Do not allow "6 of June"		
			1	
	5	Boardroom – **Above agenda items, if present.**		
		Correct spelling. Either initial capital or all capitals.		
			1	
	6	**Apologies, Minutes, Matters Arising at top of list (any order)**		
			1	
	7	**Any other business, Date of next meeting at bottom of**		
			1	

		list (any order)		
	8	All completely correct (as shown above) (4, 5, 6 are interchangeable)	1	
	9	Numbered list for all (8) agenda items only. Consistent style	1	
	10	Fitness for purpose, suitable layout. Must have marking points 2 – 9 correct but must have all 8 correct agenda items present. May omit logo. Do not allow repeated text or inappropriate additions.	1	
				10
		Total for Activity 3:		10

	Activity 4: Using Spreadsheet Software		

SP1			

	A	B	C	D	E
1	SmartsIssues Advertisements				
2					
3	Issue Number	Advertiser Ref	Size of Advertisement	Cost (£)	Amount Paid (£)
4	0001	0001	Quarter page	50.00	25.00
5	0001	0011	Full page	200.00	200.00
6	0001	0021	Half page	100.00	25.00
7	0001	0031	Quarter page	50.00	25.00
8	0001	0041	Full page	200.00	100.00
9	0001	0051	Quarter page	50.00	50.00

	1	**Heading in A1**	**1**	
	2	**Heading** SmartsIssues Advertisements **- spelling and caps as given. Must be above labels in row 3.**	**1**	
	3	**Heading 12pt and bold**	**1**	
				3

SP2

	A	B	C	D	E
1	SmartsIssues Advertisements				
2					
3	Issue Number	Advertiser Ref	Size of Advertisement	Cost (£)	Amount Paid (£)
4	0001	0001	Quarter page	50	25
5	0001	0011	Full page	200	200
6	0001	0021	Half page	100	25
7	0001	0031	Quarter page	50	25
8	0001	0041	Full page	200	100
9	0001	0051	Quarter page	50	50
10					
11			Totals:	=SUM(D4:D9)	=SUM(E4:E9)

1	**Label** Totals: **in C11. Ignore bold. Must include colon.**	**1**	
2 3	=SUM(D4:D9) **in D11** **=SUM(D4:D9) in column D below row 9** **=SUM(D4:D10) in D11** **Anything else that works using cell references in D11**	**2** **1** **1** **1**	
4 5	=SUM(E4:E9) **in E11** **=SUM(E4:E9) in column E below row 9** **=SUM(E4:E10) in E11** **Anything else that works using cell references in E11**	**2** **1** **1** **1**	
6	**No truncation of data/formulas seen**	**1**	
			6

SP3			

	A	B	C	D	E	F
1	SmartsIssues Advertisements					
2						
3	Issue Number	Advertiser Ref	Size of Advertisement	Cost (£)	Amount Paid (£)	Paid in Full?
4	0001	0001	Quarter page	50	25	=IF(E4=D4,"Yes","No")
5	0001	0011	Full page	200	200	=IF(E5=D5,"Yes","No")
6	0001	0021	Half page	100	25	=IF(E6=D6,"Yes","No")
7	0001	0031	Quarter page	50	25	=IF(E7=D7,"Yes","No")
8	0001	0041	Full page	200	100	=IF(E8=D8,"Yes","No")
9	0001	0051	Quarter page	50	50	=IF(E9=D9,"Yes","No")
10						
11			Totals:	=SUM(D4:D9)	=SUM(E4:E9)	

		Correct criterion as shown below but accept any suitable criterion that produces correct responses and follow through			
		EITHER (i)	OR (ii)		
		Correct criterion for advertiser ref 0001 in F4 /ignore caps			
1		D4=E4	E4<D4 **or** D4>E4 **or** D4<>E4 **or equivalent**	1	
		Correct message in relation to given criterion. Ignore caps Follow through allowable if criterion not in F4. If no function in F4 may look at another advertiser Do not award message marks with incorrect criterion			
2		"Yes" **first**	"No" **first**	1	
		Correct message in relation to given criterion. Ignore caps			
3		"No" **second**	"Yes" **second**	1	
4		**Complete IF statement that doesn't produce an error message (must be able to see complete IF statement including closing brackets)**		1	
5		**Replicated for all advertisers (F4 to F9) ONLY**		1	
6		**Label** Paid in Full? **as given in F3 (ignore bold)**		1	
					6

	SP4			

	A	B	C	D	E	F	G
1	SmartsIssues Advertisements						
2							
3	Issue Number	Advertiser Ref	Size of Advertisement	Cost (£)	Amount Paid (£)	Paid in Full?	Amount Outstanding (£)
4	0001	0001	Quarter page	50	25	=IF(E4=D4,"Yes","No")	=IF(F4="Yes","",D4-E4)
5	0001	0011	Full page	200	200	=IF(E5=D5,"Yes","No")	=IF(F5="Yes","",D5-E5)
6	0001	0021	Half page	100	25	=IF(E6=D6,"Yes","No")	=IF(F6="Yes","",D6-E6)
7	0001	0031	Quarter page	50	25	=IF(E7=D7,"Yes","No")	=IF(F7="Yes","",D7-E7)
8	0001	0041	Full page	200	100	=IF(E8=D8,"Yes","No")	=IF(F8="Yes","",D8-E8)
9	0001	0051	Quarter page	50	50	=IF(E9=D9,"Yes","No")	=IF(F9="Yes","",D9-E9)
10							
11			Totals:	=SUM(D4:D9)	=SUM(E4:E9)		=SUM(G4:G9)

		Correct criterion as shown below but accept any suitable criterion that produces correct responses and follow through			
		EITHER (i)	OR (ii)		
		Correct criterion for advertiser ref 001 in G4 /ignore caps			
	1	D4=E4 **or** F4="Yes"	E4<D4 **or** D4>E4 **or** D4<>E4 **or equivalent or** F4="No"	1	
		Do not award message marks with incorrect criterion *Blank cell given correctly in relation to given criterion* *Follow through if formula is not in G4.* *If no function in G4 may look at another advertiser*			
	2	**Blank cell first ("" or " ")**	**Blank cell second ("" or " ")**	1	
		Correct formula in relation to given criterion			
	3,4	D4-E4 **second**	D4-E4 **first**	2/0	
	5	**Heading** Amount Outstanding (£) **as given in G1, G2 or G3.**		1	
	6	**Heading in** G3 **and bold**		1	
	7	=SUM(G4:G9) **in G11**		1	
					7

SP5		To gain marks the row and column headers must be shown		

	A	B	C	D	E
1	SmartsIssues Advertisements				
2					
3	Issue 0001				
4					
5	Advertiser Ref	Size of Advertisement	Cost (£)	Amount Paid (£)	Paid in Full?
6		0001 Quarter page	50.00	25.00 No	
7		0011 Full page	200.00	200.00 Yes	

	1	**Former column A only deleted** and **heading (SmartsIssues Advertisements spelt the same as in SP1 or corrected version) must be in new cell A1**	**1**	
	2	**Only 2 new rows added between old rows 1 and 3** *(column labels should now be in row 5)*	**1**	
	3	Issue 0001 **as given in A3 – ignore bold**	**1**	
	4	**Cells** A1:E7 **only. Printed in portrait on one A4 sheet**	**1**	
				4

| SP6 | | Only give credit for marking points 1 and 2 if rows 6 onwards are blank. | | |

	A	B	C	D	E	F
1	SmartsIssues Advertisements					
2						
3	Issue 0002					
4						
5	Advertiser Ref	Size of Advertisement	Cost (£)	Amount Paid (£)	Paid in Full?	Amount Outstanding (£)

	1	Contents of rows 1 – 5 as shown above.		
		Allow follow through of spelling errors in A1, E5 and F5.		
	2	Allow follow through from SP5 of non-deletion of column A and/or non-insertion of extra rows – but should still have "Amount Outstanding (£)" column		
		Error in one cell	**2** **1**	
	3	Printed in landscape and no splitting of words in labels	**1**	
				3
		TOTAL FOR ACTIVITY 4:		**29**

	Activity 5: Using Word Processing/Database Software		
	If only MG2 submitted, mark as MG1		

Smarts
LEISURE PARK

19 May 2008

«FirstName» «LastName»
«Address1»
«Address2»
«PCode»

Dear «FirstName»

SMARTSISSUES – THE NEW MAGAZINE FOR SMARTS LEISURE PARK
Issue 0001

Thank you for offering to write for the first issue of SmartsIssues, which will be published in July.

I am writing to say that I would like you to write the article(s) you have suggested.

Your contribution should be sent to me by 12 June 2008. Please include your Writer Reference: «WriterRef» when sending it to me.

Yours sincerely

Jane Brandon
Editor

Little Stanley Nr Southampton SP92 6JX
Tel: 01844 546322 2   Fax: 01844 546322 1
www.smartsleisure.co.uk

Smarts
LEISURE PARK

19 May 2008

Jake Bowman
6 Sallis Crescent
Mountdown
SO85 2NG

Dear Jake

SMARTSISSUES – THE NEW MAGAZINE FOR SMARTS LEISURE PARK
Issue 0001

Thank you for offering to write for the first issue of Smarts Issues, which will be published in July.

I am writing to say that I would like you to write the article(s) you have suggested.

Your contribution should be sent to me by 12 June 2008. Please include your Writer Reference: 020 when sending it to me.

Yours sincerely

Jane Brandon
Editor

Little Stanley Nr Southampton SP92 6JX
Tel: 01844 546322 2   Fax: 01844 546322 1
www.smartsleisure.co.uk

MG1		First 7 points can be marked from evidence in MG1 or MG2. Accept appropriate commas in address, greeting and close		
	1	**Use of draft letter text and letterhead as given. Allow subject to be centred. Ignore added text. Allow displacement of letterhead due to candidate details or labelling of task.**	**1**	
	2	**Date in sensible position below letterhead, before salutation, left or right, before or after recipient's details**	**1**	
	3	**Date within exam window (19 to 23 May 2008)** **Must have year. Any acceptable format. Ignore day if correct**	**1**	
	4	**Some attempt at recipient details, top or bottom, left only**	**1**	
	5	Yours sincerely **as complimentary close below text**	**1**	
	6	Jane Brandon **under text of letter and close if present**	**1**	
	7	Editor/SmartsIssues **(or suitable combination eg Editor of SmartsIssues) after signatory name if present but under text of letter and after complimentary close if present.**	**1**	
		Must be at least one merge field from WRITER table to gain further marks		
	8	**Any 2 merge fields from WRITER table in recipient's details and/or salutation and/or writer reference** **Or address block/greeting line provided that MG2 is present and shows two fields relating to them** **Or combination of above**	**1**	
	9	**Appropriate use of merge fields for recipient's name and (complete) address.** «FirstName» «LastName» «Address1» «Address2» «PCode» **only in address area** **Check MG2 if address block is used.**	**1**	
	10	Dear «FirstName» **or appropriate use of** «GreetingLine» **including space after Dear – removal of (add first name)**	**1**	
	11	«WriterRef» **merge field used correctly in body of letter, placeholder deleted including brackets, correct spacing.**	**1**	
	12	**Consistent font (ignore header and footer contents) – must have some body text and an address merge field**	**1**	
	13	**Overall fitness for purpose (all above plus no unnecessary info). Appropriate spacing.**	**1**	
				13

MG2	MG1 must be present with at least one merge field to gain marks. MG2 must be a mail merge of their MG1 to gain any credit.		
[1,2]	**Successful mail merge of their MG1 with** WRITER **table**	**2/0**	
[3]	One **mail merged letter only submitted**	**1**	
			3
	TOTAL FOR ACTIVITY 5:		**16**
	TOTAL FOR PAPER : 100 MARKS		

24