


Mark Scheme (Results)

January 2009

GCSE

GCSE Applied ICT (5331) Paper 1

	Activity 1: Word Processing Software		
WP1			
	<div style="border: 1px solid black; padding: 10px;">  <p>Alex Harraway 1 Mount Crescent SOUTHAMPTON SO9 5XY</p> <p>12 January 2009</p> <p>Dear Alex</p> <p>Re: SMARTS KIDZ CLUB ANNIVERSARY PARTY</p> <p>Five years ago, you were on work experience at Smarts Leisure Park. You were assisting in the setting up of the Smarts Kidz Club. We will be having an anniversary celebration on Saturday 2 May 2009. We would be delighted if you were able to attend as a guest of honour.</p> <p>Activities lined up for the day include quad biking, trampolining and snowboarding. There will also be a disco in the evening in the Smarts Teenz Club building. The festivities will start at 1.30 pm and finish at 10.30 pm.</p> <p>I would appreciate it if you could let me know whether you are able to come. Please contact me by phone or by email to let me know as soon as possible.</p> <p>Yours sincerely</p> <p>Joe McCrae Manager – Smarts Kidz Club</p> <p style="text-align: center;">Little Stanley Hr Southampton SP92 6JX Tel: 01844 5463222 Fax: 01844 5463221 www.smartsleisure.co.uk</p> <p style="text-align: center;">Candidate Name Candidate Number Centre Number Task WP1</p> </div>		
1	Use of LETTERHEAD as given		1
2	Date within 12 – 16 January 2009 above or below address, below letterhead, left or right aligned. Ignore date label.		1
3	Alex Harraway 1 Mount Crescent SOUTHAMPTON SO9 5XY (ignore case)		1
4	Address details in top left or bottom left		1
5	Dear Alex or Dear Mr Harraway in sensible position Do NOT accept Dear Alex Harraway Do NOT accept Dear Sir (or Dear Madam)		1
6	Content copied accurately from data file. Any additional text makes sense and spellchecked		1
7	Yours sincerely (below body text if present – do not give unless greeting is present). Do not allow if Dear Sir		1
8	Joe McCrae Manager (of) Smarts Kidz Club Allow if on one line. Below the complimentary close.		1
9	Fitness for purpose – all of above and appropriate alignment and		1

	consistency of text. Sensible capitalisation of address details.		
			9
WP2	For first four marks allow with or without colon. Must have at least one space after any colon before the data for marks. May include designations as given for Joe and Max – must have at least initial caps for designations.		
	<div style="border: 1px solid blue; padding: 10px; text-align: center;"> <p>MEMO</p> <p>To: Max Smarts From: Joe McCrae Re: Alex Harraway's Invitation to Kidz Club Anniversary Party Date: 12 January 2009</p> <p>I have sent a letter to Alex Harraway to invite him to the party for the Kidz Club Anniversary on Saturday 2 May.</p> </div>		
1	To: Max or Max Smarts. Ignore spelling and capitalisation	1	
2	From: Joe or Joe McCrae Correct spelling of name and capitalisation as given.	1	
3	Date: 12 to 16 January 2009 Anywhere on page: must include label "Date" Sensible date format for UK business. Allow inclusion of correct day. Year is not necessary.	1	
4	Re: or Subject: Alex's Invitation (or similar appropriate) Anywhere above message: must include "Re", "RE" or "Subject" (not "Ref" or "Title"). Sensible caps.	1	
5	Sensible message including Alex, Harraway, Saturday 2 May and Party (if not included in the subject line) Correct punctuation and accurate spelling.	1	
6	To and From as first items in either order on one or two lines above message and date.	1	
7	Fitness for purpose (must gain first 5 marks) and have consistent layout. No word art. Do not allow Dear/complimentary close/unnecessary text/etc but ignore "Max" above message and/or "Joe" below. Fitness for purpose mark not given if colons not used for labels.	1	
			7
	Total for Activity 1: 16 marks		

Activity 2: Spreadsheet Software

SP1

	A	B	C
1	KIDZ CLUB TICKETS		
2			
3	Name	Tickets to sell	Number sold
4	Barbara	50	18
5	Grace	60	22
6	Ian	80	27
7	Paul	40	12

1 Heading KIDZ CLUB TICKETS – spelling and all caps as given

1

2 Heading in cell A1

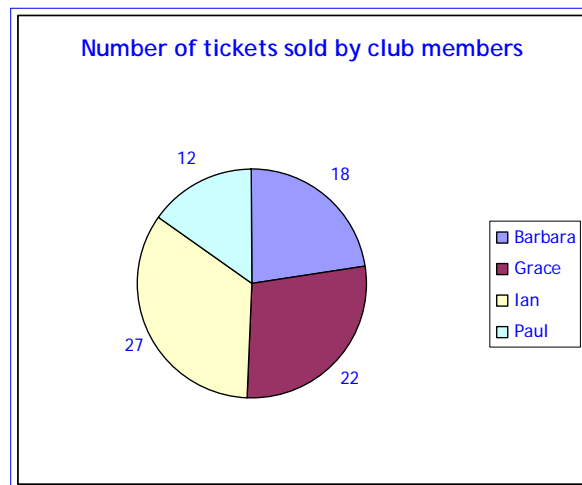
1

3 Heading formatted 16pt and bold

1

3

SP2



1 Correct pie chart – i.e. column C data, 4 segments only

1

2 Suitable title including tickets sold, sensible capitalisation.

1

3 Correct legend with correct spellings for Club members

1

4 Correct data labels for segments

1

5 Distinguishable patterns/colours for the four segments

1

6 Fit for purpose, no unnecessary data included and big enough to read

1

6

SP3

	A	B	C
1	KIDZ CLUB TICKETS		
2			
3	Name	Tickets to sell	Number sold
4	Barbara	50	18
5	Grace	60	22
6	Ian	80	27
7	Khalid	65	27
8	Mahina	45	19
9	Paul	40	12

- 1 Two new rows inserted between Ian and Paul **1**
- 2 Correct entry of data for two new rows with no errors **2**
- 3 Only one data entry error **1**

3

SP4

	A	B	C	D
1	KIDZ CLUB TICKETS			
2				
3	Name	Tickets to sell	Number sold	Tickets unsold
4	Barbara	50	18	=B4-C4
5	Grace	60	22	=B5-C5
6	Ian	80	27	=B6-C6
7	Khalid	65	27	=B7-C7
8	Mahina	45	19	=B8-C8
9	Paul	40	12	=B9-C9
10				
11	Total	=SUM(B4:B9)	=SUM(C4:C9)	=SUM(D4:D9)

- 1 Label Tickets unsold as given in cell D3. Ignore formatting **1**
- 2 =B4 - C4 in cell D4 **2**
- 3 =SUM(B4-C4) or anything else using cell references that works **1**
- 4 Replication of formula down for other sales staff (D4 to D9 only) **1**
- 5 Label Total as given in cell A11 **1**
- 6 Label bold and size 14 **1**
- 7 =SUM(B4:B9) in cell B11
- 8 =B4+B5+B6+B7+B8+B9 or anything else that works using cell references in cell B11 **2**
- =SUM(B4:B9) in any other cell in column B **1**
- 9 Formula in B11 replicated to cells C11 and D11 **1**

9

SP5

First 3 marks can be awarded in data view

	A	B	C	D	E
1	KIDZ CLUB TICKETS			Ticket Price	5
2					
3	Name	Tickets to sell	Number sold	Tickets unsold	Income
4	Barbara	50	18	=B4-C4	=C4*\$E\$1
5	Grace	60	22	=B5-C5	=C5*\$E\$1
6	Ian	80	27	=B6-C6	=C6*\$E\$1
7	Khalid	65	27	=B7-C7	=C7*\$E\$1
8	Mahina	45	19	=B8-C8	=C8*\$E\$1
9	Paul	40	12	=B9-C9	=C9*\$E\$1
10					
11	Total	=SUM(B4:B9)	=SUM(C4:C9)	=SUM(D4:D9)	=SUM(E4:E9)

- 1 The correct value 5 entered in cell E1 **1**
- 2 Label Ticket price as given in a cell adjacent to E1 (D1 or E2) **1**
- 3 Label Income as given entered into the cell E3. Ignore bold. **1**
- 4 =C4*\$E\$1 or =C4*E\$1 entered in E4
- 5 =C4*E1 entered in E4 **2**
 Anything else that works using an absolute cell reference, e.g. use of SUM in E4 **1**
- 6 Formula in cell E4 replicated down for other sales staff (E4 to E9) **1**
- 7 =SUM(E4:E9) in cell E11 **1**

7

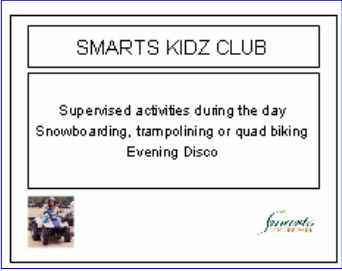
SP6

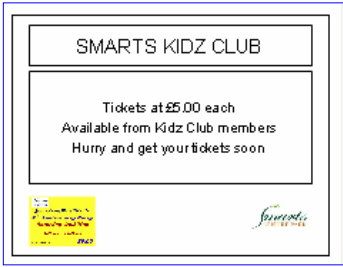

	A	B	C	D	E
1	KIDZ CLUB TICKETS			Ticket Price	£4.40
2					
3	Name	Tickets to sell	Number sold	Tickets unsold	Income
4	Barbara	50	18	32	£79.20
5	Grace	60	22	38	£96.80
6	Ian	80	27	53	£118.80
7	Khalid	65	27	38	£118.80
8	Mahina	45	19	26	£83.60
9	Paul	40	12	28	£52.80
10					
11	Total	340	125	215	£550.00

- 1 Values in column E formatted to 2 decimal places and currency (i.e. with £ sign) **1**
- 2 Value in cell E1 £4.40 **1**
- 3 Sheet printed in data view with no truncation **1**

3

Total for Activity 2: 31 marks

	Activity 3 – Presentation software		
MM1	Looking at slide 2		
			
1	Attempt at correct title (ignore layout, spelling and capitals)	1	
2	Correct text imported (may include sub-heading) Supervised activities during the day Snowboarding, trampolining or quad biking Evening Disco correct capitalisation.	1	
3	One suitable clipart or graphic from GRAPHICS file (Quad bike, trampoline, party, Kidz club logo, ticket). Ignore proportions and size and position.	1	
4	Smarts logo imported (ignore proportions and position and size)	1	
			4

MM2	Looking at slide 3		
			
1	Text of title of slide 3 consistent with slide 1 or slide 2, including spelling and capitalisation	1	
2	Correct text imported Tickets at £5.00 each Available from Kidz Club members Hurry and get your tickets soon – no sub-heading (text for slide 3) correct capitalisation	1	
3	One suitable graphic from GRAPHICS file (Quad bike, trampoline, party, Kidz club logo, ticket) – suitable size (not more than ¼ slide and not less than logo if present) and proportions retained. Must be in bottom left quadrant. May be same graphic as slide 2	1	
4	Logo imported and proportions retained (size similar to slide 1)	1	
			4
MM3	Looking at all 3 slides If only 2 slides present cannot award the last 3 marks		
			
1	Layout of all slides correctly matches storyboard (ignore boxes if consistent)	1	
2	All slides plain white background	1	
3	Suitable font and style (ignore font size) on either slide 2 or 3	1	
4	Consistent font and style (ignore font size) over all 3 slides	1	
5	All 3 slides – same size – two to a page	1	
6	All previous marks for activity 3. Overall fitness for purpose. No inappropriate text wrapping. No sub heading on slide 2. Penalise if bullet points on slides 2 or 3.	1	
			6
	Total for Activity 3: 14 marks		

Activity 4: Database software

DB1

KidzID	LName	FName	Gender	DOB	Area	Activity
31	McEnery	Simon	M	17/06/1990	PORTSWOOD	S
22	Smith	Shaun	M	19/06/1990	PORTSWOOD	Q
12	Davis	Jo	F	03/08/1990	PORTSWOOD	Q
16	Paine	Noah	M	17/08/1990	WESTON	Q
24	Brean	Sally	F	31/08/1990	WESTON	T
2	Nicholls	Jonathan	M	23/02/1991	LORDSHILL	T
14	Finch	Alex	M	16/03/1991	WESTON	T
30	Peters	Lorna	F	03/10/1991	WOOLSTON	T
4	Parker	Elizabeth	F	22/11/1991	PORTSWOOD	T
18	Boil	Chris	M	18/05/1992	WESTON	S
28	Murray	James	M	07/06/1992	LORDSHILL	Q
5	Lockyer	Rose	F	14/06/1992	WESTON	Q
8	Renard	Pierre	M	22/01/1993	PORTSWOOD	T
27	Jones	Mark	M	13/08/1993	WESTON	Q
13	Gold	Stuart	M	14/10/1993	BITTERNE	T
15	Leggett	Jill	F	11/11/1993	LORDSHILL	T
21	Drake	Emily	F	03/03/1994	LORDSHILL	Q
9	Stomp	Emma	F	18/03/1994	PORTSWOOD	S
17	Drew	Connor	M	04/04/1994	WOOLSTON	S
6	Svensson	Anna	F	08/07/1994	WOOLSTON	Q
29	Ellis	Kate	F	15/12/1994	WESTON	S
7	Svensson	Sofia	F	31/12/1994	BITTERNE	T
11	White	Julie	F	13/01/1995	WOOLSTON	Q
10	Banks	Nicholas	M	07/02/1995	WESTON	S
25	Grant	Rebecca	F	14/02/1995	PORTSWOOD	S
19	Cray	Matthew	M	08/03/1995	BITTERNE	T
1	Bancroft	Edward	M	16/03/1995	BITTERNE	S

1
2

New record entered correctly as given
One data entry error

2
1

3

All 31 (30 if new record not added) records sorted in order of date of birth. All 7 fields shown

1

4

Records sorted in ascending order of date of birth (at least 5 records showing and at least fields LName and DOB)

1

4

DB2

Must be the results of a search on KIDZ table

KidzID	LName	FName	Gender	DOB	Area	Activity
5	Lockyer	Rose	F	14/06/1992	WESTON	Q
10	Banks	Nicholas	M	07/02/1995	WESTON	S
14	Finch	Alex	M	16/03/1991	WESTON	T
16	Paine	Noah	M	17/08/1990	WESTON	Q
18	Boil	Chris	M	18/05/1992	WESTON	S
24	Brean	Sally	F	31/08/1990	WESTON	T
27	Jones	Mark	M	13/08/1993	WESTON	Q
29	Ellis	Kate	F	15/12/1994	WESTON	S

1 Correct 8 records

1

2 Correct 7 fields only

1

2

DB3

FName	LName	Gender	DOB	Activity
Anna	Svensson	F	08/07/1994	Q
Julie	White	F	13/01/1995	Q
Emily	Drake	F	03/03/1994	Q
Mark	Jones	M	13/08/1993	Q

FName	LName	Gender	DOB	Activity
Edward	Bancroft	M	16/03/1995	S
Anna	Svensson	F	08/07/1994	Q
Emma	Stomp	F	18/03/1994	S
Nicholas	Banks	M	07/02/1995	S
Julie	White	F	13/01/1995	Q
Stuart	Gold	M	14/10/1993	T
Jill	Leggett	F	11/11/1993	T
Connor	Drew	M	04/04/1994	S
Matthew	Cray	M	08/03/1995	T
Emily	Drake	F	03/03/1994	Q
Rebecca	Grant	F	14/02/1995	S
Mark	Jones	M	13/08/1993	Q
Kate	Ellis	F	15/12/1994	S
Sofia	Svensson	F	31/12/1994	T

FName	LName	Gender	DOB	Activity
Rose	Lockyer	F	14/06/1992	Q
Anna	Svensson	F	08/07/1994	Q
Julie	White	F	13/01/1995	Q
Jo	Davis	F	03/08/1990	Q
Noah	Paine	M	17/08/1990	Q
Emily	Drake	F	03/03/1994	Q
Shaun	Smith	M	19/06/1990	Q
Mark	Jones	M	13/08/1993	Q
James	Murray	M	07/06/1992	Q

Correct response

Activity only

Date only

1 Correct 4 records (Q and DOB > 2 May 93)
 2 Correct 9 records ("Q" only)
 Correct 14 records (DOB > 2 May 93 only)

2

1

1

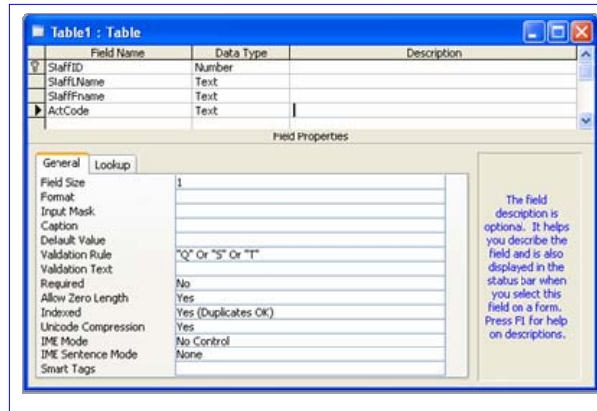
3 Correct 5 fields correct order
 4 Correct 5 fields any order

2

1

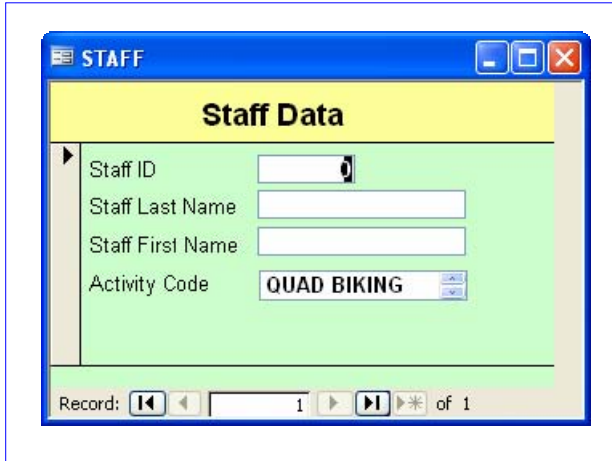
4

DB4



1	Screen shot of STAFF table design	1	
2	Field names entered correctly as given. Accept either StaffName or StaffFname	1	
3	StaffID marked as primary key	1	
4	Data types correct	1	
5	Validation rule entered as given in correct location	1	
6	Field size for ActCode set to 1	1	
			6

DB5



1 Screen shot of whole of form showing all 4 data entry fields only. May be in design view.

1

For the following customisation marks accept each form of customisation only once.
For customisation of field names accept any one sensible of StaffID, StaffLName, StaffFName and ActCode

2 Clear attempt to customise form to meet needs of user (not aesthetic changes eg colour)
eg
Suitable title in form header or as text field on form - must include Staff. Do NOT accept STAFFFORM
sensible customised field name (any one, see above)
sensible customised length for at least one entry box

1

3 Clear attempt to customise form to meet needs of user (not aesthetic changes eg colour)
eg
Suitable title in form header or as text field on form - must include Staff. Do NOT accept STAFFFORM
customised field name (any one, see above)
sensible customised length for at least one entry box

1

4 Easy to use – eg drop down menu, help messages

1

4

DB6

StaffID	StaffLName	StaffFname	ActCode
2	CAPTURE	Mark	Q
7	ACHEBE	Chinedu	T
9	BARROW	Si	S

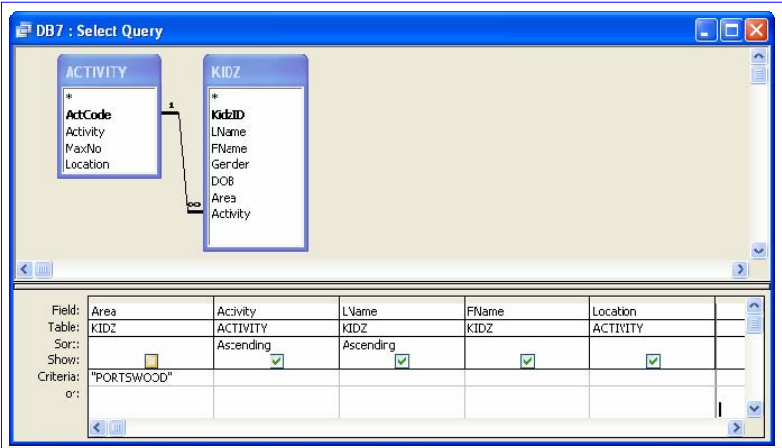
1 Data entry as given
2 Data entry with only one data entry error

2
1

2

DB7

Must be design view for first four marks.



1	Screen shot of query design showing required criteria and sorting. Minimum of Area, Activity and LName fields.	1	
2	Query design shows search criterion PORTSWOOD in Area	1	
3	Query design shows only Activity, LName, FName and Location fields to be printed in correct order. (May include other fields but not to be printed.)	2	
4	Query design shows Activity, LName, FName and Location fields to be printed in any order. (May include other fields not to be printed.)	1	
	Query design shows Activity, LName, FName and Location fields to be printed in correct order but includes Area field to be printed.	1	
5	Query shows primary sort ascending on Activity	1	
6	Query shows secondary sort ascending on LName	1	
			6
Total for Activity 4: 28 marks			

Activity 5: Word Processing/DTP software

DP1

Report for Max Smarts

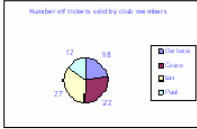
KIDZ CLUB FIFTH ANNIVERSARY

Arrangements for Kids Club Anniversary

The anniversary party will take place on Saturday 2 May 2009. The party will start at 1.30 pm and finish at 10.30 pm. During the afternoon there will be a choice of activities which includes quad biking, snowboarding and hang-gliding. These activities will be supervised by an expert staff.

Ticket sales

So far four of the 104 club members have sold a total of 79 tickets. The chart shows how many tickets each of the four has sold. You will see from this that Ian has sold the most and Paul has sold the least.



Smarts Bus

We will need to make use of the Smarts bus for the transport of people from the Wickin area of Southampton since there is no public transport from that region to the park. The bus will be required at 12.30 pm to bring the members to the park and again at 10.30 pm to return them to Wickin. The following table below lists the members who have bought tickets for the anniversary party.

ID No.	Name	Female	Gender	DOB	Area	Age
5	Lochyn	Rosa	F	14/06/1992	WICKIN	0
10	Banks	Michael	M	07/02/1995	WICKIN	5
14	Finch	Alex	M	16/03/1991	WICKIN	17
16	Palme	Keah	M	17/08/1990	WICKIN	0
18	Ball	Chris	M	18/05/1992	WICKIN	5
24	Stark	Sally	F	31/08/1990	WICKIN	17
27	Jones	Mark	M	13/08/1993	WICKIN	0
30	Billr	Isla	F	15/12/1994	WICKIN	0

School Presentations

There have been four presentations from local schools and have received agreement to allow me to add a presentation about the anniversary party weekend. These produced a slide show to present to the members giving details of the activities.

Anne Candidate 1234 98765

1	Report for Max Smarts entered as given ignore italics, alignment and size	1
2	Header text formatted italics and right aligned	1
3	KIDZ CLUB FIFTH ANNIVERSARY Title entered as given, centred and bold	1
4	Text copied from text file TEXT – any extra text must be spell checked and make sense in context	1
5	Headings, subheading and body text in decreasing order of size (16,14,10)	1
6	Candidate's SP2 pasted into the document. Allow if graph now shows six segments, No screen shots.	1
7	SP2 pasted into appropriate location and of suitable size (i.e. text readable)	1
8	Candidate's DB2 pasted into the document. No screen shots.	1
9	DB2 pasted into appropriate location and of suitable size (i.e. text readable)	1
10	Consistent suitable layout	1
11	Fit for purpose – all of above and no word art. Consistent font used.	1
		11
	Total for Activity 4: 11 marks	
	Total for paper 100	

