

Mark Scheme (Results)

June 2010

GCSE

Applied Information and Communication
Technology

Double Award (5331/01)

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Summer 2010

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General Marking Guidance


- All candidates must receive the same treatment. Examiners must mark the first candidate in exactly the same way as they mark the last.
- Mark schemes should be applied positively. Candidates must be rewarded for what they have shown they can do rather than penalised for omissions.
- Examiners should mark according to the mark scheme not according to their perception of where the grade boundaries may lie.
- There is no ceiling on achievement. All marks on the mark scheme should be used appropriately.
- All the marks on the mark scheme are designed to be awarded. Examiners should always award full marks if deserved, i.e. if the answer matches the mark scheme. Examiners should also be prepared to award zero marks if the candidate's response is not worthy of credit according to the mark scheme.
- Where some judgement is required, mark schemes will provide the principles by which marks will be awarded and exemplification may be limited.
- When examiners are in doubt regarding the application of the mark scheme to a candidate's response, the team leader must be consulted.
- Crossed out work should be marked UNLESS the candidate has replaced it with an alternative response.

5331 - Mark Scheme, June 2010

Printout Label	ANSWER	POSS MARK	MAX
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Activity 1 - Using word processing software

WP1



Mr P O'Brien
Principal
Drogheda Academy
Ballynahinch Road
Drogheda
Co Louth
IRELAND

20 May 2010

Dear Mr O'Brien

Re: CELEBRATION WEEKEND

Thank you for making a booking for a group of your students to attend Smarts Leisure Park as part of the Smarts School Leavers Celebration Weekend, Friday 2 July to Sunday 4 July 2010. I am sure they are really looking forward to meeting students from other schools in an exciting weekend to celebrate the end of their examinations. We would like groups to arrive by 5.30 p.m. on Friday 2 July.

After arrival and settling in to the SmartApartments apartments, the weekend will kick off with a "GETTING TO KNOW YOU" session in the Teenz Club Barn. The Barn has been recently refurbished to provide excellent facilities for young people.

During the weekend the students will have the opportunity to explore the facilities of Smarts Leisure Park whilst socialising and unwinding with others of their own age. Facilities include canoeing, karting, quad biking, trampolining, archery, snowboarding, fishing, swimming and use of the fitness centre.

On the Saturday evening there will be a Celebration Dinner in the Onion Restaurant followed by a fancy dress party in the Teenz Club Barn. Smarts Travel Club has donated a fantastic prize to be given to the winner of the fancy dress competition which is on the theme of "Hollywood". The winner will be given a family ticket to spend a weekend in London to visit a musical show of their own choice. I am sure that you will find your students will need little encouragement to enter this great competition.

Yours sincerely

Callin Donavan
Manager of Smarts Leisure Park

Little Stanley Nr Southampton SP92 6JX
Tel: 01844 5463222 Fax: 01844 5463221
www.smartleisure.co.uk

	1	Use of template as given	1	
	2	17 to 21 May 2010. Allow Day if correct. Must have year. Acceptable UK format - do not accept "may". Allow lower case th or st	1	
	3	Date at top of page below letterhead but above greeting if present. Date above or below address - at least one blank line above and below date if similar alignment. Left or right aligned.	1	
	4	Address entered as given - no errors. Accept Ireland. Address entered with one error in spelling or errors in capitalisation	2	
	5		1	
	6	Address entered left aligned and between horizontal lines, above greeting or below sender's details if present. Appropriate address layout.	1	
	7	Suitable greeting line. Dear Mr O'Brien or Dear Sir Do not accept Dear Mr P O'Brien (allow F/T if consistent with spelling in address)	1	
	8	Suitable subject line - may start with Re. or RE. not Subject or Title. Accept if missing apostrophes. With or without colon. Must include Celebration Weekend. Appropriate capitalisation and spelling.	1	
	9	Subject line in position below greeting and above letter text - left	1	

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Printout Label	ANSWER	POSS MARK	MAX
	aligned or centred, with suitable line spacing		
	¹⁰ All text copied accurately only from correct data file. Extra text must be sensible and spellchecked.	1	
	¹¹ Correct complimentary close for greeting Dear Mr O'Brien - Yours sincerely Dear Sir - Yours faithfully After body text and above name. Check spelling	1	
	¹² Caitlin Donavon (-) Manager (of) Smarts Leisure (Park) on one or two lines - below close.	1	
	¹³ All text fully justified.	1	
	¹⁴ All text consistent font and size - must have at least some body text and one of address, date, greeting, subject and sender's details	1	
	¹⁵ Fitness for purpose - all of above and including sufficient space for Caitlin's signature between the closure and the name. Subject must have correct use of apostrophes. No full stop on subject. Suitable font and size and consistent use of commas on address.	1	
			15
Total for Activity 1: 15 marks			

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Printout Label	ANSWER	POSS MARK	MAX
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Activity 2 - Using database software

DB1

STUDENTS								
ID	FName	LName	Gender	SchName	DoB	ApartRef	SatAct	SunAct
15	Matthew	ARCHER	M	Ballantrae High	05/05/1994	ST20	CAN	KAR
20	Libby	BRINDLE	F	Dun Laoghaire High	31/05/1994	ST17	ARC	KAR
30	Tamara	BURDETT	F	Keithley High	01/11/1993	ST08	FIS	SNO
17	Jordan	COTTERSHAW	M	Crofton College	10/11/1993	ST10	SNO	SNO
4	Stephen	CROUCH	M	Crofton College	30/11/1993	ST10	ARC	SNO
10	Matthew	FISHER	M	Drogheda Academy	10/12/1993	ST22	TRA	KAR
12	Daniel	FLYNN	M	Dun Laoghaire High	11/08/1994	ST21	TRA	FIT
31	Kyle	GREAVES	M	Crofton College	29/09/1993	ST22	FIT	TRA
3	Sam	GRICE	F	Ballantrae High	19/01/1994	ST13	FIS	ARC
24	Peter	HARPER	M	Raines High	23/11/1993	ST12	SWI	QUA
29	Elizabeth	HEATHCOTE	F	Crofton College	21/11/1993	PR03	QUA	SNO
27	James	HOLMES	M	Raines High	03/08/1994	ST05	SWI	FIS
22	Michael	LEONARD	M	Keithley High	24/02/1994	ST25	TRA	CAN
5	Shannon	LISTER	F	Trentside College	25/03/1994	ST08	SNO	FIS
16	Katie	LONGDON	F	Trentside College	02/11/1993	ST24	CAN	ARC
21	Melissa	MALLAGHAN	F	Crofton College	18/05/1994	ST11	FIS	ARC
32	Alisha	McDONALD	F	Edinburgh Grammar	07/02/1994	PR01	CAN	KAR
9	Paige	McMASTERSON	F	Dun Laoghaire High	15/04/1994	ST16	SNO	KAR
23	Charlie	MOORLEY	F	Dun Laoghaire High	26/11/1993	ST16	CAN	SNO
18	Callum	NEWBY	M	Trentside College	30/09/1993	ST14	FIT	TRA
8	Alex	OXLEY	F	Ballantrae High	20/03/1994	ST11	FIS	SWI
28	Georgia	PASHLEY	F	Drogheda Academy	30/04/1994	ST17	CAN	QUA
26	Jessica	PERCIVAL	F	Edinburgh Grammar	01/04/1994	ST11	SWI	FIT
6	Harry	PIETERSE	M	Trentside College	01/04/1994	ST21	QUA	FIT
13	Caley	RICHARDSON	M	Edinburgh Grammar	16/11/1993	PR01	FIS	QUA
19	Alex	RINGROSE	M	Tavistock Academy	11/07/1994	ST23	KAR	FIS
2	Ebony	SHERRITT	F	Edinburgh Grammar	12/02/1994	ST24	CAN	QUA
25	Ashley	TURNER	M	Edinburgh Grammar	20/12/1993	ST18	QUA	KAR
14	Naomi	WHITTINGHAM	F	Dun Laoghaire High	26/10/1993	ST09	KAR	FIS
11	Katie	WILSON	F	Ballantrae High	08/10/1993	ST09	ARC	FIT

	1	Record inserted with no errors	2	
	2	Record inserted with one field error	1	
	3	Record for Connor Wilkinson deleted	1	
	4	All 30 records sorted in order of LName. All 9 fields visible (may be 29 or 31 records depending on addition and/or deletion carried out)	1	
	5	Records sorted in ascending order of LName. At least fields LName, FName, SchName and DoB and 6 records visible	1	
				5

DB2

Must be the results of a search/query on the STUDENTS table.

Query1								
ID	FName	LName	Gender	SchName	DoB	ApartRef	SatAct	SunAct
3	Sam	GRICE	F	Ballantrae High	19/01/1994	ST13	FIS	ARC
8	Alex	OXLEY	F	Ballantrae High	20/03/1994	ST11	FIS	SWI
13	Caley	RICHARDSON	M	Edinburgh Grammar	16/11/1993	PR01	FIS	QUA
21	Melissa	MALLAGHAN	F	Crofton College	18/05/1994	ST11	FIS	ARC
30	Tamara	BURDETT	F	Keithley High	01/11/1993	ST08	FIS	SNO

	1	Correct 5 records only - at least LName and SatAct visible	1	
	2	Correct 9 fields only - must be from a search (not all records)	1	
				2

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DB3	Must be a report produced from database software - no credit for any other response. Credit can be awarded for screenshots where evidence matches the mark scheme.																										
<div style="border: 1px solid black; padding: 10px; margin: 0 auto; width: 80%;"> <p style="text-align: center; color: blue; font-weight: bold; margin: 0;"><i>Students who chose fishing on Saturday</i></p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 5px 0;"> <thead> <tr> <th style="text-align: center;"><i>Date of Birth</i></th> <th style="text-align: center;"><i>First Name</i></th> <th style="text-align: center;"><i>Last Name</i></th> <th style="text-align: center;"><i>School Name</i></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">01/11/1993</td> <td style="text-align: center;">Tamara</td> <td style="text-align: center;">BURDETT</td> <td style="text-align: center;">Keithley High</td> </tr> <tr> <td style="text-align: center;">16/11/1993</td> <td style="text-align: center;">Caley</td> <td style="text-align: center;">RICHARDSON</td> <td style="text-align: center;">Edinburgh Grammar</td> </tr> <tr> <td style="text-align: center;">19/01/1994</td> <td style="text-align: center;">Sam</td> <td style="text-align: center;">GRICE</td> <td style="text-align: center;">Ballantrae High</td> </tr> <tr> <td style="text-align: center;">20/03/1994</td> <td style="text-align: center;">Alex</td> <td style="text-align: center;">OXLEY</td> <td style="text-align: center;">Ballantrae High</td> </tr> <tr> <td style="text-align: center;">18/05/1994</td> <td style="text-align: center;">Melissa</td> <td style="text-align: center;">MALLAGHAN</td> <td style="text-align: center;">Crofton College</td> </tr> </tbody> </table> </div>				<i>Date of Birth</i>	<i>First Name</i>	<i>Last Name</i>	<i>School Name</i>	01/11/1993	Tamara	BURDETT	Keithley High	16/11/1993	Caley	RICHARDSON	Edinburgh Grammar	19/01/1994	Sam	GRICE	Ballantrae High	20/03/1994	Alex	OXLEY	Ballantrae High	18/05/1994	Melissa	MALLAGHAN	Crofton College
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18/05/1994	Melissa	MALLAGHAN	Crofton College																								
	1 Suitable title (ignore Task Name, DB3) including fishing and Saturday. Sensible capitalisation. No full stop	1																									
	2 Correct 5 records only. (allow f/t from DB2 only if not all 30 records shown)	1																									
	3 LName, FName, SchName, and DoB fields only (any order)	1																									
	4 Records sorted in order of DoB	1																									
	5 Sensible customisation for at least one of the field names	1																									
	6 Candidate name, candidate number and centre number in footer area at bottom of the page using database software	1																									
	7 Report printed in portrait on one A4 sheet. No truncation and lines extend appropriately. (Do not accept a screen shot)	1																									
			7																								

DB4	Must be the results of a search/query on the STUDENTS table For first 3 marks must have at least LName and DoB fields																										
<div style="border: 1px solid black; padding: 5px; margin: 0 auto; width: 80%;"> <p style="text-align: center; font-weight: bold; margin: 0;">Boys born on or after 1 April 1994</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 0;"> <thead> <tr> <th style="text-align: center;">LName</th> <th style="text-align: center;">FName</th> <th style="text-align: center;">DoB</th> <th style="text-align: center;">SchName</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">PIETERSE</td> <td style="text-align: center;">Harry</td> <td style="text-align: center;">01/04/1994</td> <td style="text-align: center;">Trentside College</td> </tr> <tr> <td style="text-align: center;">FLYNN</td> <td style="text-align: center;">Daniel</td> <td style="text-align: center;">11/08/1994</td> <td style="text-align: center;">Dun Laoghaire High</td> </tr> <tr> <td style="text-align: center;">ARCHER</td> <td style="text-align: center;">Matthew</td> <td style="text-align: center;">05/05/1994</td> <td style="text-align: center;">Ballantrae High</td> </tr> <tr> <td style="text-align: center;">RINGROSE</td> <td style="text-align: center;">Alex</td> <td style="text-align: center;">11/07/1994</td> <td style="text-align: center;">Tavistock Academy</td> </tr> <tr> <td style="text-align: center;">HOLMES</td> <td style="text-align: center;">James</td> <td style="text-align: center;">03/08/1994</td> <td style="text-align: center;">Raines High</td> </tr> </tbody> </table> </div>				LName	FName	DoB	SchName	PIETERSE	Harry	01/04/1994	Trentside College	FLYNN	Daniel	11/08/1994	Dun Laoghaire High	ARCHER	Matthew	05/05/1994	Ballantrae High	RINGROSE	Alex	11/07/1994	Tavistock Academy	HOLMES	James	03/08/1994	Raines High
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HOLMES	James	03/08/1994	Raines High																								
	1 5 records (correct answer)	3																									
	2 4 records (boys born after 1 April)	2																									
	3 10 records (students born on or after 1 April)	2																									
	1 (boy born on 1 April)	2																									
	14 records (boys only - 15 if Connor was not deleted)	1																									
	8 records (students born after 1 April)	1																									
	2 records (students born on 1 April)	1																									
	4 LName, FName, DoB and SchName only in any order	1																									
	5 LName, FName, DoB and SchName fields only in correct order	1																									
			5																								

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DB5	<p>Must be the results of a search/query on the STUDENTS and APARTMENTS tables. Must have at least ApartName and one field from STUDENTS table for any marks. Do NOT award mark for secondary sort unless primary sort on SchName is present</p>																																																																	
<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="7">DB5 Snowboarders</th> </tr> <tr> <th>SchName</th> <th>ApartName</th> <th>FName</th> <th>LName</th> <th>DoB</th> <th>SatAct</th> <th>SunAct</th> </tr> </thead> <tbody> <tr> <td>Crofton College</td> <td>Oak 1</td> <td>Jordan</td> <td>COTTERSHAWE</td> <td>10/11/1993</td> <td>SNO</td> <td>SNO</td> </tr> <tr> <td>Crofton College</td> <td>Oak 1</td> <td>Stephen</td> <td>CROUCH</td> <td>30/11/1993</td> <td>ARC</td> <td>SNO</td> </tr> <tr> <td>Crofton College</td> <td>Finch</td> <td>Elizabeth</td> <td>HEATHCOTE</td> <td>21/11/1993</td> <td>QUA</td> <td>SNO</td> </tr> <tr> <td>Dun Laoghaire High</td> <td>Elm 1</td> <td>Paige</td> <td>McMASTERTSON</td> <td>15/04/1994</td> <td>SNO</td> <td>KAR</td> </tr> <tr> <td>Dun Laoghaire High</td> <td>Elm 1</td> <td>Charlie</td> <td>MOORLEY</td> <td>26/11/1993</td> <td>CAN</td> <td>SNO</td> </tr> <tr> <td>Keithley High</td> <td>Pine 3</td> <td>Tamara</td> <td>BURDETT</td> <td>01/11/1993</td> <td>FIS</td> <td>SNO</td> </tr> <tr> <td>Trentside College</td> <td>Pine 3</td> <td>Shannon</td> <td>LISTER</td> <td>25/03/1994</td> <td>SNO</td> <td>FIS</td> </tr> </tbody> </table>				DB5 Snowboarders							SchName	ApartName	FName	LName	DoB	SatAct	SunAct	Crofton College	Oak 1	Jordan	COTTERSHAWE	10/11/1993	SNO	SNO	Crofton College	Oak 1	Stephen	CROUCH	30/11/1993	ARC	SNO	Crofton College	Finch	Elizabeth	HEATHCOTE	21/11/1993	QUA	SNO	Dun Laoghaire High	Elm 1	Paige	McMASTERTSON	15/04/1994	SNO	KAR	Dun Laoghaire High	Elm 1	Charlie	MOORLEY	26/11/1993	CAN	SNO	Keithley High	Pine 3	Tamara	BURDETT	01/11/1993	FIS	SNO	Trentside College	Pine 3	Shannon	LISTER	25/03/1994	SNO	FIS
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	¹ Correct 7 records ² 5 records SNO for SunAct 3 records SNO for SatAct	2 1 1																																																																
	³ Primary sort in <u>ascending</u> order on SchName field. Must be at least 2 schools.	1																																																																
	⁴ Secondary sort in <u>ascending</u> order on LName field. Must be at least 2 records from the same school to award the mark. Do not award mark unless mark awarded for primary sort (mpt 3)	1																																																																
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<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5"><i>Students who have chosen Snowboarding</i></th> </tr> <tr> <th><i>First Name</i></th> <th><i>Last Name</i></th> <th><i>Date of Birth</i></th> <th><i>School Name</i></th> <th><i>Apartment Name</i></th> </tr> </thead> <tbody> <tr> <td>Jordan</td> <td>COTTERSHAWE</td> <td>10/11/1993</td> <td>Crofton College</td> <td>Oak 1</td> </tr> <tr> <td>Stephen</td> <td>CROUCH</td> <td>30/11/1993</td> <td>Crofton College</td> <td>Oak 1</td> </tr> <tr> <td>Elizabeth</td> <td>HEATHCOTE</td> <td>21/11/1993</td> <td>Crofton College</td> <td>Finch</td> </tr> <tr> <td>Paige</td> <td>McMASTERTSON</td> <td>15/04/1994</td> <td>Dun Laoghaire High</td> <td>Elm 1</td> </tr> <tr> <td>Charlie</td> <td>MOORLEY</td> <td>26/11/1993</td> <td>Dun Laoghaire High</td> <td>Elm 1</td> </tr> <tr> <td>Tamara</td> <td>BURDETT</td> <td>01/11/1993</td> <td>Keithley High</td> <td>Pine 3</td> </tr> <tr> <td>Shannon</td> <td>LISTER</td> <td>25/03/1994</td> <td>Trentside College</td> <td>Pine 3</td> </tr> </tbody> </table>				<i>Students who have chosen Snowboarding</i>					<i>First Name</i>	<i>Last Name</i>	<i>Date of Birth</i>	<i>School Name</i>	<i>Apartment Name</i>	Jordan	COTTERSHAWE	10/11/1993	Crofton College	Oak 1	Stephen	CROUCH	30/11/1993	Crofton College	Oak 1	Elizabeth	HEATHCOTE	21/11/1993	Crofton College	Finch	Paige	McMASTERTSON	15/04/1994	Dun Laoghaire High	Elm 1	Charlie	MOORLEY	26/11/1993	Dun Laoghaire High	Elm 1	Tamara	BURDETT	01/11/1993	Keithley High	Pine 3	Shannon	LISTER	25/03/1994	Trentside College	Pine 3
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	¹ Suitable title including snowboarding Sensible capitalisation. No full stop.	1																																														
	² Correct 7 records only (allow follow through from DB5 only if ApartName and one field from STUDENTS table present)	1																																														
	³ Fields FName, LName, DoB, SchName and ApartName only in this order	1																																														

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	4	Suitable customisation of all 5 field names	1	
	5	Landscape orientation on one A4 sheet	1	
	6	Fit for purpose including sensible distribution of fields and layout. Lines must extend to end of records and labels. Must have correct 7 records for mark	1	
				6
Total for Activity 2: 30 marks				

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Activity 3 - Using presentation software


MM1	Looking at slide 3		
			
	¹ Sensible title including Friday or "today" / "tonight" or weekend. Consistent capitalisation. Correct spelling and grammar.	1	
	² Text copied as given (spelling and capitals). Does not include sub-headings unless Friday is not in title. (Ignore capitalisation of "D" of down).	1	
	³ Suitable graphic inserted on slide. Can be one of Anders, Caitlin, Restaurant, Party	1	
	⁴ Correct logo inserted - consistent is size and location with logo on slides 1 and 2	1	
			4

MM2	Looking at slide 4		
			
	¹ Sensible title including Saturday/Tomorrow. Allow same appropriate title as slide 3 (i.e. weekend). Allow follow through grammar.	1	
	² Text copied as given (spelling and capitals). Does not include sub-headings except if Saturday/Tomorrow does not appear in title	1	
	³ Activities consistently indented - do not accept centring of all text on slide.	1	
	⁴ Suitable graphic inserted - position, size and proportions suitable. One of canoes, karting, trampoline, party, quadbikes, archery	1	
			4

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MM3	Looking at Slide 5		
			
	¹ Suitable title including Sunday. Allow follow through.	1	
	² Text copied as given (spelling and capitals). Does not include sub-headings except if Sunday is not in title	1	
	³ Activities rearranged in correct order of time	1	
	⁴ Suitable graphic (archery, canoes, karting, quadbikes, trampoline, restaurant) inserted - position, size and proportions suitable.	1	
			4

MM4	Looking at slides printed		
			
	¹ Slides printed two to a page showing borders.	1	
	² Consistency of font and style on slides 3, 4 and 5	1	
			2
Total for Activity 3: 14 marks			

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Activity 4 - Using spreadsheet software

SP1

CELEBRATION WEEKEND

<u>School</u>	<u>Boys</u>	<u>Girls</u>	
Ballantrae High	17	25	
Crofton College	27	17	
Keithley High	12	18	
Drogheda Academy	16	9	
Raines High	19	18	
Tavistock Academy	7	9	

1	Title entered as given in cell A1	1	
2	Title bold and enlarged	1	
3	Column headings bold and underlined	1	
			3

SP2

	A	B	C	D
1	CELEBRATION WEEKEND			
2				
3	<u>School</u>	<u>Boys</u>	<u>Girls</u>	<u>Students</u>
4	Ballantrae High	17	25	=B4+C4
5	Crofton College	27	17	=B5+C5
6	Keithley High	12	18	=B6+C6
7	Drogheda Academy	16	9	=B7+C7
8	Raines High	19	18	=B8+C8
9	Tavistock Academy	7	9	=B9+C9
10				
11	Total:			=SUM(D4:D9)

1	Students entered in cell D3 and Total: entered in cell A11 Ignore formatting	1	
2	=B4+C4 in cell D4	2	
3	=SUM(B4:C4) or =SUM(B4+C4) or other formula which works using cell references in cell D4	1	
4	Formula replicated down for all schools	1	
5	=SUM(D4:D9) in cell D11	2	
6	=D4+D5+D6+D7+D8+D9 in cell D11	1	
	=SUM(D4:D10) in cell D11	1	
	=SUM(D4:D9) in cell D10 or D12	1	
7	Printed in formula view, landscape with no truncation with gridlines and row and column headers	1	
			7

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SP3																																																																				
<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">A</th> <th style="text-align: center;">B</th> <th style="text-align: center;">C</th> <th style="text-align: center;">D</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td colspan="4" style="text-align: center;">CELEBRATION WEEKEND</td> </tr> <tr> <td style="text-align: center;">2</td> <td colspan="4"></td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">School</td> <td style="text-align: center;">Boys</td> <td style="text-align: center;">Girls</td> <td style="text-align: center;">Students</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Ballantrae High</td> <td style="text-align: center;">17</td> <td style="text-align: center;">25</td> <td style="text-align: center;">42</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Crofton College</td> <td style="text-align: center;">27</td> <td style="text-align: center;">17</td> <td style="text-align: center;">44</td> </tr> <tr> <td style="text-align: center;">6</td> <td>Keithley High</td> <td style="text-align: center;">12</td> <td style="text-align: center;">18</td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">7</td> <td>Drogheda Academy</td> <td style="text-align: center;">16</td> <td style="text-align: center;">9</td> <td style="text-align: center;">25</td> </tr> <tr> <td style="text-align: center;">8</td> <td>Maghull Grammar</td> <td style="text-align: center;">27</td> <td style="text-align: center;">19</td> <td style="text-align: center;">46</td> </tr> <tr> <td style="text-align: center;">9</td> <td>Raines High</td> <td style="text-align: center;">19</td> <td style="text-align: center;">18</td> <td style="text-align: center;">37</td> </tr> <tr> <td style="text-align: center;">10</td> <td>Tavistock Academy</td> <td style="text-align: center;">7</td> <td style="text-align: center;">9</td> <td style="text-align: center;">16</td> </tr> <tr> <td style="text-align: center;">11</td> <td colspan="4"></td> </tr> <tr> <td style="text-align: center;">12</td> <td>Total:</td> <td></td> <td></td> <td style="text-align: center;">240</td> </tr> </tbody> </table>					A	B	C	D	1	CELEBRATION WEEKEND				2					3	School	Boys	Girls	Students	4	Ballantrae High	17	25	42	5	Crofton College	27	17	44	6	Keithley High	12	18	30	7	Drogheda Academy	16	9	25	8	Maghull Grammar	27	19	46	9	Raines High	19	18	37	10	Tavistock Academy	7	9	16	11					12	Total:			240
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	1	New row inserted between rows 7 & 8 (Drogheda and Raines)	1																																																																	
	2	Data entered correctly Maghull Grammar 27 19	1																																																																	
	3	Total students for Maghull shows 46 and total students in cell D12 shows value 240. Must be data view for mark.	1																																																																	
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	2	33.5 entered in cell E1. (Accept £33.50 if data view presented)	1																																																																														
	3	=D4*\$E\$1 (or =D4*E\$1) entered in cell E4 =SUM(D4*\$E\$1) (or =SUM(D4*E\$1)) entered in cell E4 =D4*E1 entered in cell E4	2																																																																														
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SP5	<p>=IF(D4>30,E4*20%,0) is expected answer. Criteria MUST be correct for marks 3 and 4 to be awarded. Accept correct IF statement entered for any school. Must see row and column headers for marks 2, 5, 6, 7 and 8</p>		
-----	---	--	--

	A	F	G
1	CELEBRATION WEEKEND		
2			
3	School	Discount	Charge
4	Ballantrae High	=IF(D4>30,E4*20%,0)	=E4-F4
5	Crofton College	=IF(D5>30,E5*20%,0)	=E5-F5
6	Keithley High	=IF(D6>30,E6*20%,0)	=E6-F6
7	Drogheda Academy	=IF(D7>30,E7*20%,0)	=E7-F7
8	Maghull Grammar	=IF(D8>30,E8*20%,0)	=E8-F8
9	Raines High	=IF(D9>30,E9*20%,0)	=E9-F9
10	Tavistock Academy	=IF(D10>30,E10*20%,0)	=E10-F10
11			
12	Total		=SUM(G4:G10)

	1	1	
	Discount entered into F3 and Charge entered into G3. Ignore formatting		
	2	1	
	=IF(D4>30 or =IF(D4<=30 entered in F4		
	3	1	
	E4*20% (or E4*0.2 or E4*20/100) in correct location relative to correct criteria.		
	4	1	
	0 in correct location relative to correct criteria		
	5	1	
	=E4-F4 in cell G4. Do not accept =SUM(E4-F4) or similar alternatives		
	6	1	
	Formulae in columns F and G replicated for all schools		
	7	1	
	=SUM(G4:G10) entered in cell G12		
	8	1	
	Columns A, F and G only printed landscape on one A4 sheet. No truncation. Must show row and column headers and gridlines		
			8
Total for Activity 4: 26 marks			

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Activity 5 - Using desktop publishing/word processing software

DP1

ACTIVITIES	ITINERARY
<p>Canoeing Imagine yourself in a boat all by yourself travelling down the Amazon in white water rapids. Imagine the thrill, the spills, the danger, the excitement. Well we can't offer you the Amazon but we can teach you some of the basic skills of controlling a canoe.</p> <p>You will learn how to deal with capsizing and how to right the boat. You will be provided with all the necessary safety equipment. An ability to swim is advisable but not essential. We will end the session with some canoe races down our "White Water Rapids" course.</p> <p>Archery Have you ever fancied yourself as Robin Hood? Come along and learn the basics of archery. You will be taught how to string a long bow. You will be given a chance to shoot some arrows at targets at different distances. You may not end up being as good as Robin but you will appreciate the skills involved in archery.</p>  <p>Archery is a sport where both boys and girls can compete on equal terms. We have managed to obtain the services of a former Olympic archer. She has agreed to come and demonstrate her archery skills for this weekend. She is capable of hitting the gold at a distance of 70 metres.</p> <p>Karting If you have ever fancied yourself as a Formula 1 motor racing driver then this is the place to start. Lewis Hamilton, World Motor Racing Champion in 2008, started his career as a Karting Driver. Within 11 years he had progressed from British Karting Champion to World Formula 1 Champion. You could follow in his footsteps. Come along and learn how to drive fast but safely in our specially prepared Karts.</p> <p>You will learn to drive in a safe environment with all the necessary safety gear provided. You will be taught by specialist Karting Teachers who are all experienced Karting experts, winning several championships.</p>	<p>Friday 6.00 p.m. 7.00 p.m. 8.00 p.m. 11.30 p.m.</p> <p>Saturday 8.00 a.m. 9.00 a.m. 12.00 a.m. 1.00 p.m. 4.00 p.m. 6.00 p.m. 7.30 p.m.</p> <p>Sunday 8.00 a.m. 9.00 a.m. 12.00 a.m. 1.00 p.m. 4.00 p.m. 5.00 p.m.</p> <p>"GETTING TO KNOW YOU" session Dinner in the Onion Restaurant Disco in the Teenz Club Barn Settling Down</p> <p>Breakfast in the Onion Restaurant Morning activity Lunch in the Onion Restaurant Afternoon activity Free time to spend in the Leisure Park Dinner in the Onion Restaurant Disco in the Teenz Club Barn</p> <p>Breakfast in the Onion Restaurant Morning activity Lunch in the Onion Restaurant Afternoon activity Tea in the Onion Restaurant Farewells and departure</p> 

1	Suitable picture relating to Activities from the file GRAPHICS Allow archery, karting, canoes	1	
2	Any one picture in Activities section, size not less than 5 x 3 cm or more than 8 x 6 cm as seen depending on orientation, and proportions retained	1	
3	Only one picture within Activities section on "Page 2", below title if present (ignore logo if in addition to one graphic). In suitable location	1	
4	All Activities text from FACTS . Check spelling and punctuation. Additional text must make sense. Ignore title.	1	
5	All text as seen for Activity fully justified	1	
6 7	Image is text-wrapped to be square or tight with text on one side of image only. May have text above and/or below image. Sensible text arrangement around image. Text wraps around picture but text is not arranged sensibly.	2 1	
8	All Itinerary details from FACTS The whole must make sense and be spell-checked	1	
9	One suitable picture from GRAPHICS file (not more than one). Do not allow camping or logos. Must be different from Activities section.	1	
10	Sensible layout of Itinerary information eg graphic with appropriate text	1	

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	¹¹ ACTIVITIES and ITINERARY consistent font, style and size. Must have more emphasis than other headings Check spelling and capitalisation. Must both be present for mark. No WordArt.	1	
	¹² Overall consistency of font type, size and styles of sub-headings and text across both sections as seen	1	
	¹³ Layout including use of white space, plus both Activities and Itinerary sections present and would fit on one A4 page without manipulation (may be presented as two A5 portrait sheets printed on separate A4 paper)	1	
	¹⁴ Landscape, presented as two A5 portrait pages on one A4 sheet	1	
	¹⁵ Overall fitness for purpose - all of above, all text justified and only one graphic per page. May also have one Smarts Leisure Park logo.	1	
			15
Total for Activity 5: 15 marks			

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