

Mark Scheme (Results)

June 2011

Applied GCSE in ICT
5331/01

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June 2011

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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.

Task	ANSWER	Marks
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Activity 1: Using Presentation Software

<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Max Smarts' RETIREMENT PARTY</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Have you bought your ticket yet? Don't delay any more ...</div>  	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Max Smarts' RETIREMENT PARTY</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">7:00 – 11:30 pm. Saturday 2 July 2011</div>  	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Max Smarts' RETIREMENT PARTY</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Tickets £38 each See Caitlin for more details</div>  
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MM1 Looking at slide 2		
1	Attempt at correct title (ignore layout, spelling and capitals).	1
2	Correct text imported (may include <i>Text for Slide 2</i> sub-heading) "7:00 – 11:30 pm. Saturday 2 July 2011" Correct capitalisation. On one or more lines. With or without full stop after pm or 2011. Do not allow 2 nd July	1
3	One suitable graphic from GRAPHICS file (ignore proportions and size and position) Do not accept fox, pigs, happy, meeting, quad, river walk, Si Barrow, Trampoline, Teddy.	1
4	Smarts logo imported (ignore proportions and position and size)	1
Total for Task MM1		4

MM2 Looking at slide 3		
1	Max Smarts' RETIREMENT PARTY as given on slide 1 Allow if all capitals for both slides.	1
2	Tickets £38 each See Caitlin for more details Correct text imported – no sub-heading (<i>Text for Slide 3</i>). On one or more lines. Correct capitalisation. No full stops.	1
3	One suitable graphic from GRAPHICS file. Do not accept fox, pigs, happy, meeting, quad, river walk, Si Barrow, Trampoline, Teddy. Suitable size (not more than ¼ slide and not less than logo if present) Proportions retained. May be same graphic as slide 1 or 2	1
4	Logo imported and proportions retained (size and position similar to slide 1)	1
Total for Task MM2		4

Task	ANSWER	Marks
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MM3 Looking at all slides presented		
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 each individual slide (ignore slide 1)	1
4	Consistent font and style and text alignment over all 3 slides.(ignore font size)	1
5	All 3 slides – same size – two to a page showing slide borders	1
6	Overall fitness for purpose (all of MM3 above) + appropriate size and proportions of graphics + text including spelling, size, spacing and capitalisation.	1
Total for Task MM3		6

Total for Activity 1: 14 marks

Task	ANSWER	Marks
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Activity 2: Using Spreadsheet Software

SP1																																			
<table border="1"> <thead> <tr> <th></th> <th>A</th> <th>B</th> </tr> </thead> <tbody> <tr> <td>1</td> <td colspan="2">RETIREMENT PARTY COSTINGS</td> </tr> <tr> <td>2</td> <td colspan="2"></td> </tr> <tr> <td>3</td> <td>Item</td> <td>Cost</td> </tr> <tr> <td>4</td> <td>Venue</td> <td>£450</td> </tr> <tr> <td>5</td> <td>Refreshments</td> <td>£490</td> </tr> <tr> <td>6</td> <td>DJ</td> <td>£245</td> </tr> <tr> <td>7</td> <td>Prizes</td> <td>£43</td> </tr> <tr> <td>8</td> <td>Presents</td> <td>£120</td> </tr> <tr> <td>9</td> <td>Other</td> <td>£223</td> </tr> <tr> <td>10</td> <td>Total</td> <td>£1,571</td> </tr> </tbody> </table>				A	B	1	RETIREMENT PARTY COSTINGS		2			3	Item	Cost	4	Venue	£450	5	Refreshments	£490	6	DJ	£245	7	Prizes	£43	8	Presents	£120	9	Other	£223	10	Total	£1,571
	A	B																																	
1	RETIREMENT PARTY COSTINGS																																		
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10	Total	£1,571																																	
1	RETIREMENT PARTY COSTINGS entered as given in cell A1	1																																	
2	Title formatted bold, size 16	1																																	
3	Column B formatted to show £ with no decimal places	1																																	
4	Suitable borders and/or shading added to improve display	1																																	
5	No truncation	1																																	
6	Row and column headings displayed. No gridlines.	1																																	
7	Row 7 deleted (only award if row and column headings displayed).	1																																	
Total for Task SP1		7																																	

SP2		
1	Pie chart of six segments only (7 if Magician not deleted). Do not accept if total row included.	1
2	Appropriate title for chart including 'Retirement Party' and 'Costs' or alternative. No full stop. Appropriate capitalisation.	1
3	Correct legend present for graph. Allow follow through.	1
4	Suitable segment shading / patterns	1
5	Percentages displayed on or near each segment. Accept additional categories labels.	1
Total for Task SP2		5

Task	ANSWER	Marks
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SP3 Row and column headings must be shown for marking points
3, 4, 7, 8, 9, 10 & 12

	A	B	G	H	I
1	RETIREMENT PARTY INCOME				
2					
3	First Name	Surname	Paid	Paid in Full	To be paid
4	Tina	BEAVER	=SUM(C4:F4)	=IF(G4=\$B\$22,"Yes","No")	=\$B\$22-G4
5	Hannah	BOWEN	=SUM(C5:F5)	=IF(G5=\$B\$22,"Yes","No")	=\$B\$22-G5
6	Janet	BRIERLEY	=SUM(C6:F6)	=IF(G6=\$B\$22,"Yes","No")	=\$B\$22-G6
7	Michael	BRYAN	=SUM(C7:F7)	=IF(G7=\$B\$22,"Yes","No")	=\$B\$22-G7
8	Pat	CHANDLER	=SUM(C8:F8)	=IF(G8=\$B\$22,"Yes","No")	=\$B\$22-G8
9	Maria	CHAPMAN	=SUM(C9:F9)	=IF(G9=\$B\$22,"Yes","No")	=\$B\$22-G9
10	Margaret	CHEYNE	=SUM(C10:F10)	=IF(G10=\$B\$22,"Yes","No")	=\$B\$22-G10
11	Beryl	CLARK	=SUM(C11:F11)	=IF(G11=\$B\$22,"Yes","No")	=\$B\$22-G11
12	Terence	COLEMAN	=SUM(C12:F12)	=IF(G12=\$B\$22,"Yes","No")	=\$B\$22-G12
13	Chris	DAVIES	=SUM(C13:F13)	=IF(G13=\$B\$22,"Yes","No")	=\$B\$22-G13
14	Shaun	DAVIES	=SUM(C14:F14)	=IF(G14=\$B\$22,"Yes","No")	=\$B\$22-G14
15	Carole	DUNNE	=SUM(C15:F15)	=IF(G15=\$B\$22,"Yes","No")	=\$B\$22-G15
16	Andrew	FIELDING	=SUM(C16:F16)	=IF(G16=\$B\$22,"Yes","No")	=\$B\$22-G16
17	Trevor	GAMBLE	=SUM(C17:F17)	=IF(G17=\$B\$22,"Yes","No")	=\$B\$22-G17
18	Paul	GARMENT	=SUM(C18:F18)	=IF(G18=\$B\$22,"Yes","No")	=\$B\$22-G18
19	Victoria	GARMENT	=SUM(C19:F19)	=IF(G19=\$B\$22,"Yes","No")	=\$B\$22-G19
20	Barbara	GARWOOD	=SUM(C20:F20)	=IF(G20=\$B\$22,"Yes","No")	=\$B\$22-G20
21					
22	Ticket Price	38			

1	RETIREMENT PARTY INCOME entered in cell A1	1
2	Title formatted bold, size 16	1
3	=SUM(C4:F4) in cell G4 gains both marks	2 /
4	=C4+D4+E4+F4 in cell G4 or any other formula which gives the correct total using cell references	1
5	=IF(G4=(\$B\$22, x, x) or =IF((\$B\$22=G4, x, x) entered in H4 (use of absolute cell reference for B22 gains two marks)	2 /
6	=IF(G4=B22, x, x) entered in cell H4 (use of relative cell reference gains one mark) Closing bracket must be visible to award the marks	1
7	=IF(G4=B22,"Yes",x) entered in cell H4. Allow any sensible capitals. (needs correct IF criterion to gain mark for "Yes" response).	1
8	=IF(G4=B22, x, "No") entered in cell H4. Allow any sensible capitals. (needs correct IF criterion to gain mark for "No" response)	1
9	=(B\$22-G4) in cell I4 (using absolute cell references)	2 /
10	= B22-G4 in cell I4 or =SUM((B\$22-G4) in cell I4 (using relative cell reference OR SUM) =SUM(B22-G4) gains no mark due to double error	1
11	Formulae in G4, H4 and I4 replicated to other guests (must have used absolute cell references in H4 and I4 for mark). No truncation.	1
12	Columns A, B, G, H & I correctly shown on one side A4 with no truncation.	1
13	Printout in landscape showing gridlines (not just borders)	1
Total for Task		13


Total for Activity 2: 25 marks

Task	ANSWER	Marks
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Activity 3: Using Word Processing Software

WP1	Labels must be present for first four marks. Allow with or without colons.	
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> <p>MEMO</p> <p>To: Anders Johansson</p> <p>From: Caitlin Donavon</p> <p>Date: 16 May 2011</p> <p>Re: Planning meeting for Retirement Party</p> <p>I have arranged a planning meeting for the retirement party. The meeting is on Tuesday 31 May at 1.30pm in the boardroom. Please can you let me know if you can attend?</p> </div>		
1	To: Anders (Johansson) may include correct job title	1
2	From: Caitlin (Donavon) may include correct job title	1
3	Date: 16 May 2011 – 20 May 2011 , suitable UK format (Correct) Year is optional.	1
4	Re: or RE: Retirement Party (Planning). Allow "Subject:"	1
5	To/From as first items either on one or two lines	1
6	Message includes meeting (for Retirement Party – if not in subject), 31 May (/2011), 1.30pm and boardroom. (allow Boardroom).	1
7	Message is relevant and spelling and grammar are correct. Date and time suitable format.	1
Total for Task WP1		7

Task	ANSWER	Marks
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WP2		
<div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <div style="text-align: right; margin-bottom: 10px;">  </div> <p>Meeting to plan the Retirement Party</p> <p>Date: 31 May 2011 Time: 1.30pm Venue: Boardroom</p> <p>Agenda</p> <ol style="list-style-type: none"> 1. Apologies for absence 2. Minutes of last meeting 3. Matters arising 4. Party invites 5. Finances 6. Refreshments 7. Retirement presents 8. Any other business 9. Date of next meeting </div>		
1	Smarts Leisure Park Logo in top quarter of page with nothing above, sensible location and size and proportions retained	1
2	Suitable title which includes Retirement Party (Allow "Purpose of meeting ... " but not "Title..."). No full stop.	1
3	<p>Agenda (Allow AGENDA)</p> <p>Suitable font size and position (above agenda items, if present, but sensible, eg not between date/time/venue)</p> <p>On a line with no other text (eg do not allow "Items for Agenda"). No full stop.</p> <p>Do not allow WordArt.</p>	1
4	<p>(Tuesday) 31 May (2011) 1.30 pm</p> <p>(spelling/capitalisation correct, allow sensible UK date and time formats). Allow 31st.</p> <p>Above agenda items, if present.</p>	1
5	<p>Boardroom</p> <p>Above agenda items, if present. Correct spelling. Allow boardroom.</p>	1
6	<p>Apologies for absence, Minutes of last meeting, Matters arising as first 3 items in agenda list (any order)</p>	1
7	<p>Any other business (AOB) & Date of next meeting at bottom of list (any order)</p>	1
8	<p>All completely correct (4, 5, 6 & 7 are interchangeable). Including spelling and complete items. Consistent capitalisation.</p>	1
9	<p>Consistent numbered list for all agenda items present. Must be at least 4 items.</p>	1
Total for Task WP2		9

Total for Activity 3: 16 marks

Task	ANSWER	Marks
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Activity 4: Using Database Software

DB1																																																																																																																																																																																																																																																																																																												
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<tr><td>BC002</td><td>Beryl</td><td>CLARK</td><td>ED</td><td>No</td><td>18/5</td><td>Chapel Lane</td><td>LIVERPOOL</td><td>LG7 6BY</td><td>12/04/2011</td></tr> <tr><td>CD024</td><td>Chris</td><td>DAVIES</td><td>ED</td><td>No</td><td>20/29</td><td>Woodbine Cottages</td><td>ROTHERHAM</td><td>RG4 4HD</td><td>21/03/2011</td></tr> <tr><td>SD024</td><td>Shaun</td><td>DAVIES</td><td>KZ</td><td>Yes</td><td>20/1</td><td>Lower Northcott</td><td>QUEENSFERRY</td><td>QG7 6DR</td><td>24/11/2009</td></tr> <tr><td>CD029</td><td>Carole</td><td>DUNNE</td><td>SP</td><td>Yes</td><td>17/3</td><td>High Street</td><td>PETERBOROUGH</td><td>PG2 3LY</td><td>26/02/2011</td></tr> <tr><td>PG022</td><td>Paul</td><td>GARMENT</td><td>CA</td><td>No</td><td>25/110</td><td>St George Street</td><td>QUEENSFERRY</td><td>QG4 1LN</td><td>15/03/2007</td></tr> <tr><td>BG006</td><td>Barbara</td><td>GARWOOD</td><td>AD</td><td>Yes</td><td>30/10</td><td>Great John Street</td><td>HULL</td><td>HG4 1EX</td><td>26/05/2010</td></tr> 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<tr><td>HM010</td><td>Helen</td><td>MCCARTHY</td><td>KZ</td><td>Yes</td><td>32/3</td><td>Pontefract Road</td><td>SHEFFIELD</td><td>SG5 1HT</td><td>31/12/2010</td></tr> <tr><td>FM014</td><td>Frank</td><td>MILLER</td><td>AD</td><td>Yes</td><td>33/8</td><td>St John Street</td><td>FROOSHAM</td><td>FG9 8GG</td><td>01/01/2011</td></tr> <tr><td>DM020</td><td>Derek</td><td>MULHOLLAND</td><td>ED</td><td>Yes</td><td>15/56</td><td>Faith Street</td><td>BIRMINGHAM</td><td>BG4 1JL</td><td>17/03/2011</td></tr> <tr><td>AM016</td><td>Amanda</td><td>MULLER</td><td>CA</td><td>No</td><td>31/78</td><td>Eccles Hill</td><td>LUXBRIDGE</td><td>UG9 8PT</td><td>17/02/2011</td></tr> <tr><td>GN026</td><td>Grace</td><td>NIELSON</td><td>CA</td><td>Yes</td><td>25/11</td><td>Doncaster Road</td><td>YORK</td><td>YG4 1LH</td><td>09/04/2008</td></tr> <tr><td>GN026</td><td>Grace</td><td>NIELSON</td><td>CA</td><td>Yes</td><td>25/11</td><td>Doncaster Road</td><td>YORK</td><td>YG4 1LH</td><td>09/04/2008</td></tr> 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SH021	Susan	HALLIDAY	AD	Yes	20/33	High Street	BIRMINGHAM	BG4 1PL	25/09/2008																																																																																																																																																																																																																																																																																	
RH015	Ruth	HILLIARD	AD	Yes	18/8	Great North Road	PETERBOROUGH	PG4 1LU	03/09/2007																																																																																																																																																																																																																																																																																	
ML012	Mustapha	LAROUSSI	KZ	No	33/78	Hopeshaw Lane	FROOSHAM	FG4 1NN	26/05/2010																																																																																																																																																																																																																																																																																	
KM019	Kate	MATHER	SP	Yes	35/78	Victoria Street	LUXBRIDGE	UG1 5HX	19/06/2008																																																																																																																																																																																																																																																																																	
HM010	Helen	MCCARTHY	KZ	Yes	32/3	Pontefract Road	SHEFFIELD	SG5 1HT	31/12/2010																																																																																																																																																																																																																																																																																	
FM014	Frank	MILLER	AD	Yes	33/8	St John Street	FROOSHAM	FG9 8GG	01/01/2011																																																																																																																																																																																																																																																																																	
DM020	Derek	MULHOLLAND	ED	Yes	15/56	Faith Street	BIRMINGHAM	BG4 1JL	17/03/2011																																																																																																																																																																																																																																																																																	
AM016	Amanda	MULLER	CA	No	31/78	Eccles Hill	LUXBRIDGE	UG9 8PT	17/02/2011																																																																																																																																																																																																																																																																																	
GN026	Grace	NIELSON	CA	Yes	25/11	Doncaster Road	YORK	YG4 1LH	09/04/2008																																																																																																																																																																																																																																																																																	
SN023	Susan	NUJT	SP	Yes	28/22	Excalibur Drive	MANCHESTER	MG4 1PQ	01/11/2006																																																																																																																																																																																																																																																																																	
MS007	Monica	SNOW	AD	Yes	16/9	Victoria Drive	ABERDEEN	AG4 1HH	15/03/2008																																																																																																																																																																																																																																																																																	
IT027	Ian	THOMPSON	SP	No	28/8	High Street	PETERBOROUGH	PG2 4PE	03/10/2008																																																																																																																																																																																																																																																																																	
JW018	Joanne	WALKER	SP	Yes	23/45	Wheatley Road	NEWCASTLE	NG2 6PE	15/02/2009																																																																																																																																																																																																																																																																																	
CW029	Caroline	WHEELHOUSE	CA	Yes	21/345	Victoria Apartments	IPSWICH	IP9 9QQ	11/03/2011																																																																																																																																																																																																																																																																																	
1	One copy of duplicate records deleted.	1																																																																																																																																																																																																																																																																																								
2	CD017, Caitlin, DONAVON, AD, Yes, 1 High Street, PORTONWOOD, PT2 6TG, 07/02/2003	2/ 1																																																																																																																																																																																																																																																																																								
3	No spelling errors and format consistent with other records / New record entered with error of spelling or formatting in one field.																																																																																																																																																																																																																																																																																									
4	Table re-sorted in ascending order of LastName. All records, all fields. No truncation of data.	1																																																																																																																																																																																																																																																																																								
Total for Task DB2		4																																																																																																																																																																																																																																																																																								

Task	ANSWER	Marks
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DB3																																															
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1	Correct 7 records. Minimum of FirstName, LastName.	1																																													
2	Correct 5 fields only FirstName, LastName, Addr1, Addr2, PCode	1																																													
Total for Task DB3		2																																													

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	Correct 8 records	3																																																																						
1	6 records of current staff who work < 20 hours per week (list as above but without Davies and Halliday)	2																																																																						
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3	10 records of all staff who work <= 20 hours per week (list as above with Clark and Davies [Chris])																																																																							
	19 records of current staff (Current column contains only "Yes") 3 records of staff who work 20 hours per week (Davies, Halliday and Davies) 7 records of all staff who work <20 hours per week	1																																																																						
4	Records sorted in descending order of StartDate . At least StartDate and LastName fields. 17/3/2011 down to 03/09/2007	1																																																																						
5	RefNo, FirstName, LastName, StartDate, WorkArea, Hours, Current only (any order). No truncation	1																																																																						
6	RefNo, FirstName, LastName, StartDate, WorkArea, Hours, Current only (correct order). No truncation.	1																																																																						
Total for Task DB4		6																																																																						

Task	ANSWER	Marks
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DB5	Accept screen shot for marks if marking point visible. Must be a database report format for marks.																																														
<div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <h3 style="text-align: center;">Current staff who work 20 hours or less</h3> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">RefNo</th> <th style="text-align: left;">First Name</th> <th style="text-align: left;">Last Name</th> <th style="text-align: left;">Work Area</th> <th style="text-align: left;">Hours</th> </tr> </thead> <tbody> <tr> <td>DM020</td> <td>Derek</td> <td>MULHOLLAND</td> <td>ED</td> <td>15</td> </tr> <tr> <td>CD029</td> <td>Carole</td> <td>DUNNE</td> <td>SP</td> <td>17</td> </tr> <tr> <td>HB030</td> <td>Hannah</td> <td>BOWEN</td> <td>AD</td> <td>17</td> </tr> <tr> <td>SD024</td> <td>Shaun</td> <td>DAVIES</td> <td>KZ</td> <td>20</td> </tr> <tr> <td>SH021</td> <td>Susan</td> <td>HALLIDAY</td> <td>AD</td> <td>20</td> </tr> <tr> <td>MS007</td> <td>Monica</td> <td>SNOW</td> <td>AD</td> <td>16</td> </tr> <tr> <td>IG008</td> <td>Ian</td> <td>GIBSON</td> <td>SP</td> <td>18</td> </tr> <tr> <td>RH015</td> <td>Ruth</td> <td>HILLIARD</td> <td>AD</td> <td>18</td> </tr> </tbody> </table> </div>			RefNo	First Name	Last Name	Work Area	Hours	DM020	Derek	MULHOLLAND	ED	15	CD029	Carole	DUNNE	SP	17	HB030	Hannah	BOWEN	AD	17	SD024	Shaun	DAVIES	KZ	20	SH021	Susan	HALLIDAY	AD	20	MS007	Monica	SNOW	AD	16	IG008	Ian	GIBSON	SP	18	RH015	Ruth	HILLIARD	AD	18
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1	Suitable title – accept if title refers to relevant records. Correct title will include “current” “Staff” and “20 hours”. Sensible capitalisation.	1																																													
2	Correct records (allow follow through from DB4)	1																																													
3	Fields RefNo, FirstName, LastName, WorkArea and Hours only	1																																													
4	Headings customised appropriately. At least First Name and Work Area	1																																													
5	Candidate Name, Candidate Number, Centre Number and Task name, in footer of report page.	1																																													
6	Report printed in portrait on one sheet. Suitable spacing of information.	1																																													
Total for Task DB5		6																																													

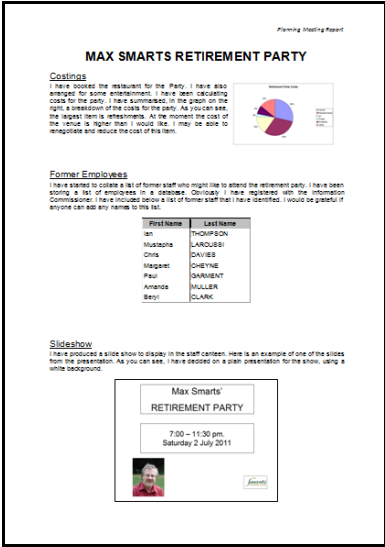
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DB6																																																				
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1	8 records (StartDate >= 01/01/2011). Minimum one field from each table	2 / 1																																																		
2	1 records (StartDate = 01/01/2011) [Minimum one field from each table] / 7 records (StartDate > 01/01/2011 [Minimum one field from each table]																																																			
3	Fields FirstName, LastName, Hours, Location and Manager only	2 / 1																																																		
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5	Records sorted in ascending order of Location (must be at least 4 records)	1																																																		
6	Records sorted in ascending order of LastName within ascending order of Location	1																																																		
Total for Task		6																																																		

Total for Activity 4: 28 marks

Task	ANSWER	Marks
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Activity 5: Using Desktop Publishing / Word Processing Software

DP1		
		
1	Planning Meeting Report entered in header as given.	1
2	Header text right aligned and in italics, font size 10.	1
3	MAX SMARTS' RETIREMENT PARTY Entered as given, bold, centred.	1
4	Subheadings copied from TEXT. Subheadings underlined and left aligned. Penalise if in italics and/or bold.	1
5	Body text copied as given in TEXT.	1
6	Body text fully justified.	1
7	Title font size 20, subheadings font size 14, body text font size 10.	1
8	Chart from SP2 inserted in report. Do NOT accept screen shot	1
9	Chart to the right of the text paragraph on Costings.	1
10	Database extract DB3 inserted into report. Do NOT accept screen shot	1
11	Extract displays only FirstName and LastName	1
12	Database extract located below the paragraph on Former Employees and above the subheading "Slideshow"	1
13	Slide 2 inserted into report. Do NOT accept screen shot.	1
14	Slide located below the final paragraph.	1
15	Size and proportions of all inserts suitable for report. At least 2 present	1
16	Border around slide and graph. At least 1 present for mark.	1
17	Fitness for purpose including consistent fonts and sensibly fits 1 page.	1
Total for Task		17

Total for Activity 5: 17 marks

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Ofqual




Llywodraeth Cynulliad Cymru
Welsh Assembly Government

