

Specimen Paper - Mark Scheme

AS Level – Paper 2 – Practical Test

No marks to be awarded for any printout not containing the candidate name, candidate number and centre number

Step 3

Candidate name, centre number and candidate number

Microsoft Access - [SPEC2EMP : Tab

	Field Name	Data Type
Primary Key	PayNumber	Text
	Name1	Text
	Name2	Text
	BranchCode	Number
	JobCode	Number

Table created
 Correct fields
 3 text fields
 2 number fields
 Primary key correct

1 mark
 1 mark
 1 mark
 1 mark

Microsoft Access - [SPEC2JOB : Tab

	Field Name	Data Type
Primary Key	Job	Number
	Description	Text
	Rate	Number

Table created
 Correct fields & field types
 Primary key correct

1 mark
 1 mark

Microsoft Access - [SPEC2BRN : Tab

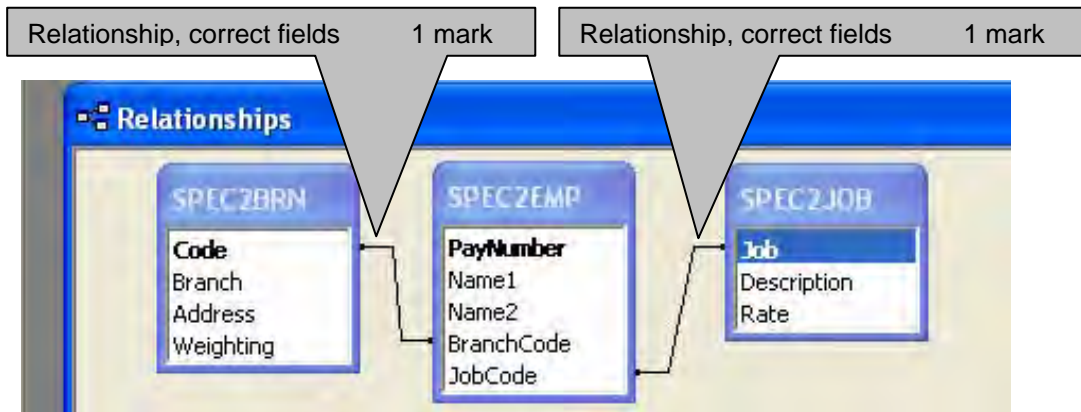
	Field Name	Data Type
Primary Key	Code	Number
	Branch	Text
	Address	Text
	Weighting	Number

Table created
 Correct fields & field types
 Primary key correct

1 mark
 1 mark

Step 5

Candidate name, centre number and candidate number



Relationship, correct type 1 mark

Relationship, correct type 1 mark

Step 7

Candidate name, centre number and candidate number

In header 1 mark

Production Workers

Title 100% correct 1 mark

Branch	Name1	Name2	Description
Bangalore	Majid	Hegde	Production
Bangalore	Mohamed	Radwan	Production Supervisor

Bangalore	Ken	Hirasaka	Production Supervisor
Bangalore	Nedeem	Pokhrel	Production Supervisor
Bangalore	Dhruv	Chitnis	Production
Bangalore	Vinet	Motwani	Production
Bangalore	Mohamed	Hafez	Production
Bangalore	Mohamed	Ravi	Production Manager
Bangalore	Victoria	Nankani	Production
Bangalore	Shahad	Sharif	Production
Bangalore	Taran	Gupta	Production
Bangalore	Adel	Amer	Production
Bangalore	Michael	Seng	Production
Bangalore	Sama	Dhiman	Production
Bangalore	Sukrit	Dev	Production
Bangalore	Amir	Khan	Production
Bangalore	Mohamed	Solanki	Production
Teni	Uttara	Jain	Production
Teni	Mohammed	Morzaria	Production
Teni	Teng	Liu	Production

Wildcard search on Production 2 marks
 No marks unless correct wildcard search
 Sorted ascending on branch 1 mark
 Correct 4 fields only 1 mark

Step 10

Candidate name, centre number and candidate number

Selection criteria
 Bangalore or Chennai or Vellore 2 marks
 (If additional fields only award 1 mark)
 Column Headings
 Branch names 1 mark

Job categories at selected sites

Title 100% correct 1 mark

Description	Bangalore	Chennai	Vellore
Accounts assistant		1	
Assistant Sales Manager			1
Company Secretary		1	1
Financial Director	1	5	2
Human Resources Consultant		2	
Human Resources Department		4	
Human Resources Manager		1	
Maintenance	2	2	2
Maintenance Manager			1
Managing Director		2	
Production	13		
Production Manager	1		
Production Supervisor	3		
Programmer		7	
Project Manager	1	1	
Sales Assistant		1	8
Sales Director		1	
Sales Manager			1
Web Master		1	

Cross tab
 Created 2 marks
 Values as shown 2 marks
 Selection criteria
 JobCode < 70 (these jobs only) 1 mark
 Row headings
 Description 1 mark

Title 100% correct 1 mark

Pay Field
Calculated at run time 2 marks
Rate x Weighting (figures as shown) 2 marks

Step 15

Rates of pay for maintenance employees

<i>Branch</i>	<i>Address</i>	<i>PayNumber</i>	<i>Name1</i>	<i>Name2</i>	<i>Description</i>	<i>Pay</i>
<i>Bangalore</i>	<i>Kempe Gowda Business</i>	SIM0061	Tina	Patidar	Maintenance	58548
		SIM0059	Ankur	Kari	Maintenance	58548
						117096
<i>Chennai</i>	<i>Madras House</i>	SIM0022	Kratika	Agrawal	Maintenance	60270
		SIM0020	Dhruv	Malviya	Maintenance	60270
						120540
<i>Goa</i>	<i>Badem Plaza</i>	SIM0062	Kush	Patel	Maintenance	61992
		SIM0068	Nripesh	Kelotra	Maintenance Manager	110700
						172692
<i>Vellore</i>	<i>Parklands</i>	SIM0094	Sukan	Pokhrel	Maintenance Manager	102500
		SIM0069	Majid	Afana	Maintenance	57400
		SIM0054	Diego	Pastero	Maintenance	57400
					217300	
					627628	

By A Candidate, Candidate 99999, Centre XX999.

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Selection criteria
JobCode >30 & <39 (these jobs only) 2 marks
Fields
Only these 7 fields shown 1 mark
Grouping
Grouped by branch 2 marks
Address shown within group header 1 mark
Group footer – correct subtotal 1 mark
Report footer
Name, centre no, candidate number 1 mark
Calculated control for sum (correct) 2 marks
Single page 1 mark

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Title 100% correct 1 mark

Step 17

Maintenance employees summary

Branch	Address	PayNumber	Name1	Name2	Description	Pay
Bangalore	Kempe Gowda Business	SIM0061	[REDACTED]	[REDACTED]	Maintenance	
		SIM0059	[REDACTED]	[REDACTED]	Maintenance	
						117096
Chennai	Madras House	SIM0022	[REDACTED]	[REDACTED]	Maintenance	
		SIM0020	[REDACTED]	[REDACTED]	Maintenance	
						120540
Goa	Badem Plaza	SIM0062	[REDACTED]	[REDACTED]	Maintenance	
		SIM0068	[REDACTED]	[REDACTED]	Maintenance Manager	
						172692
Vellore	Parklands	SIM0094	[REDACTED]	[REDACTED]	Maintenance Manager	
		SIM0069	[REDACTED]	[REDACTED]	Maintenance	
		SIM0054	[REDACTED]	[REDACTED]	Maintenance	
						217300
By A Candidate, Candidate 99999, Centre XX999.						627628

Name1 'black text and background' 1 mark
Name2 'black text and background' 1 mark

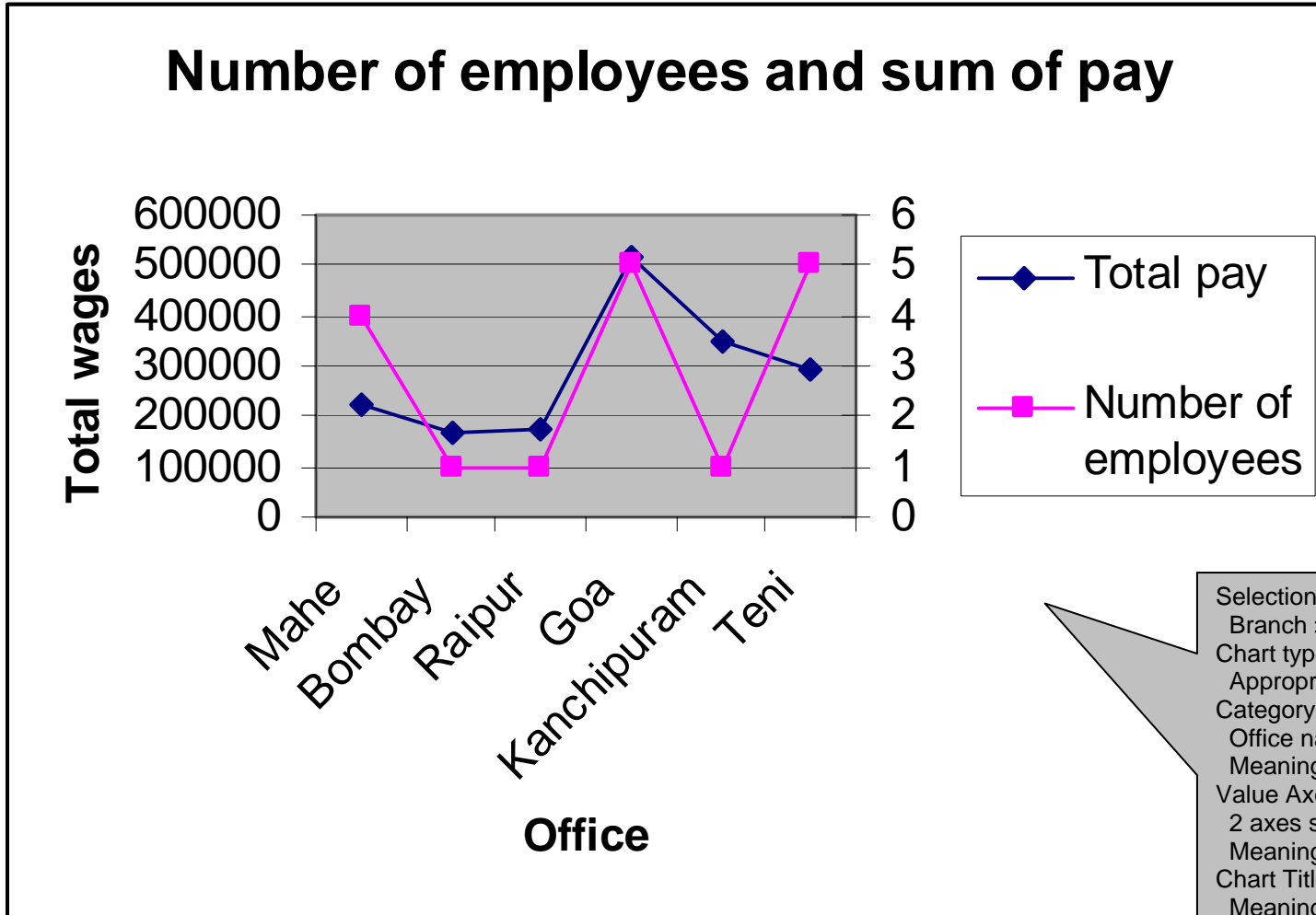
Individual pay figures invisible 1 mark
Subtotals and total still as original print 1 mark

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Step 18

Candidate name, centre number and candidate number



Selection criteria	
Branch ≥ 4 (these offices only)	2 marks
Chart type	
Appropriate (Comparative line or bar)	2 marks
Category Axis	
Office names in full	1 mark
Meaningful & appropriate axis label	1 mark
Value Axes	
2 axes shown	1 mark
Meaningful & appropriate axis labels	2 marks
Chart Title	
Meaningful & appropriate chart title	1 mark
Title of appropriate size	1 mark
Series labels	
Visible, correct and appropriate (may be in a legend)	2 marks

Step 31

Candidate name, centre number and candidate number

Extract 1

Title 100% correct 1 mark

Weighting

0.853 1.02 1.08

Reference	Name1	Name2	OfficeCode	Office	JobCode	Rate	Salary
SIM00693J0032	Majid	Afana	3	Vellore	32	INR 57,400.00	INR 58,548.00
SIM00221J0032	Kratika	Agrawal	1	Chennai	32	INR 57,400.00	INR 61,992.00
SIM00487JTT025	Ritu	Anand	7	Goa	25	INR 205,000.00	INR 174,865.00
SIM00493J0026	Ahmed	Gharib	3	Vellore	26	INR 114,800.00	INR 117,096.00
SIM00592J0032	Ankur	Kari	2	Bangalore	32	INR 57,400.00	INR 61,992.00
SIM00687J0031	Nripesh	Kelotra	7	Goa	31	INR 102,500.00	INR 87,432.50
SIM00671J0027	Shashank	Khatri	1	Chennai	27	INR 36,900.00	INR 39,852.00
SIM00201J0032	Dhruv	Malviya	1	Chennai	32	INR 57,400.00	INR 61,992.00
SIM00543J0032	Diego	Pastero	3	Vellore	32	INR 57,400.00	INR 58,548.00
SIM00627J0032	Kush	Patel	7	Goa	32	INR 57,400.00	INR 48,962.20
SIM00153J0027	Ranjit	Patel	3	Vellore	27	INR 36,900.00	INR 37,638.00
SIM00523J0025	Sukan	Patel	3	Vellore	25	INR 205,000.00	INR 209,100.00
SIM00612J0032	Tina	Patidar	2	Bangalore	32	INR 57,400.00	INR 61,992.00
SIM00463J0027	Yamila	Pavia	3	Vellore	27	INR 36,900.00	INR 37,638.00
SIM00943J0031	Sukan	Pokhrel	3	Vellore	31	INR 102,500.00	INR 104,550.00
SIM00217J0027	Sagar	Ratwani	7	Goa	27	INR 36,900.00	INR 31,475.70
SIM00327J0026	Dhruv	Sellan	7	Goa	26	INR 114,800.00	INR 97,924.40

Searching
Job code > 18 AND < 43 2 marks

Formatting
Row 1 and 3 - Centre 1 mark
Row 1 and 3 - Bold and Italic 1 mark
Rate and Salary column RUPEES 1 mark
2 dp 1 mark

Single page 1 mark
All visible 1 mark

Step 34

Candidate name, centre number and candidate number

Formulae Used

Title 100% correct 1 mark

	D	E	F
4	OfficeCode	Office	JobCode
5	=VALUE(MID(A5,8,1))	=VLOOKUP(D5,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A5,3))
6	=VALUE(MID(A6,8,1))	=VLOOKUP(D6,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A6,3))
10	=VALUE(MID(A10,8,1))	=VLOOKUP(D10,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A10,3))
21	=VALUE(MID(A21,8,1))	=VLOOKUP(D21,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A21,3))
26	=VALUE(MID(A26,8,1))	=VLOOKUP(D26,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A26,3))
30	=VALUE(MID(A30,8,1))	=VLOOKUP(D30,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A30,3))
33	=VALUE(MID(A33,8,1))	=VLOOKUP(D33,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A33,3))
34	=VALUE(MID(A34,8,1))	=VLOOKUP(D34,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A34,3))
41	=VALUE(MID(A41,8,1))	=VLOOKUP(D41,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A41,3))
43	=VALUE(MID(A43,8,1))	=VLOOKUP(D43,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A43,3))
44	=VALUE(MID(A44,8,1))	=VLOOKUP(D44,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A44,3))
45	=VALUE(MID(A45,8,1))	=VLOOKUP(D45,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A45,3))
46	=VALUE(MID(A46,8,1))	=VLOOKUP(D46,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A46,3))
48	=VALUE(MID(A48,8,1))	=VLOOKUP(D48,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A48,3))
50	=VALUE(MID(A50,8,1))	=VLOOKUP(D50,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A50,3))
53	=VALUE(MID(A53,8,1))	=VLOOKUP(D53,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A53,3))
56	=VALUE(MID(A56,8,1))	=VLOOKUP(D56,['SPEC2BRN.csv']SPEC2BRN!\$A\$1:\$D\$10,2)	=VALUE(RIGHT(A56,3))

OfficeCode
 Mid function used 1 mark
 Correct cell reference 1 mark
 Eighth position in string 1 mark
 1 character extraction 1 mark
 Turned into a numeric value 1 mark

Office
 Correct Lookup used 1 mark
 Correct cell reference 1 mark
 Referenced to correct external file 1 mark
 Correct range 1 mark
 Correct column reference for return value 1 mark

JobCode
 Right function used 1 mark
 Correct cell reference 1 mark
 3 character extraction 1 mark
 Turned into a numeric value 1 mark

Specified columns only	1 mark
Row and Column headings	1 mark

G	H
Rate	Salary
=VLOOKUP(F5,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D5<3,G5*THREE,IF(D5=3,G5*TWO,G5*ONE))
=VLOOKUP(F6,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D6<3,G6*THREE,IF(D6=3,G6*TWO,G6*ONE))
=VLOOKUP(F10,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D10<3,G10*THREE,IF(D10=3,G10*TWO,G10*ONE))
=VLOOKUP(F21,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D21<3,G21*THREE,IF(D21=3,G21*TWO,G21*ONE))
=VLOOKUP(F26,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D26<3,G26*THREE,IF(D26=3,G26*TWO,G26*ONE))
=VLOOKUP(F30,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D30<3,G30*THREE,IF(D30=3,G30*TWO,G30*ONE))
=VLOOKUP(F33,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D33<3,G33*THREE,IF(D33=3,G33*TWO,G33*ONE))
=VLOOKUP(F34,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D34<3,G34*THREE,IF(D34=3,G34*TWO,G34*ONE))
=VLOOKUP(F41,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D41<3,G41*THREE,IF(D41=3,G41*TWO,G41*ONE))
=VLOOKUP(F43,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D43<3,G43*THREE,IF(D43=3,G43*TWO,G43*ONE))
=VLOOKUP(F44,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D44<3,G44*THREE,IF(D44=3,G44*TWO,G44*ONE))
=VLOOKUP(F45,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D45<3,G45*THREE,IF(D45=3,G45*TWO,G45*ONE))
=VLOOKUP(F46,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D46<3,G46*THREE,IF(D46=3,G46*TWO,G46*ONE))
=VLOOKUP(F48,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D48<3,G48*THREE,IF(D48=3,G48*TWO,G48*ONE))
=VLOOKUP(F50,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D50<3,G50*THREE,IF(D50=3,G50*TWO,G50*ONE))
=VLOOKUP(F53,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D53<3,G53*THREE,IF(D53=3,G53*TWO,G53*ONE))
=VLOOKUP(F56,['SPEC2JOB.csv]SPEC2JOB!\$A\$1:\$C\$46,3)	=IF(D56<3,G56*THREE,IF(D56=3,G56*TWO,G56*ONE))

Rate	
Correct Lookup used	1 mark
Correct cell reference	1 mark
Referenced to correct external file	1 mark
Correct range	1 mark
Correct column reference for return value	1 mark

Replication	
All formulae fully visible	1 mark
All labels fully visible	1 mark

Salary	
Nested IF (or appropriate alternative)	2 marks
< 3 and correct formulae (works)	1 mark
= 3 and correct formulae (works)	1 mark
> 3 and correct formulae (works)	1 mark
If all 3 references to row D correct	1 mark
(Allow named range)	
If all 3 references to row G correct	1 mark
(Allow named range)	
Correct named cells	3 marks

Step 35

Content (K & U)

5 from:

Identify issues relating to:

the validity of the data

- phraseology used/rhetoric/irony

how a user could identify the author/provider.

- links may identify the originator/other similar organisations/competitors
- advertisements may be present for competitors
- endorsements

bias in the sites

- with suggested reasons/sales/impairing sales

accuracy of data

currency of data

readability of the data

URL as a means of identifying (eg. .co/.com/.ac/.gov etc)

similarity in the URL/designed to mislead.

[9]

Practical skills

These practical skills will only be awarded marks if there are more than 100 words present.

Word processed document with:

- consistent line spacing
- appropriate margins
- suitable font styles
- suitable font sizes (>10 and <15)
- correct spelling, punctuation and grammar
- <300 words
- single page
- appropriate title.

-1 mark for each error to a minimum of 0 [6]