

Student's Book answers

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1 Types and components of computer systems

Answers to exercises

1a For example: hi-fi, television, microwave ovens, ovens, toaster, fridge/freezer, washing machine, dish washer, and so on.

Advantages:

- They can operate remotely
- They can operate some devices while doing something else.

Disadvantages:

- hacking
- viruses.

Answers to exam-style questions

Answers to questions 1, 2, 3, and 4 in this section are example answers for past paper questions. The details of the relevant past paper can be found with the corresponding exam-style question in the Student’s Book.

- 1 a** PC or desktop
b laptop
c tablet
d smartphone

2

	CLI (✓)	GUI (✓)
Instructions have to be typed in	✓	
Applications are represented by icons		✓
Options are chosen from a menu		✓
Many instructions have to be memorised	✓	

- 3
- PCs/laptops are needed for applications which require high speed processing.
 - PCs/laptops are needed for applications which require greater internal memory capacity.
 - PCs/laptops are needed for applications which require greater backing storage capacity.
 - PCs/laptops are needed for applications which require larger screens.
 - PCs/laptops are needed for applications which require more manageable keyboards.
 - PCs/laptops are needed for applications which require easy navigation from screen to screen.
 - PCs/laptops are have access to a wider range of application software.
 - PCs/laptops are still needed to carry out complex mathematical functions.
 - It is easier to monitor the use of PCs/laptops.
- 4
- Post-WIMP GUI allows use of pinching, scrolling, expanding.
 - Post-WIMP allows use of touch screen but CLI does not allow for this.
 - GUI Icons speed up finding instructions; with CLI you have to type out commands in full.
 - It is difficult to edit CLI.
 - If a mistake is made in CLI it could have major consequences, whereas GUI has less impact.
 - Due to graphics, GUI uses a lot of memory/CLI is a smaller program.
 - Loss of memory in GUI slows down computer performance.
 - GUI cannot operate properly if memory is low.
 - Loss of memory affects the kinds of applications that can be run (using GUI).
 - GUI is more user-friendly; with CLI user needs to remember commands.
 - GUI has more varied use on other devices, not just on computers.
 - In a CLI, several commands have to be typed in rather than one single command as in GUI.
 - CLI commands have to be typed in every time the same command/operation is run.
 - GUI sometimes has a CLI embedded in it.
 - CLI and GUI both carry out file management.
 - CLI and GUI use similar utility programs.
 - Both CLI and GUI use operating systems.
 - Both CLI and GUI control the hardware and software.

5

	RAM (✓)	ROM (✓)
Data on a chip is stored permanently and cannot be deleted		✓
It is not possible to alter or delete the data stored on the chip		✓
Data on the chip is stored temporarily and can be deleted by the user	✓	
Data is retained even when the computer is powered down		✓
Stores data, files or part of the operating system which is currently in use	✓	
Data is lost when power to the computer is turned off	✓	
It contains the basic input/output system used to boot up the computer when it is first powered up		✓
It is a form of volatile memory	✓	
It is a form of non-volatile memory		✓

6 a AR:

- The user experiences the relationship between the virtual and the real world.
- Virtual information and objects are overlaid onto a real-world situation.
- The user can experience the AR world through goggles or smartphone screens.

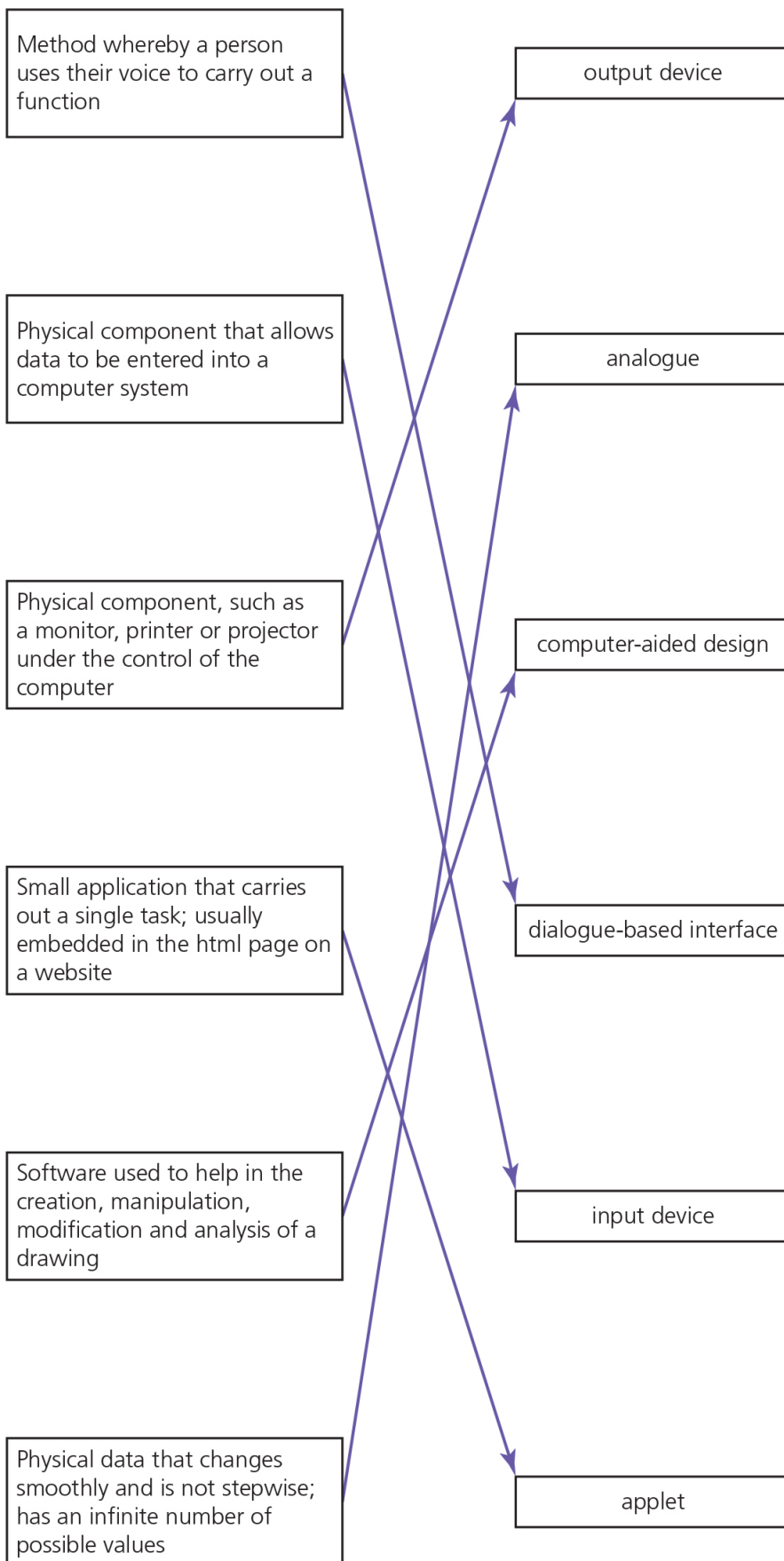
VR:

- It has the ability to take the user out of the real world and into the virtual world.
- The user is fully immersed into a simulated digital world.
- The user must wear a VR headset/head-mounted display.

b

- military: training and operations
- education: for example, looking inside a pyramid
- healthcare: diagnostic tool
- entertainment: enhance by giving realism and interaction
- fashion: see how you look using AR and the camera in a smartphone
- business: training and role-playing scenarios
- engineering: how a building will look before it is built
- sport: for example, a golfer perfecting their swing.

7



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2 Input and output devices

Answers to exercises

2a For example:

Industrial process (sensor input, control/monitor output)

Advantages:

- better/faster control than humans
- do not forget to take readings
- safer.

Disadvantages:

- more expensive
- deskilling
- security issues.

Game console (controls by gamer, sound/screen outputs)

Advantages:

- more realistic
- more interesting games
- can save status.

Disadvantages:

- people can become 'hooked'
- online games pose problems for teenagers.

Word processor (keyboard input, printer or monitor output)

Advantages:

- easier to make corrections
- can save/alter/paste/etc.

Disadvantages:

- skills, such as spelling, are lost.

Answers to exam-style questions

Answers to questions 2, 8 and 9 in this section are example answers for past paper questions. The details of the relevant past paper can be found with the corresponding exam-style question in the Student's Book.

1 a inkjet printer, one from:

- small number of high-quality documents
- photographs.

3D printer, one from:

- physical prototypes (CAD/CAM)
- physical models (from blueprints)
- medical applications (prosthetics, drugs, etc.).

b EITHER laser printer, plus one from:

- uses toner/powdered ink
- uses positive/negative charged drums
- no moving head
- faster printing
- high volume possible.

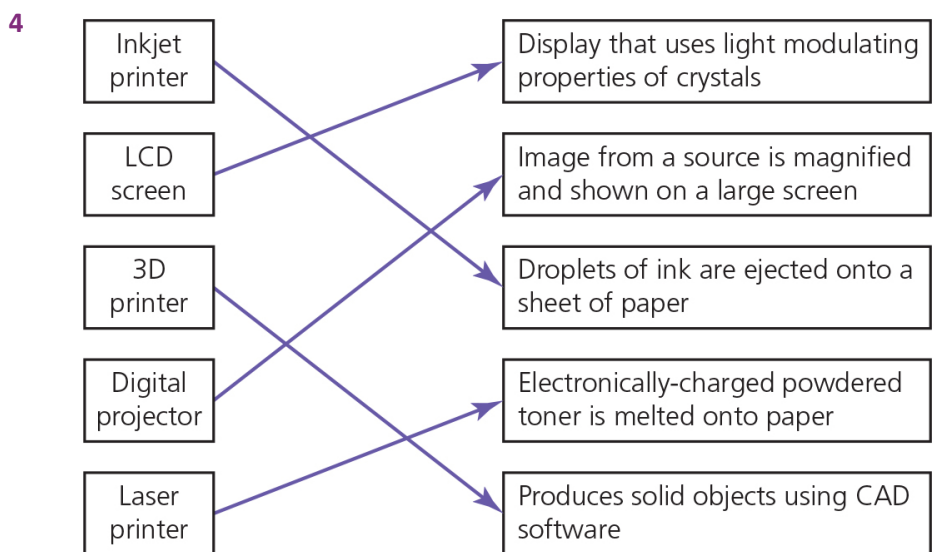
OR dot matrix printer, plus one from:

- impact printer
- head (matrix of pins) strikes a coloured or black ribbon
- very slow and low-quality printing
- cannot print quality graphics or photos
- can use continuous stationery
- can make carbon copies
- capable of working in damp, dusty or dirty atmospheres.

2 Three from:

- cards can be read accidentally
- only small amounts (up to around \$50) can be withdrawn at a time
- more chance of fraud if a card is lost or stolen
- not everyone will have a contactless card
- devices can read cards wirelessly and steal money.

- 3**
- a** (c) keyboard
 - b** (d) scanner
 - c** (a) reading barcodes
 - d** (e) dot matrix printer
 - e** (a) (graph) plotter
 - f** (b) laser printer
 - g** (c) heat
 - h** (a) CRT monitor
 - i** (e) mouse
 - j** (e) (graph) plotter



- 5**
- a** QR code
 - b** OMR
 - c** sensor
 - d** microphone
 - e** scanner
 - f** remote control
 - g** RFID reader
 - h** laser printer
 - i** dot matrix printer
 - j** mouse

- 6 a i**
- The camera in a smartphone or tablet is used to capture an image of the QR code.
 - An app in a smartphone/tablet interprets the QR code.
 - If it is a web address, browser software automatically reads data generated by the app.
- ii**
- advertising (email addresses, website addresses, phone numbers, etc.)
 - links to apps to allow easy downloads
 - Wi-Fi authentication
 - augmented reality (position and objects in VR world)
 - virtual online stores.
- b** Advantages, two from:
- holds more information than barcodes
 - fewer errors than with barcodes (QR codes have built-in error-checking systems)
 - easier to read (do not need expensive laser or LED scanners, unlike barcodes)
 - easier to transmit QR codes as text or image
 - can encrypt QR codes.
- Disadvantages, two from:
- more than one QR format is available
 - can be used to transmit malicious codes (known as attagging)
 - anyone can generate QR codes using many free apps.
- c** When an item from the screen is selected by touching it, this is the touch screen acting as an input device. The result of selection can produce another page which is shown on the screen, therefore it is now acting as an output device.
- 7 a** Keyboard – input data into a spreadsheet or word processor
- b** Driving wheel – used in simulators; joystick – used in video/computer games
- c** QR code reader – advertising websites or a company website
- d** Barcode reader – used in supermarkets to hold details of items
- e** Microphone – intruder alarm system; voice activation (for example, in cars)
- f** Touch screen – selections from a menu
- g** 3D printer – for example, producing solid objects during development, prosthetics and for medical uses
- h** Dot matrix printer – in pay slips where continuous stationery and carbon copies are needed
- i** RFID – for example, livestock or packet tracking, passports or admission passes at a theme park
- j** Chip and PIN reader – payments at a restaurant (for example, where PIN needs to be typed in to match the one stored on the chip in the card)

8

	(✓)
Pressure sensor	✓
Oxygen level sensor	
Wind speed sensor	
Sound sensor	✓
Body sensor	
Moisture sensor	
Infrared sensor	✓
Touch sensor	

9 a

	Device
Data from the starting pistol is read by this device	sound sensor
This device detects that the athlete has left the starting block	pressure sensor
When the light beam is broken the data is read by this device	infrared sensor

- b Digital camera (or camera card reader) connected to the computer as an input, to transfer the camera's image files to the computer for storage and use. Printed photographs put through a scanner that is connected to computer as an input device, to create digital image files to be stored and used.

10

	True (✓)	False (✓)
Answers to multiple-choice examination papers can be read using an optical mark reader (OMR)	✓	
The PIN is stored on the magnetic stripe on a credit card		✓
The chip on a credit card is read by a PIN reader		✓
An RFID chip can be used to track stock	✓	

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3 Storage devices and media

Answers to exercises

- 3a a CD-ROM, DVD-ROM, Blu-ray
- b CD-RW, DVD-RW, Blu-ray
- c Blu-ray
- d CD-R, DVD-R
- e CD-RW, DVD-RW, Blu-ray

Answers to exam-style questions

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1

	CD (✓)	DVD (✓)	Blu-ray (✓)
Stores lower quality audio files	✓		
Has the highest storage capacity			✓
The RAM version of this medium is used to record and play recorded images at the same time		✓	
Stores high definition movies			✓

2

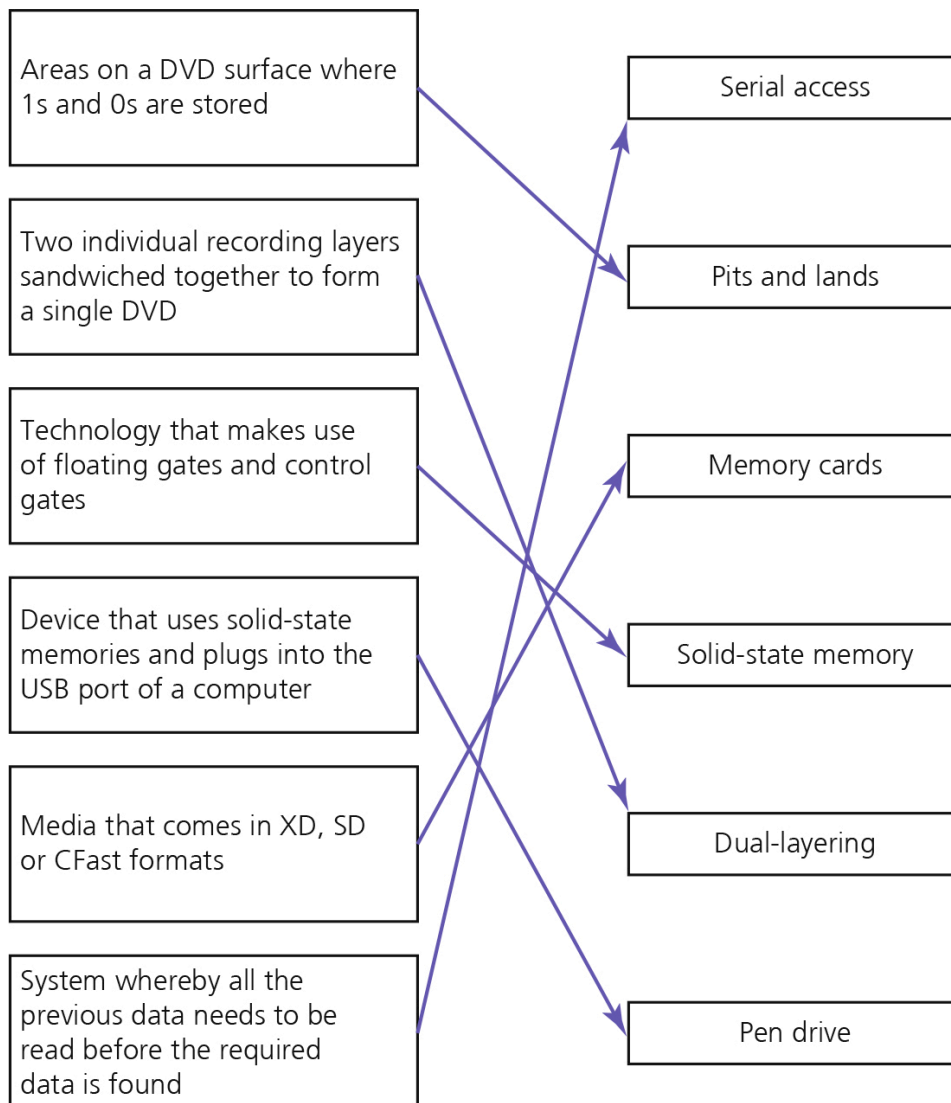
	Optical (✓)	Magnetic (✓)	Solid state (✓)
SSD			✓
Blu-ray	✓		
Pen Drive			✓
Portable hard disk drive		✓	

3 a Optical media:

- relies on optical/light properties of laser light
- laser is used to read/write data on disk
- data is stored in lands and pits
- uses red or blue laser light.

b Four from:

- SSD more reliable since there are no moving parts
- SSD considerably lighter in weight
- SSD does not need to 'get up to speed' to work
- SSD lower power consumption therefore it runs cooler
- SSD very thin because there are no moving parts
- SSD data access time is 100 times faster
- SSD data read speed is much faster.

4

- 5
- direct access
 - media
 - platters
 - latency
 - data transfer rate
 - data access time
 - Blu-ray discs
 - three-year period
 - SSD endurance
 - memory sticks

6

Statements	True (✓)	False (✓)
Both DVDs and Blu-ray discs can make use of dual-layering technology	✓	
CD-RW can act as the same as a ROM chip		✓
Solid state drives wear out very quickly due to rapid electron movements in the transistors that make up the memory matrix		✓
Cloud storage makes use of Blu-ray discs to store customers' music and photo files		✓
Platters on an HDD can be recorded on both the bottom and top surface	✓	
HDDs suffers from latency due to the time taken for a specific block of data on a data track to rotate around to the read-write head	✓	
Magnetic tapes make use of serial data access	✓	
The data transfer rate is the time taken to locate data on an HDD platter		✓
The areas on a DVD where 1s and 0s are stored are called pits and lands	✓	
A memory stick is another name for a flash drive		✓

- 7 a i** Three from:
- Blu-ray uses blue laser light/DVD uses red laser light
 - Blu-ray has a much larger storage capacity
 - Blu-ray has a secure encryption system built in
 - Blu-ray track pitch 0.3 μm compared to 0.74 μm .
- ii** Blu-ray – high definition movies/back-up hard devices, DVD – CCTV systems/recording TV programmes.
- b i** Three from:
- SSDs have no moving parts
 - SSDs have low power consumption
 - SSDs have limited endurance
 - SSDs are lightweight and thin
 - HDDs use rotating disks and read/write heads
 - HDD have high power consumption
 - HDDs suffer from latency
 - HDDs can undertake a greater number of read/write operations.
- ii** HDDs are used as cloud servers and back-up devices. SSDs are used in smartphones and tablets as the main memory.
- 8 a**
- use of cloud storage replacing users' own HDDs and SSDs
 - SSD is more reliable (no moving parts)
 - SSDs have lower power consumption (less heat generated) than HDDs
 - SSDs are much lighter and thinner (allowed development of laptops, tablets and smartphones)
 - SSDs have a much faster data access time than HDDs
- b**
- Technologies which do not need to get up to speed allow instant access
 - use of MP3 format replacing audio CDs
 - streaming is replacing the need for CDs/DVDs/Blu-ray disks
 - development of memory sticks replacing CDs and DVDs.

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4 Networks and the effects of using them

Answers to exercises

4a Student needs to print out result of running 'tracert'.

4b i 25-May-2020 – weak; dates are not good passwords

ii Pas5word – weak; one of the top ten passwords used

iii ChapTer@15 – strong; upper and lower case + numbers + other characters

iv AbC*N55! – strong; upper and lower case + numbers + other characters

v 12345X – weak: easy to guess password

Answers to exam-style questions

Answers to question 1 in this section are example answers for past paper questions. The details of the relevant past paper can be found with the corresponding exam-style question in the Student's Book.

1 a Three from:

- video camera/webcam
- microphone
- keyboard
- large screen/monitor/data projector
- speakers/headphones.

b A web conference:

- is held over the internet using TCP/IP connection/in real time, for example, webinar/webcasts/VoIP
- can be point to point (VoIP) or multicast (i.e. source data is sent from one computer to many different receiving computers)
- allows text communication
- allows video communication
- uses web browsers.

- 2** Bluetooth – data transfer rate of 3.1 Mbytes/second
WiFi – data transfer rate of 31 Mbytes/second
Bluetooth – effective range of ~30m
WiFi – effective range of ~100m
Bluetooth – maximum number of connected devices is 7
WiFi – infinite (depends on router used)
Bluetooth – key matching encryption security
WiFi – WEP and WPA security
- 3 a**
- hub and switch both used to connect devices to form a LAN
 - both use data packets
 - switch is a type of hub
 - both check/read data packets
 - in a hub, data packet sent to every device on a LAN
 - in a switch, data packet sent to a specific device
 - security is lower in a hub as all data is broadcast
 - in a switch, the destination address is looked up before data is sent
 - in a hub, all data packets are sent to all devices
 - a switch uses a MAC address to locate the destination device.
- b** a bridge:
- connects LANs together
 - scans for a device's MAC address
 - sends data out using data packets
 - connects networks together that use the same protocols
 - does not make use of routing tables
 - only has two ports.
- c**
- data packets are sent from the computer in network 'A' to the nearest router
 - the router checks IP address and notes the data packets that aren't intended for any devices on network 'A'
 - data packets are forwarded to other routers in network
 - data packets are forwarded to the router linked to network 'B' using its IP address
 - the router recognises the IP addresses of data packets referred to network 'B'
 - data packets are forwarded to the destination computer on network 'B'.
- d**
- bridges only connect LANs using the same protocols
 - routers can connect networks using different protocols
 - routers can join LANs over the internet
 - bridges only have two ports but routers have more than two.

4 a Zero login:

- allows users to log into a computer system without the need to type in a password
- relies on biometrics ...
- ... and on behavioural patterns ...
- biometrics: fingerprints, facial recognition
- behavioural: typing speed, location, how the user swipes the screen
- the systems use the above information to build up complex user profiles.

b Physical token:

- a type of hardware security device
- form of authentication ...
- ... to prove user has possession of the token
- when the PIN is entered into token, a one-time password (OTP) is created and shown on screen
- the code changes every 30 sec or so
- the OTP is typed into another device as part of a security authentication process
- can be connected or disconnected (for example, through USB).

c Electronic token:

- software installed on user's device as an app
- used to authenticate a user
- the user opens the app on a device which generates random numbers (OTP) ...
- ... which is valid for a limited amount of time
- the user enters the OTP onto the website using this type of authentication; often includes a PIN, touch ID or face ID in addition
- the website server runs the same app
- both the user and the website use synchronised clocks and therefore generate the same OTP.

5 Feature	Router (✓)	Switch (✓)	Hub (✓)
Used to connect devices together to form a local area network (LAN)		✓	✓
The destination MAC address is looked up before the data packet is sent to the correct device		✓	
Used to connect LANs to other, external networks	✓		
Uses both MAC and IP addresses to enable data packets to be sent to the correct device on another network	✓		
All data packets are sent to all the devices on the network			✓
Data packets are sent only to a specific device on the same network		✓	

6 a Virus – a program which replicates; the intention is to delete, corrupt or alter files/data to prevent normal running of a computer.

b Three from:

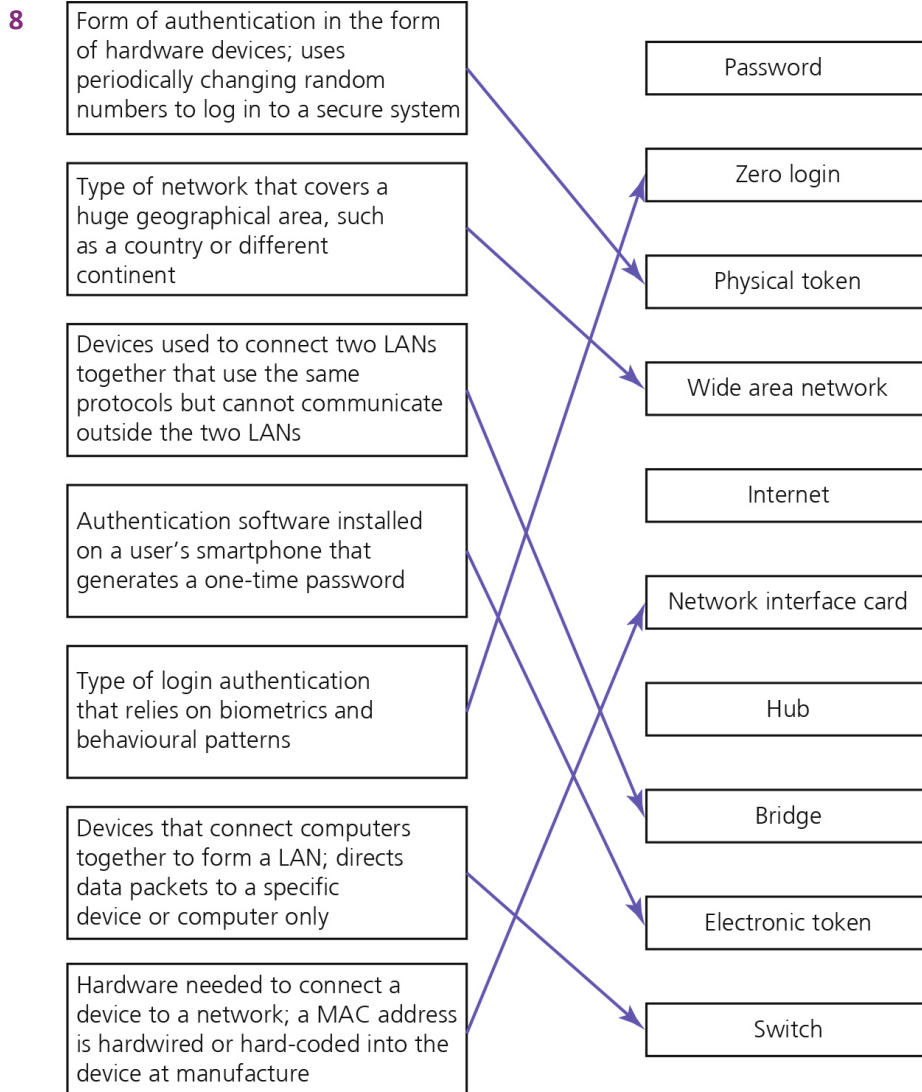
- checks software or files before they are run or loaded onto a computer
- compares a potential virus against database of known viruses
- carries out heuristic checking (checking on behaviour of a program/file that could indicate it is a virus)
- puts infected files or programs into quarantine
- automatically deletes the virus or allows the user to make the decision
- runs in the background

7 a

- a magnetic stripe card is swiped through a reader.
- data, such as name, ID, sex, date of birth will be read
- might also request other authentication such as PIN, finger ID, face ID
- scanned data matched with data stored on a database
- if they match, entry is permitted.

b

- require use of PIN, for example
- include a chip making them contactless, a chip can contain data such as PIN or biometric data
- use holographic image on cards to stop photocopying
- photographic image of user printed on cards; this could also be stored on the chip to prevent fraudulent use.



9 a Cloud computing:

- computing resources that can be accessed on separate and remote servers
- cloud computing can refer to storage or applications
- may be hundreds of servers in several locations
- the same data is stored on more than one database in case of maintenance and/or repair (data redundancy)
- three types of cloud storage: public, private, hybrid.

b Three from:

- files can be accessed at any time, in any location, on any device
- there is no need to carry external storage with you; not even necessary to take a computer containing files with you
- the cloud provides users with remote, automatic back-up
- the cloud allows recovery of data if the customer's hard drive fails on their own computer
- it offers unlimited storage capacity.

- c** Three from:
- it is not always secure
 - if there is a poor internet connection, or none, the cloud cannot be used
 - it can be expensive if large amounts of storage needed
 - the potential failure of cloud storage companies is always possible; poses risk of losing all back-up data.
- 10 a** "A" = hub
- b** "B" = hub/switch, "C" = hub/switch, "D" = bridge
- c** "E" = hub/switch, "F" = router

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5 The effects of using IT

Answers to exam-style questions

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1 a Three from:

- people do not have to do manual tasks anymore
- gives people more time for leisure, hobbies or socialising
- no need to stay at home to do cooking, washing clothes
- devices can be controlled from a smartphone or tablet remotely
- automated burglar alarms give a sense of security
- smart fridges/freezers lead to a healthier lifestyle
- devices are more energy efficient
- easier to 'program' devices to do a number of tasks.

b Three from:

- can lead to unhealthy lifestyles due to reliance on ready-made meals
- tend to make people lazy due to machine dependence
- people become less fit since devices do all the work
- loss of household skills
- cybersecurity risks
- wasteful since devices are thrown away when it breaks down
- can be more complex to operate
- leaving devices on stand-by is wasteful of energy.

2 Neck/back strain:

- use fully adjustable chairs and tilting screens
- can be difficult to get a comfortable position if there are too many adjustments.

RSI:

- correct posture using adjustable chairs
- take regular breaks and exercise
- use voice-activated software and ergonomic keyboards
- voice-activated software can annoy others
- voice-activated software is expensive but can remove many RSI risks
- regular breaks do not cost money, but exercise needs to be the correct type.

Eyestrain:

- take regular breaks and exercise
- use anti-glare screens
- have eyes tested on regular basis
- anti-glare screens only work if other factors are correct (for example, correct lighting)
- glasses on their own will not be totally effective
- eye tests can also help with neck strain since it is easier to read the screen.

Headaches: see notes above on eyestrain

Ozone irritation:

- poor ventilation in the room
- need for a dedicated printer room
- use inkjet printers instead
- only works if the printer room is properly ventilated
- using a dedicated room avoids the need to change the printers.

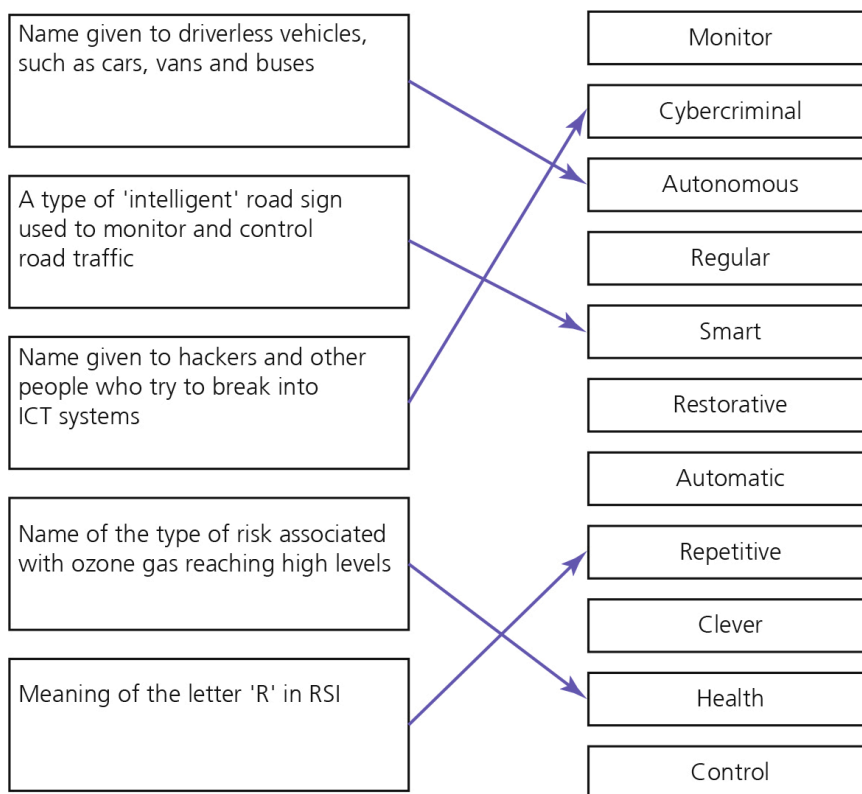
3 a Potential security issues:

- potential virus risks
- hacking into devices which are remotely controlled
- if not password-protected this might allow a criminal to gain personal data (for example, a central heating system might contain holiday dates)
- if a fridge/freezer automatically orders food, it is possible to gain credit card details
- important to password protect every device if possible.

b

	True (✓)	False (✓)
Using microprocessors has increased the longevity of devices in the home, therefore reducing waste		✓
Microprocessor-controlled devices are far more energy efficient	✓	
Smart televisions are an example of a labour-saving device		✓
Microprocessor-controlled devices in the home are not vulnerable to attack by viruses or hackers		✓
Microprocessor-controlled devices, such as smartphones, have no impact on social interactions		✓

4



5 a Advantages:

- if there is accident or traffic congestion, smart signs can keep traffic moving ...
- ... or warn traffic to leave the road
- improved safety since traffic can be warned in advance of adverse weather or an accident
- can give helpful information such as time to next junction.

b Risks:

- hacking or virus
- if system is 'taken over' then there are potential safety risks.

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6 ICT applications

Answers to exercises

6a Answers with student explanation of how the feature is to be used:

- search and replace
- margins
- cut and paste
- import
- spellchecker
- drawing
- type fonts/size
- tables.

6b Posters printed out by the student.

6c Advantages with student explanation:

- no need to buy physical copies of books
- no need for customers to carry heavy books around with them
- can read anywhere
- easy to page mark
- easier to use text in customers' documents.

Disadvantages with student explanation:

- sometimes harder to read than a book
- devices are not cheap to buy
- no physical object to own.

6d Spreadsheet produced and printed out; makes use of graphics.

6e Pilot training – Easier/safer to make changes to a model

Environmental modelling – Takes too long to get results back from the real thing

Simulating bridge loading – Cost of building the real thing is too expensive

Nuclear reactor model – Some situations are too dangerous for humans

Space exploration – It is almost impossible to do the tasks for real

6f Examples:

- bottling plant
- canning plant
- car production
- television production
- clothing manufacturing.

Look for functions such as:

- filling bottles/filling cans
- labelling
- fitting caps/welding cans
- spraying bodies/panels
- fitting windscreens
- weld body shell
- fit screen into surroundings
- fit electronic components
- control linking of fibres and so on.

Look for advantages such as:

- faster operations
- greater productivity (the production can run 24 hours a day, every day)
- greater consistency
- built-in quality control
- reduced cost to the consumer.

Look for disadvantages such as:

- deskilled workforce
- expensive to set up
- any changes to designs or process need human to intervene, reprogram, etc.

6g

- days selected
- flight lines selected
- destination + departure airports selected
- number of passengers input
- credit/debit card details input
- passenger information provided
- one seat allocated, removed (flagged) on database to stop double-booking
- ticket sent as QR code.

6h 1 Advantages:

- most efficient route
- more deliveries per day
- faster way/service.

2 Disadvantages:

- cannot always take roadworks into account
- expensive software
- sometimes the most logical route is not the fastest.

6i Sequence: A, D, C, E, G, J, distance: 49 km**6j 1** For example: **a** Identification of chemical

- gather identification techniques from chemists and sources such as the internet/books
- this data is entered into a knowledge base ...
- ... in the form of objects and attributes
- ... for example, object: sodium chloride
 - attribute: yellow flame test
 - attribute: white precipitate with silver chloride
- rules base is also created containing inference rules
- for example, if flame test = yellow THEN it contains sodium, etc.
- develop the user interface as a series of Yes/No questions
- for example, is the chemical white in colour? Yes/No
- finally, the system is tested with data with a known outcome so that the performance of the expert system can be judged.

2 For example: **2b** identify an 'unknown' chemical compound

Object	Flame Test	Add silver nitrate	Add barium nitrate	Solution colour
Sodium chloride	Yellow	White ppt	No change	Colourless
Copper sulphate	Blue	No change	White ppt	Blue
Potassium chromate	Lilac	Blood red ppt	Yellow ppt	Yellow/orange

- Is the colour change yellow? *NO*
- Is the flame test yellow? *NO*
- Is there a precipitate with silver nitrate? *NO*
- Is there a precipitate with barium nitrate? *YES*
- Is the precipitate colour white? *YES*
- Conclusion: The chemical found is *copper sulphate*

- 6k 1** knowledge base
2 explanation system
3 expert system shell
4 rules base
- 6l 1** Article printed out showing pros and cons of shopping online.
2 Examples: supermarkets, libraries, luggage handling at airport. Could use RFID tags in some applications. Barcodes are still widely used because they are simple, widespread and cheaper than other systems such as RFID.
- 6m •** car number plate read by camera
- OCR software identifies characters on number plate
 - allows speeding cars to be identified
 - allows car routes to be monitored
 - allows lanes to be closed or opened to improve traffic flow.

Answers to exam-style questions

Answers to questions 2, 4, 5 and 7 in this section are example answers for past paper questions. The details of the relevant past paper can be found with the corresponding exam-style question in the Student's Book.

- 1 a**
- cameras take an image of number plate/front of vehicle
 - the image is saved
 - software determines where on the image the number plate is
 - converts number plate to text ...
 - ... conversion by OCR to produce text file
 - sends a text file
 - compares the text with data stored on a database
 - confirms that the driver is authorised.
- b**
- both use direct data entry systems
 - both are used to communicate with a reader
 - RFID chips can be read from a greater distance than barcodes
 - barcodes need to be in line of sight with the reader
 - RFID chips can be uploaded more easily
 - RFID chips can be read at a faster rate
 - RFID chips are more robust
 - RFID chips are more secure/harder to forge.
- c**
- point a smartphone or tablet camera at the QR code
 - use a QR app to access the camera on the phone/tablet
 - a QR image is taken and software (in app) interprets the QR code
 - the information in the QR code then displays on the device, or sends user to a website containing more data.

- d i** NFC = near field communication:
- uses RFID technology
 - chips are passive (no power).
- ii** this is peer-to-peer; the mobile phone is held close to a reading device
- NFC reader (up to 5 cm)
 - when payment has been initiated, NFC device and smartphone pass encrypted data back and forth to each other
 - all communications are encrypted
 - encrypting is dynamic (changes with every transaction)
 - makes use of tokenisation.
- 2 a**
- open a word processor
 - take photos/search for images
 - upload images from a camera/HDD/CD-ROM/memory card
 - scan the photos from archive material
 - save the photos to file
 - open the text files
 - import the photos into the document
 - copy/edit/resize the photos
 - import previously saved text
 - position/place the photos
 - wrap the text
 - proofread the document
 - save the completed document.
- b**
- the language/dialect used in checking spelling could be different (for example, English – UK/USA)
 - names/proper nouns might be highlighted in error but are acceptable if no suggestion is given (for example, where, were, wear)
 - a spell checker may not understand the word if it is badly spelt
 - the word may not exist in the spell checker dictionary/dictionary may not be up to date.
- 3 a** Three from:
- safer, as humans could be injured by rock falls
 - easier to replace a robot rather than trained miner
 - robots do not require wages so they can be cheaper over time
 - robots can work continuously
 - robots can work in hazardous conditions
 - robots may be more productive.

- b** Two from:
- any changes needed to mining equipment/rock type requires reprogramming of the system
 - reprogramming takes time
 - reprogramming can increase the cost
 - setting up the robot in the mine will be dangerous for humans
 - expensive to maintain/repair
 - the initial cost of a robot is high.
- 4 a**
- the washing machine sends out a radio signal to read the data from the RFID
 - RFIDs act as passive transponders
 - clothing has a battery attached to the RFID
 - a radio signal given out by the chip is read by the receiver using its antenna.
- b**
- stops material being incorrectly washed
 - stops coloured items of clothing being in the wrong wash
 - stops clothing of different material being washed with others
 - allows the wash cycle to be set automatically
 - washing machine will know the amount of water to use, so will not waste water.
- 5 a** Three from:
- cheaper than building the real thing
 - quicker to see results rather than physically building it
 - safer than building the real thing
 - easier to change variables in a model
 - can use ‘what if’ scenarios.
- b**
- sensors out in the bay initiate a faster response to flooding
 - safer as flood watchers are not put in danger from rising water
 - data collected is more accurate – data collection is continuous
 - data readings can be taken more frequently
 - people in the city can be alerted faster to danger
 - predictions can be made from data more easily.
- c**
- microprocessor reads data from sensors
 - microprocessor has a set of pre-stored values
 - microprocessor compares readings from sensors with pre-set values
 - ... if higher, the microprocessor sends signals to the actuator to close the barrier
 - ... if lower, the microprocessor sends signals to the actuator to open the barrier.

6 Four from:

- speeds up booking process
- no need for customer to travel to theatre, saving them travelling time
- no queuing
- reduces postage cost
- can amend booking at any time
- can book several shows
- no double-booking
- can book from anywhere, at any time.

7 Advantages:

- can 'bank on the move' therefore no need to visit a bank
- less physical money therefore safer
- available 24/7
- available anywhere in the world
- no need to go to the bank therefore saves money
- no need to go to the bank therefore saves time.

Disadvantages:

- fewer branches are available to customers
- non-IT literate users, or those that do not have internet access, are left out
- need to buy a computer
- chance of bank fraud
- physical money cannot be withdrawn/deposited
- easier to mismanage account.
- It is easier to make errors with online banking and transfer money incorrectly to different accounts.

8 Advantages of internet shopping:

- There is no longer a need to travel into the town centre, thus reducing costs (money for fuel, bus fares, etc.) and saving time; it also helps to reduce town centre congestion and pollution.
- Users now have access to a worldwide market and can thus look for products that are cheaper; this is obviously less expensive and less time consuming than having to shop around by the more conventional methods; they will also have access to a much wider choice of goods.
- Elderly people and people with disabilities can now access shops without the need to leave home, which can be of great benefit.
- Because it is online, shopping can be done at any time on any day of the week (i.e. 24/7, which is the term now used) – this is particularly helpful to people who work during the day, as the shops may normally be closed when they finished work.

- People can spend more time doing other things, for example, going shopping to the supermarket probably took up a lot of time; by doing this online (for example, setting up repeat items) people are now free to do more leisure activities.
- There are often long queues at checkouts at the shops, so internet shopping saves time.
- The shops save money by not having as many staff working for them (reduced wage bill) or hiring of high-street premises (reduction in rental costs) – these savings are often passed on to the customer in the form of cheaper goods.

Disadvantages of internet shopping:

- There is the possibility of isolation and lack of socialisation if people stay at home to do all their shopping.
- There are possible health risks associated with internet shopping because of lack of exercise; if people physically go shopping then they are getting some exercise.
- Security issues are a major concern (for example, hacking, stealing credit card details, etc.) as are viruses and other malware (for example, phishing, pharming and so on).
- Accidentally using fraudulent shopping websites is always a risk and this is linked to security issues.
- It is necessary to have a computer and to pay for the internet to take part in online shopping.
- Unlike high-street shopping, it is only possible to see a picture of the goods, which might not portray the exact colour; you cannot try on an item of clothing to see if it fits before buying it; you also have to wait several days for the goods to arrive; returning goods can also be expensive.
- High-street shops are closing because of the increase in internet shopping and this is leading to 'ghost towns' forming.

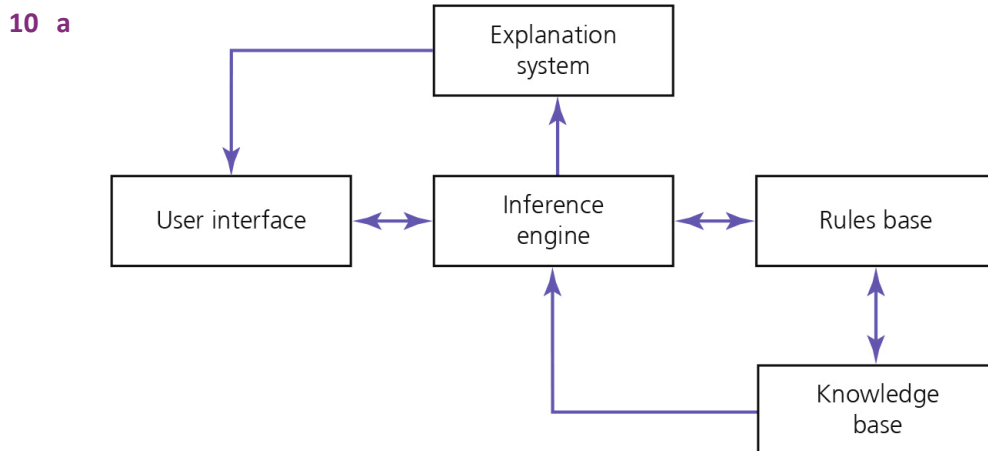
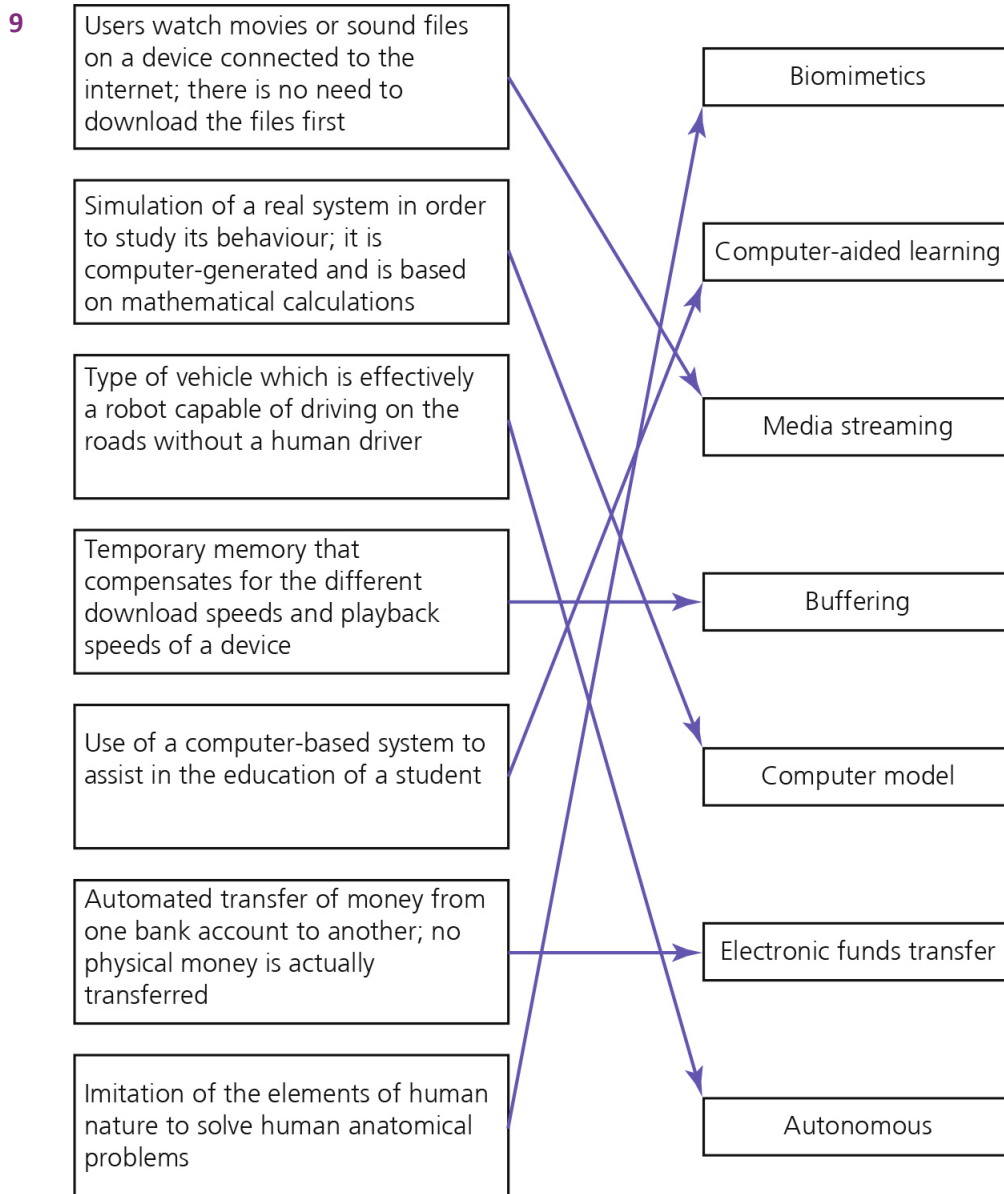
Effects on companies due to the spread of internet shopping:

Advantages

- Companies can save costs here because fewer staff need to be paid and it is not necessary to have as many shops in high streets to deal with potential customers.
- Because the internet is global, the potential customer base is increased.

Disadvantages

- There will be some increased costs, however, because of the need to retrain staff and the need to employ more staff in despatch departments.
- There are also costs due to the setting up and maintaining of websites to enable internet shopping.
- Because there is very little or no customer-employee interaction, this could lead to a drop in customer loyalty, which could lead to loss of customers (this could also be brought about by the lack of personal service associated with internet shopping).



- b i** Explanation system:
- informs users of reasoning behind expert system conclusions and recommended actions
 - gives the percentage probability of accuracy of conclusions.
- ii** Inference engine:
- the main processing element of expert system
 - acts as a search engine examining the knowledge base for information that matches the queries
 - the problem-solving part of expert system which uses inference rules from a rules base
 - the inference engine attempts to use the gathered information from the user to find an object that matches.
- iii** Knowledge base:
- repository of facts
 - stores all knowledge about an area of expertise obtained from a number of experts
 - collection of objects and their attributes.
- iv** Rules base:
- set of interface rules
 - ... which are used by an inference engine to draw conclusions
 - follows logical thinking, such as IF ... THEN.
- v** User interface:
- expert system interacts with the user through dialogue boxes or command prompts
 - usually has Yes/No answers and is based on responses from previous answers.
- c**
- an interactive screen is presented to the user
 - the system asks a series of questions about the fault found in the computer
 - the user answers the questions asked
 - a further series of questions are asked based on the user's previous responses
 - the inference engine compares faults entered with those in the knowledge base looking for "known faults and their causes"
 - once a match is found, the system suggests a remedy for the fault
 - the system will give reasons for its recommendations including the probability that the recommendations given will cure the fault
 - the output will be in the form of text or a series of drawings showing internal components and how to repair/replace them
 - the user can request further information from the expert system.

11	Statement	True (✓)	False (✓)
	NFC can work up to 50 metres away		✓
	The RFID chip consists of a tag and an antenna		✓
	GIS systems require complex command language interfaces	✓	
	Satellite signals are unaffected by bad weather and physical obstructions, such as tree branches		✓
	Building a computer model is much cheaper than building the real thing	✓	
	One advantage of CAL is the ability of the student to stop at any point and resume from where they left off at a later date	✓	
	The first step in processing a cheque by taking an electronic image is called 'out clearing'	✓	
	Electronic funds transfer is a very insecure payment method		✓
	3D printing uses five different coloured bio-ink cartridges (black, bio-grade black, cyan, yellow and magenta)		✓
	Strategic games, such as chess, can be run on an expert system	✓	

Student's Book answers

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7 The systems life cycle

Answers to exercises

7a i alphanumeric/text

ii character

iii text

iv Boolean

v alphanumeric

vi numeric: integer

vii numeric: currency

viii numeric: real/decimal

ix numeric: date

x numeric: time

7b 1 a presence, length, format

b for example: aybs34ab

c for example:

153416135 would fail length and format check

<blank field> would fail presence check

[Note: use of alphanumeric is NOT a good validation check since any number-letter combination would pass the validation check]

2 Name: text

Date of birth: format check

Telephone number: alphanumeric check

Order ref number: length check

Sex: presence check

Primary key field: order ref number (should be unique)

7c

HODDER CAR SALES	
Registration number of vehicle:	<input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/>
Make of car:	<input style="width: 30px; height: 20px;" type="text"/> ▼ <input style="width: 30px; height: 20px;" type="text"/> ▼
Model of car:	<input style="width: 30px; height: 20px;" type="text"/> ▼
Price: \$	<input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/>
Date first registered:	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <input style="width: 30px; height: 20px;" type="text"/> ▼ Day </div> <div style="text-align: center;"> <input style="width: 30px; height: 20px;" type="text"/> ▼ Month </div> <div style="text-align: center;"> <input style="width: 30px; height: 20px;" type="text"/> ▼ Year </div> </div>
New:	<input type="radio"/>
Used:	<input checked="" type="radio"/>
<div style="display: flex; justify-content: space-between; align-items: center;"> ◀ LAST RECORD NEXT RECORD ▶ </div>	

7d 1

Data item	Field	Normal	Abnormal	Extreme
15	month		✓	
12	month	✓		✓
07	month	✓		
1.6	month		✓	
1	month	✓		✓
0	month		✓	
13	month		✓	
March	month		✓	
1	day	✓		✓
31	day	✓	✓	(✓)
18	day	✓		
Tuesday	day		✓	
45	day		✓	
0	day		✓	
30	day	✓	✓	(✓)
0001	year	✓		(✓)
2021	year	✓		
90.55	year		✓	
-25	year		✓	
1854	year	✓		

2 presence check

Using drop down boxes would avoid errors.

- 3** Name of resort: Bognor Regis (normal)
(presence check): A41322FF (abnormal)
Daily temp (average): 21 (normal)
(range check):
35 (normal)
5.6 (abnormal)
twenty-one (abnormal)
-15 (normal)
-18.6 (abnormal)
Hours of sunshine: 0 (extreme)
(range check):
24 (extreme)
12 (normal)
11.5 (abnormal)
-2 (abnormal)
twenty-one (abnormal)
32 (abnormal)

Answers to exam-style questions

Answers to questions 2 and 3 in this section are example answers for past paper questions. The details of the relevant past paper can be found with the corresponding exam-style question in the Student's Book.

- 1 a** (d) Format check
b (c) Range check
c (b) Presence check
d (a) Length check
e (c) 30th May 2024
f (e) Validation can check that data entered is correct
g (c) 20 and 80
h (d) Abnormal
i (a) Serial changeover
j (d) Observing workers doing the tasks

2 a

	Tick (✓)
Inputs to the current system	
Data capture forms	✓
Report layouts	✓
Limitations of the system	
Observation methods	
Improvements to the system	
User and information requirements	
Validation routines	✓
Problems with the current system	
File structures	✓

b this is data that has been used with current system/data not created for test purposes ...
... therefore expected results are known

c Three from:

- program listing
- program language used
- program flowchart/algorithms
- system flowchart
- minimum memory requirements
- known 'bugs'
- file structures
- list of variables
- sample runs (and results)
- validation rules.

3 a

Field name	Data type
Breed_of_cow	Text
Date_of_birth	Date
Weight_of_cow	Numeric: decimal/real
Average_milk_yield	Numeric: decimal/real
Animal_passport_number	Text

b Animal_passport_number

c format check

data in format: 3 digits/4 digits

length check

length of EXACTLY eight characters

4	Description of component	Technical documentation (✓)	User documentation (✓)
	How to sort the data		✓
	Hardware requirements	✓	
	How to load and run the software		✓
	Program flowcharts/algorithms	✓	
	Troubleshooting guide/FAQs		✓
	Validation rules/routines	✓	
	Purpose of the system	✓	✓
	Program listing/coding	✓	
	Glossary of terms		✓
	Meaning of error messages	✓	✓

5 Analysis

Design

Development and testing

Implementation

Documentation

Evaluation

6 a Direct implementation

b Pilot implementation

c Length check

d Design stage

e Modules (modular design)

- 7 a
- compare the final solution with the original task
 - identify any limitations of the system
 - identify any necessary improvements that need to be made
 - evaluate the user's responses to using the new system
 - compare test results from the new system with results from the old system
 - compare performance of the new system with performance of the old system
 - observe users performing set tasks (compare old with new)
 - measure the time taken to complete tasks (compare old with new)
 - interview users to gather responses about how well the new system works
 - give out questionnaires to gather responses about the ease of use of the new system.

- b** feedback from end-users, two from:
- newer, more modern equipment
 - obsolescence
 - changes in the company that require updating of the hardware.
- c** feedback from end-users, two from:
- changes in company structure/how the company works
 - no longer supported
 - changes in legislation that require software modifications.
- 8 a** range check – numbers must be between 1 and 100 (inclusively)
type check – data needs to be numeric only
- b** Normal:
- data which is acceptable/valid ...
 - ... with an expected/known outcome
 - for example, month can be in range 1-12
- Abnormal:
- data outside the limits of acceptability/validity
 - should therefore be rejected/cause an error message
 - for example, month: <1 or >12 or non-numeric value or non-integer values
- Extreme:
- data at the limits of acceptability/validity
 - for example, month can be 1 or 12 only

c

	Normal (✓)	Abnormal (✓)	Extreme (✓)
52	✓		
1			✓
104		✓	
100			✓
twenty-five		✓	
99	✓		

- d** This is data that has been used with current system/data not created for test purposes ... therefore expected results are known.

Live data is used to test a new system, to make sure that the results of the new system match the results from the old system.

9 a Three from:

- obsolescence of existing equipment
- changes to requirements or changes in law (for example, safety requirements or environmental issues)
- old equipment cannot operate at the required levels
- there is no longer hardware and/or software support
- newer, more efficient and cleaner equipment
- the need to keep pace with competitors.

b Two from:

observation:

- possible to get better overall view of the current system
- results/data obtained are more reliable
- a relatively inexpensive method
- all inputs and outputs of the current system can be reviewed.

interviews:

- an analyst can probe more deeply how to get information needed
- can modify questions depending on previous responses
- body language and facial expression are key to truthful comments
- first-hand information from users.

questionnaires:

- very quick method of gaining data
- relatively inexpensive method
- individuals can be anonymous therefore there may be more truthful answers
- quick analysis is possible
- can be filled in at an interviewee's convenience.

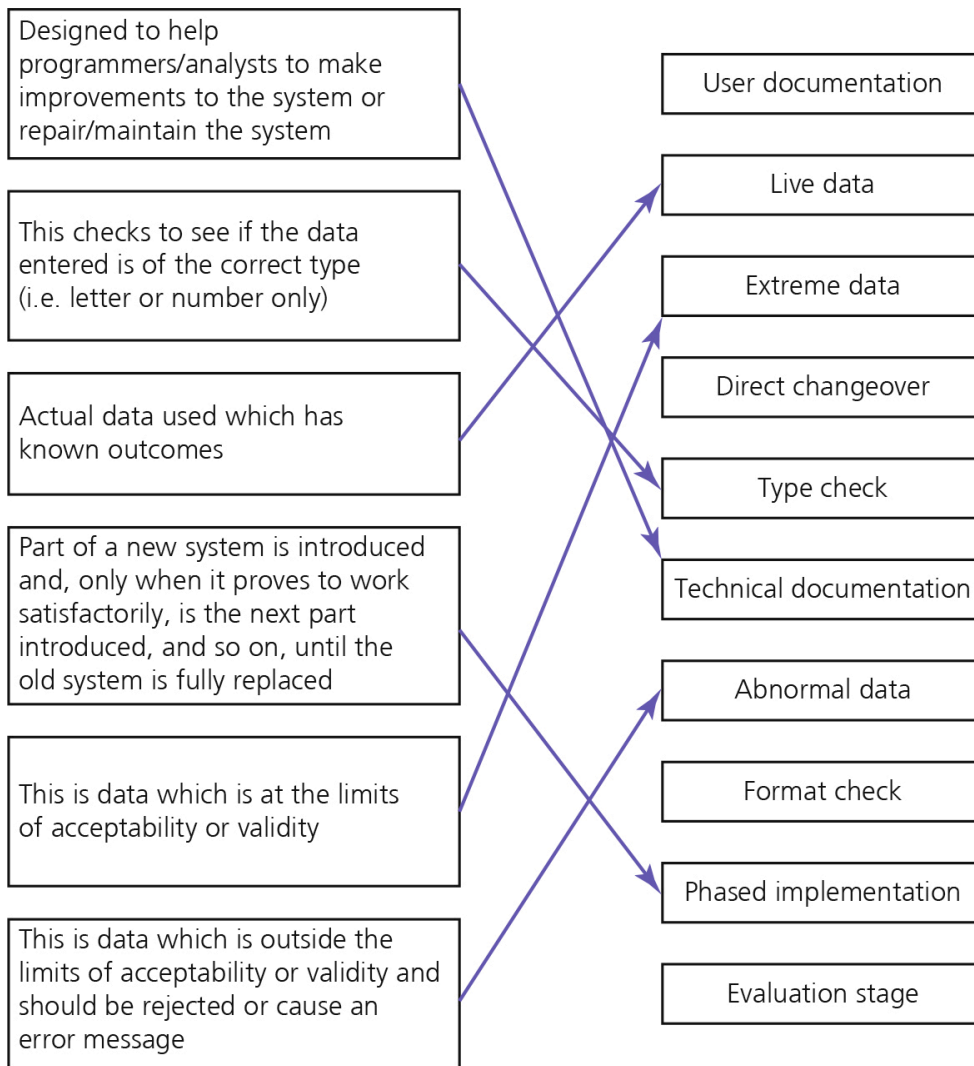
existing paperwork:

- information could be obtained which may not be possible by the other methods
- an analyst can see for themselves how the paper system operates.

c Direct changeover:

- the company cannot go offline for more than eight hours
- therefore, none of the other phasing in methods will work
- the system needs to be changed overnight.

10



Student's Book answers

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8 Safety and security

Answers to exercises

- 8a** Print out of the student's assessment, checked against criteria in the textbook.
- 8b** Print out of the student's article using section 8.2 of the textbook as the basis.
- 8c** Print of the student's findings/checked against criteria in the textbook.
- 8d**
- i** 25-Apr-2005 – weak – date (possibly a birthday)
 - ii** Password1 – weak – easy to guess
 - iii** ChapTer@06 – strong – mixture of characters
 - iv** rX!3&tp% – strong – mixture of characters
 - v** 111111" – weak – easy to guess

Answers to exam-style questions

Answers to questions 2 and 3 in this section are example answers for past paper questions. The details of the relevant past paper can be found with the corresponding exam-style question in the Student's Book.

- 1 a** Three from:
- electrocution
 - fire hazard
 - tripping hazard
 - personal injury.

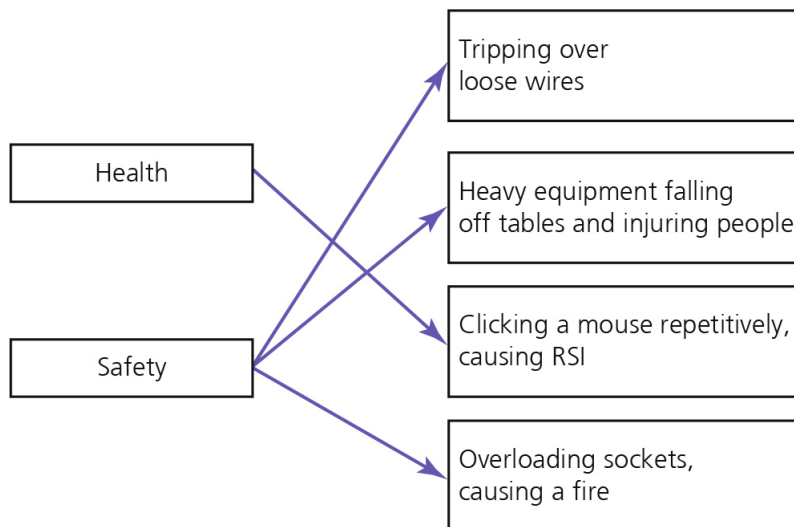
b

Electrocution	Fire hazard	Tripping hazard	Personal injury
<ul style="list-style-type: none"> no drinks in the room check wires on a regular basis and replace if worn all equipment must be regularly checked use of an RCB 	<ul style="list-style-type: none"> do not overload sockets do not cover cooling vents on equipment do not let dust accumulate in equipment good ventilation use low voltage equipment have CO₂/dry powder fire extinguishers 	<ul style="list-style-type: none"> use cable ducts to make wires on the floor safe cover exposed wires under desks etc. use wireless/ Bluetooth connectivity wherever possible 	<ul style="list-style-type: none"> use desks strong enough to take the weight of the equipment use desks large enough so that equipment is not too near the edge (and can fall off)

2 Three from:

- encrypt passwords
- change passwords on a regular basis
- only being asked for, or providing, a limited number of characters in a password
- two-factor authentication

3



- 4 a**
- Giving out personal information to people you do not know could be used to carry out identity theft.
 - Sending out photos of yourself to people you do not know could lead to identity theft or somebody impersonating you.
 - Privacy settings may allow strangers to see photos of yourself on social media sites.
 - Photos you post can link you to a place or an address (for example, if they show the number plate on a car because it is possible to find your address from this information, or if they show some form of school uniform this gives somebody information about where they can find you).
 - Always maintain privacy settings to stop 'non-friends' from contacting you and also make sure you control who has access to your profile.
 - Making friends with people you do not know is very risky as people may not be who they say they are (many of the photos on social media sites are false).
 - It is very dangerous to use your real name in public social networking sites, instant messaging or chat rooms.
 - It is very dangerous to enter private chat rooms with strangers.
 - A user should never arrange to meet anyone for the first time on their own and should always tell an adult first.

b Personal, two from:

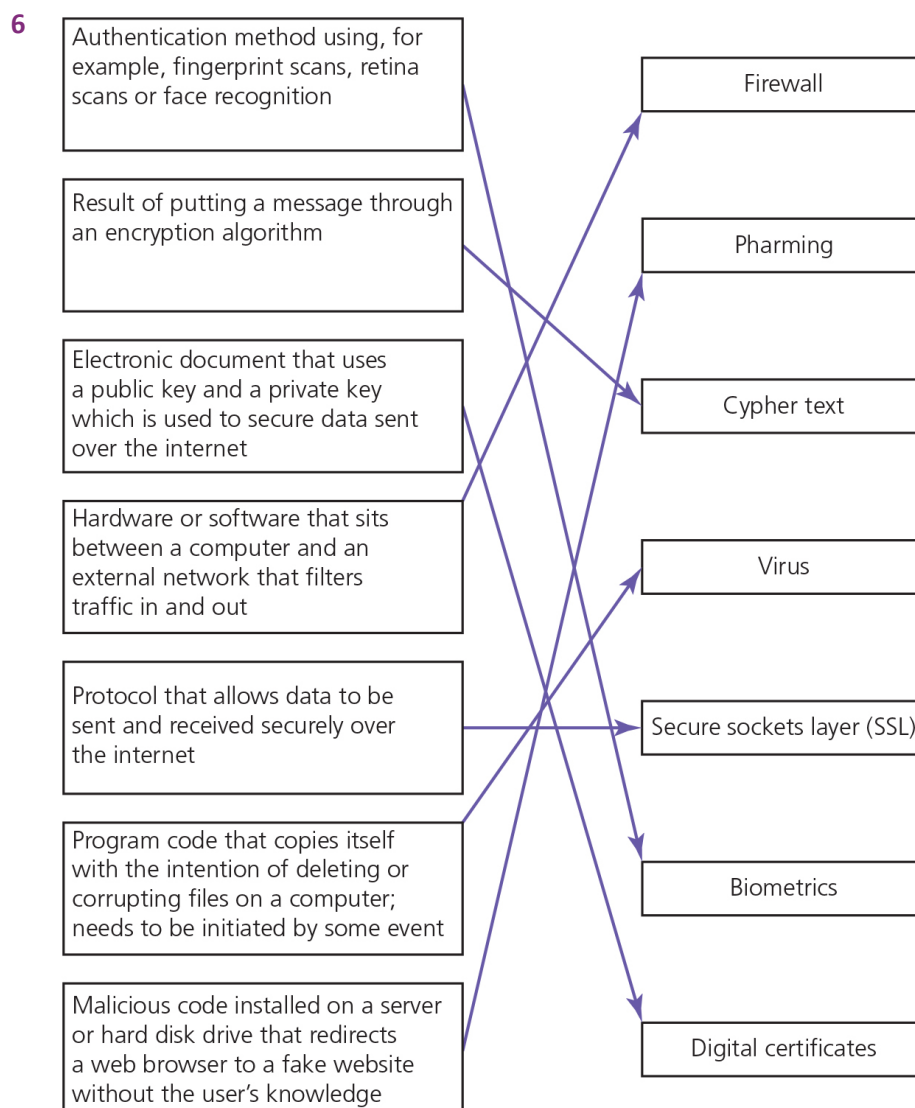
- name
- address or email address
- ID card number/passport number
- IP address
- cookie ID
- advertising identifier on mobile phone
- date of birth
- banking details
- personal photographs.

Sensitive, two from:

- ethnicity/racial origin
- political views
- member of a political party
- member of a trade union
- religion/philosophical beliefs
- sexual orientation/gender
- non-serious criminal records
- medical history
- genetic data/DNA
- biometric data.

5

Description of risk	Health (✓)	Safety (✓)
Tripping over a loose wire on the floor		✓
Headaches caused by the glare from a computer screen	✓	
Risk of electrocution caused from damaged insulation on an electric cable		✓
Broken leg injury caused by falling equipment		✓
Irritation of the eyes caused by ozone gas coming from a laser printer	✓	
Repetitive strain injury caused by repeated use of a keyboard	✓	
Neck strain from sitting in a prolonged position in front of a computer monitor	✓	



- 7**
- e-safety
 - sensitive data
 - privacy settings
 - hacking
 - phishing
 - link
 - smishing
 - encrypted
 - secure sockets layer
 - digital certificate
 - authenticity.
- 8 a** Software or hardware which sits between computer and external network and filters incoming and outgoing network traffic. Any traffic not meeting certain criteria is blocked and gives a warning to the user.
- b** Four from:
- to examine the 'traffic' between user's computer (or internal network) and a public network (for example, the internet)
 - to check whether incoming or outgoing data meets a given set of criteria
 - if the data fails the criteria, the firewall will block the 'traffic' and give the user (or network manager) a warning that there may be a security issue
 - the firewall can be used to log all incoming and outgoing 'traffic' to allow later interrogation by the user (or network manager)
 - criteria can be set so that the firewall prevents access to certain undesirable sites; the firewall can keep a list of all undesirable IP addresses
 - it is possible for firewalls to help prevent viruses or hackers entering the user's computer (or internal network)
 - the user is warned if some software on their system is trying to access an external data source (for example, automatic software upgrade); the user is given the option of allowing it to go ahead or request that such access is denied.

- 9 a** copying of credit/debit card ...
- ... using a skimmer ...
 - which copies all the data on the magnetic stripe
 - this data is copied to magnetic stripe on a fake card
 - if the card has a chip, a shimmer is used
 - this copies chip and magnetic stripe data to produce a fake card
 - it does not clone the chip, so the card can only be used for online purchases.
- b** fingerprint patterns are scanned ...
- ... and saved on a database
 - the system compares patterns of ridges and valleys
 - when scanned, the fingerprint is compared to one stored on a database.
- c** a pair of files on a user's computer ...
- ... used to secure data sent over the internet
 - files are divided into public key and private key
 - these are shared between user and website to authenticate both parties
 - made up of six parts (email of sender, digital certificate owner, serial number, expiry date, public key, certificate authority digital signature).
- d** altering characters in data using an encrypted key ...
- ... so that data intercepted is unreadable without access to the same key
 - when data undergoes encryption it is called cypher text; original data is called plain text.
- e** voicemail phishing
- uses voicemail messages to trick a user into calling a phone number contained in the message
 - the user, on calling the number, will be tricked into supplying personal data thinking the number is legitimate.
- 10 a** Three from:
- fingerprint/thumbprint scans
 - signature recognition
 - retina scans
 - iris recognition
 - face recognition
 - voice recognition.

b

Biometric technique	Advantages	Disadvantages
Fingerprint scans	<ul style="list-style-type: none"> • very high accuracy • one of the most developed biometric techniques • very easy to use • relatively small storage requirements for the biometric data created 	<ul style="list-style-type: none"> • for some people it is very intrusive, since it is still related to criminal identification • it can make mistakes if the skin is dirty or damaged (for example, cuts to the finger)
Signature recognition	<ul style="list-style-type: none"> • non-intrusive • requires very little time to verify (about five seconds) • relatively low-cost technology 	<ul style="list-style-type: none"> • if individuals do not sign their names in a consistent manner there may be problems with signature verification • high error rate of 1 in 50
Retina scans	<ul style="list-style-type: none"> • very high accuracy • there is no known way to replicate a person's retina pattern 	<ul style="list-style-type: none"> • it is very intrusive • it can be relatively slow to verify retina scan with stored scans • very expensive to install and set up
Iris recognition	<ul style="list-style-type: none"> • very high accuracy • verification time is generally less than 5 seconds 	<ul style="list-style-type: none"> • very intrusive • uses a lot of memory for the data to be stored • very expensive to install and set up
Face recognition	<ul style="list-style-type: none"> • non-intrusive method • relatively inexpensive technology 	<ul style="list-style-type: none"> • it is affected by changes in lighting, the person's hair, their age and if the person is wearing spectacles
Voice recognition	<ul style="list-style-type: none"> • non-intrusive method • verification takes less than 5 seconds • relatively inexpensive technology 	<ul style="list-style-type: none"> • a person's voice can be easily recorded and used for unauthorised access • low accuracy • an illness, such as a cold, can change a person's voice, making absolute identification difficult or impossible

- 11 a** the ability of a user to prove who they are – three common factors:
- something you know (for example, PIN)
 - something you have (for example, mobile phone)
 - something unique to you (for example, biometrics).
- b** a form of verification which requires two methods of authentication to verify who user is, for example:
- an 8-digit PIN is sent to somebody's smartphone (known as on-time password/code or OTP)
 - this is layered into, for example, a website which then authorises the user
 - the number is valid for a limited time period.
- 12 a**
- protects email contents which may be sensitive in nature
 - encrypted emails are useless without decrypting key
 - three aspects of email to encrypt:
 - the connection with the email provider (therefore if intercepted in transit, encryption makes email unreadable)
 - encrypt the actual message (in case the mailbox is hacked and then emails cannot be understood)
 - encrypt archived emails (stored emails should also be encrypted; if a hacker gains access to the archive server, any emails are vulnerable unless encrypted)
- b**
- key logging detects user activity on a computer
 - key presses, such as PINs or credit card numbers, can be sent back to a cybercriminal
 - cybercriminal can then use data to make purchases
 - they are primarily designed to monitor and capture web browser activity to obtain personal data
 - they are a form of spyware
 - they gather information by monitoring key strokes and storing them in a small file which is automatically emailed to a cybercriminal.

Student's Book answers

Exam-style questions and sample answers have been written by the authors. In examinations, the way marks are awarded may be different. References to assessment and/or assessment preparation are the publisher's interpretation of the syllabus requirements and may not fully reflect the approach of Cambridge Assessment International Education.

Cambridge Assessment International Education bears no responsibility for the example answers to questions taken from its past question papers which are contained in this publication.

9 Audiences

Answers to exercises

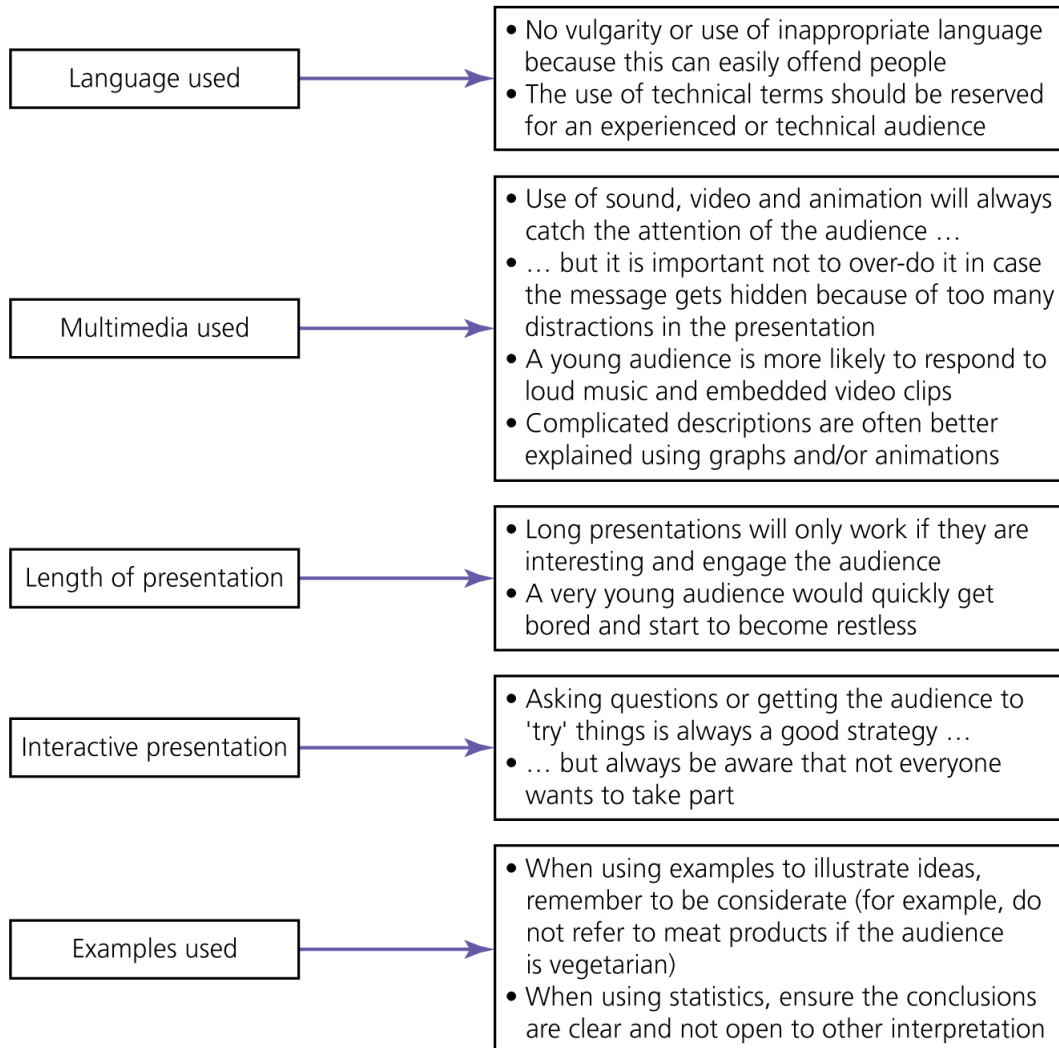
9a Print out of the student's presentations or on-screen slide show.

- 9b**
- sign a statement that you agree to privacy rules
 - use a product key before software is actually downloaded
 - software can record the MAC address therefore only allowing one device to download software
 - keep important files on a website which needs to be accessed when the software is run, therefore only genuine software downloads would work since the product code could be stored in the system and used as a passcode.

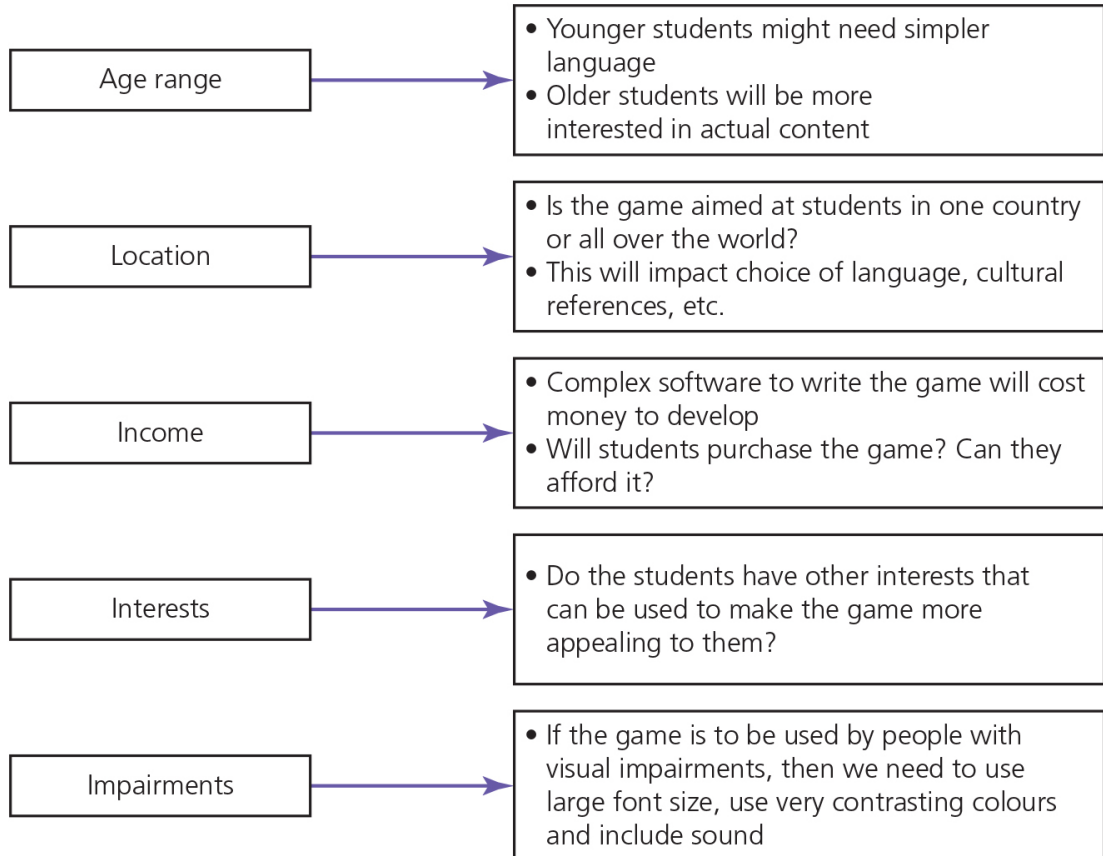
Answers to exam-style questions

Answers to question 6 in this section are example answers for past paper questions. The details of the relevant past paper can be found with the corresponding exam-style question in the *Student's Book*.

1



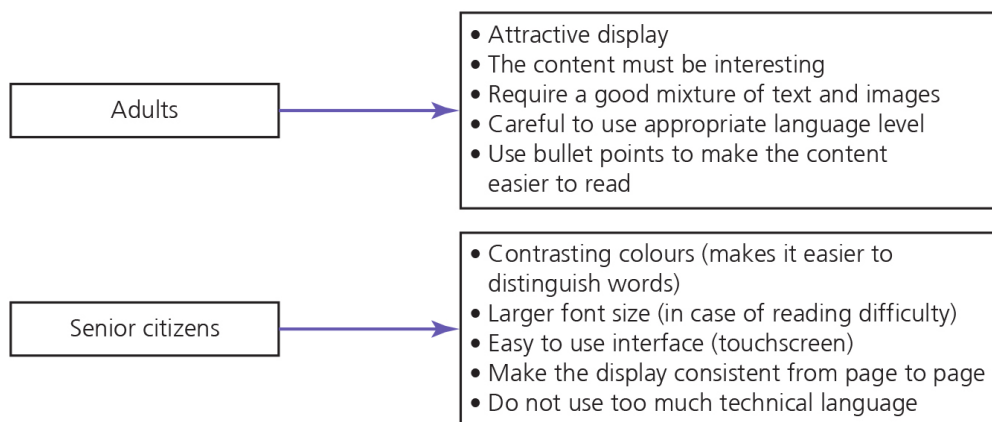
- 2
- age range
 - income levels
 - interests
 - impairments
 - location of students (which might affect language used).



3

	(✓)
Use of a product key	✓
Use of ethics in software	
Click on a check box agreeing to licence agreement	✓
Use of holographic images	✓
Make the software cheaper to develop	
Supply software on CD-ROM or DVD-ROM	

- 4 a** software piracy – illegal copies of software (which are often distributed free of charge or for a small fee)
- b** product key – a unique (for example, 4a3c0efab5aba81e) reference number which needs to be keyed in before software can be installed on a user's computer
- this checks whether the user downloading software has bought an original or they are attempting to make multiple downloads
 - the product key only works for a finite numbers of copies, which is part of the purchase fee.
- c** copyright infringement – this is where copyright laws have been broken – for example, illegal copying, illegal use of part of the software in another product, etc., using the name of copyrighted software on another product and so on
- 5 a**
- If the user group is made up of older people, or even disabled people, who have visual impairments, then it is important to make sure the kiosk has clear-to-read fonts
 - Complex language can be a real turn off to people where, for example, English is their second language; the text needs to be clear and easy to read for these reasons
 - It is necessary to hold the attention of the users, otherwise they will give up using the kiosk
 - Good, attractive screen designs will attract users to the kiosk
 - Keeping interfaces clear and easy to use attracts people; lots of typing can be very frustrating, as can badly designed kiosk interfaces where the user seems to go 'round in a big circle', unable to find what they want

b

- c**
- interviewing a cross section of the target group to find out how to engage the audience (if this involves a major ICT solution, then this may have to involve many of the techniques that were described in Chapter 7)
 - giving out questionnaires to people in the target group to find out their background, interests, age range and so on, so that the final solution can be tailored to meet the full range of the target audience
 - carrying out market research – this could involve the two techniques described above, but would certainly involve a more sophisticated and in-depth analysis of the data received (it would depend on how large the target audience is likely to be).

- 6 a**
- the audience could be young
 - the audience may be teenagers
 - the audience may be adults/older
 - software must match the age of the audience
 - more images, sounds, interactive for younger audience
 - more words/facts for older/adult audience
 - the experience of the audience may be variable
 - more visual content is needed for younger people than for older people
 - expectations of the audience may be different
 - an audience of experts would expect more from a solution
 - more explanation needed if audience members are not experts.
- b**
- a unique product key needs to be entered when the product is first installed
 - the system will check for duplicated numbers
 - the system only runs with CD-ROM/memory stick attached
 - parts of software are stored on a memory stick/CD-ROM
 - a dongle needs to be attached.

Student's Book answers

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10 Communication

Answers to exercises

- 10a**
- 1** John, Mary, Karl; Tim, Ahmed, Dimitri
 - 2** John, Mary, Karl; Tim, Ahmed, Dimitri
 - 3** Themselves plus John, Mary, Karl; Tim, Ahmed, Dimitri
 - 4** Only the sender can see this.
- 10b** A good, balanced argument from students. Each group should produce a poster showing the reasons why it should be policed and reasons why it should not.

Answers to exam-style questions

Answers to questions 2, 3, and 4 in this section are example answers for past paper questions. The details of the relevant past paper can be found with the corresponding exam-style question in the Student's Book.

1	Statement	True (✓)	False (✓)
	The internet is part of the World Wide Web (WWW)		✓
	All recipients of emails can see all the recipients in the Bcc and Cc lists		✓
	Extranets allow intranets to be extended outside the normal organisation	✓	
	Forwarding of emails is always good practice to keep everyone in the organisation or family informed		✓
	Using email groups increases the risk of identity theft		✓
	Netiquette refers to the need to respect other users on the internet	✓	
	It is not always illegal to copy or forward email attachments	✓	

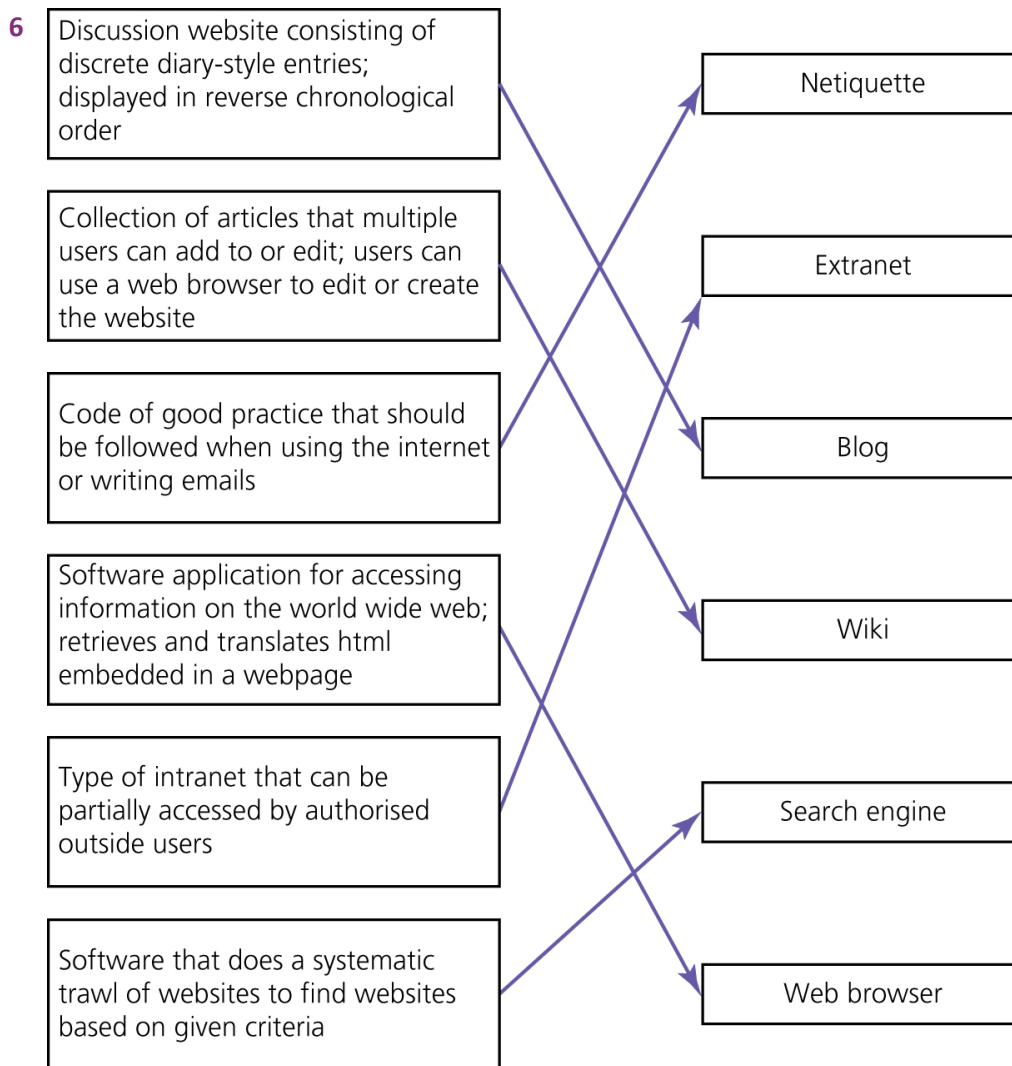
- 2 a** short for web log:
- a personal online diary/journal
 - owner's opinions/single author
 - others can post comments
 - frequently updated by owner
 - postings tend to be in reverse chronological order
 - a blog is a website.
- b** allows users to create/edit webpages using a browser
- many people can contribute/edit/update entries
 - members of the group can contribute
 - it holds information on many topics
 - posting not in chronological order
 - the structure is determined by users/contents
 - Wiki is a website or software
 - Wiki is usually objective.
- 3**
- an intranet has restricted access/the internet is worldwide
 - an intranet is used only within a company/organisation
 - an intranet access has more control of data whereas internet access is public and has no control
 - an intranet is policed/moderated/managed
 - an intranet has reduced unauthorised access to material whereas the internet has general material
 - an intranet can restrict access to some websites/the internet has no restrictions on websites
 - data on an intranet is more likely to be reliable/relevant – anyone can add material on the internet
 - an intranet sits behind a firewall
 - an intranet is protected by passwords/extra security layer – more chance of hacking on the internet
 - an intranet used to give information relating to company whereas the internet is general information
 - the internet has much more information.

4

	Blog (✓)	Microblog (✓)	Wiki (✓)
Very restricted in the size of the post		✓	
Allows readers to edit posts			✓
Entries are not usually in chronological order			✓
Very difficult to customise		✓	

5

	Intranet (✓)	Internet (✓)
Information on the network is specific to a particular company or organisation	✓	
Requires a password and user ID to gain access to the network	✓	
Allows public access to all information available		✓
The network is always behind a firewall giving some hacking and virus protection	✓	
It is possible to access the network from anywhere in the world using an ISP account		✓
The network is owned by a private company or organisation	✓	
The network gives access to unlimited amounts of data on many topics		✓
There is an unlimited amount of traffic on this network		✓



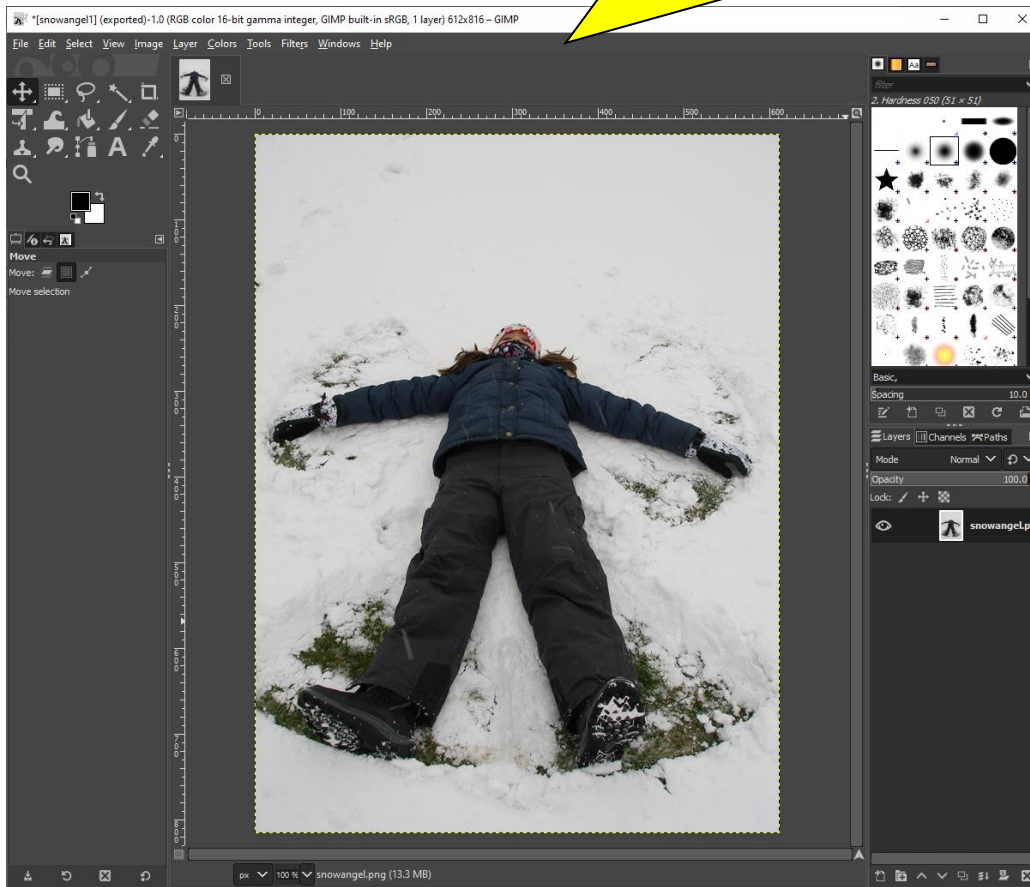
- 7
- a (b) ISP
 - b (a) Uniform resource locator
 - c (e) Secured
 - d (b) HTTP
 - e (e) name@website.info
 - f (d) Browsing
 - g (d) FTP
 - h (c) Allows a user to view webpages
 - i (c) Extranet
 - j (a) Spam

Answer files for Chapter 12

Activity 12a

Image rotated
90 degrees clockwise

1 mark
1 mark



PNG file
Correct filename and file type
JPG file
Correct filename and file type

1 mark
1 mark

Ch 12 worked

« Textbook manuscripts » Hodder 0417 0983 Tetbook 3... » Chapter 12 » Ch 12 worked

Name	Date	Type	Size	Tags	Dimensions
snowangel.png	22/01/2015 20:07	Adobe Fireworks PNG File	2,360 KB		816 x 612
snowangel1.jpg	23/04/2020 17:12	JPG File	104 KB		612 x 816
snowangel1.png	23/04/2020 17:11	Adobe Fireworks PNG File	2,347 KB		612 x 816
snowball.jpg	08/02/2009 15:24	JPG File	87 KB		500 x 667
snowman.jpg	30/05/2015 19:36	JPG File	25 KB		288 x 288

26 items

Activity 12b

Appropriate image found	1 mark
Resized to 2cm high	1 mark
Placed 1cm from left	1 mark
Placed 1cm from top	1 mark



Bottom of image DOG.PNG cropped	1 mark
Image fills whole slide without distortion	1 mark
Contrast reduced	1 mark
Brightness increased	1 mark
Image behind text	1 mark

Activity 12c

Snowman image reflected
1pt red border present

1 mark
1 mark

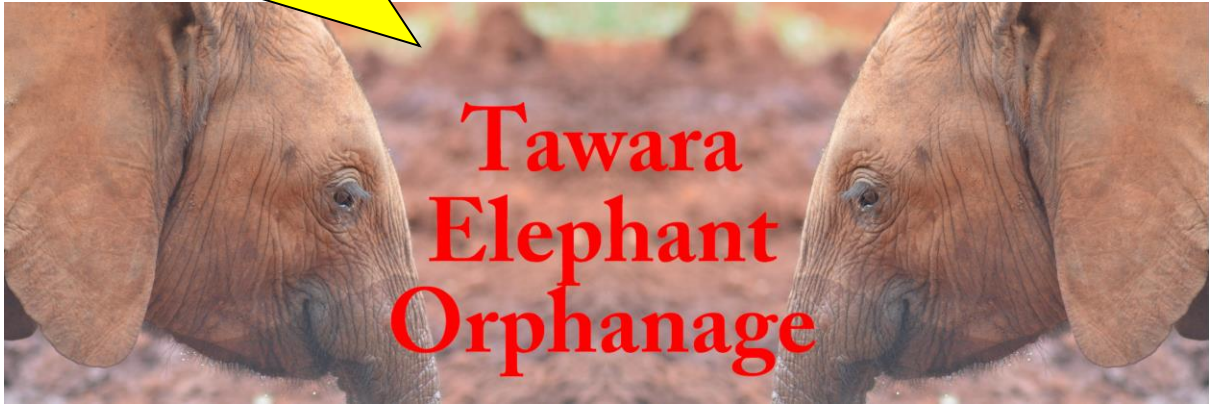


Winter weather forces schools to close

By <Your Name>

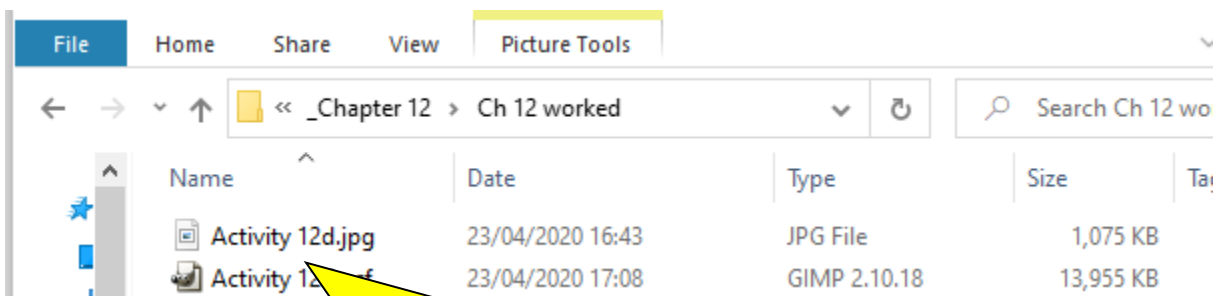
Activity 12d

- 2 copies of elephant image 1 mark
- 1 copy of image reflected 1 mark
- 2 images face-to-face 1 mark
- Text3.png placed 1 mark
- Centre aligned 1 mark
- 'Text' layer resized as shown 1 mark



2 elephant layers grouped

1 mark



Final image saved as Activity 12d.jpg

1 mark

Answer files for Chapter 13

Activity 13a

Snow brings disruption to Britain

Document heading 100% correct 1 mark

On Friday, England, Scotland, Ireland and Wales were all plunged into travel chaos as fresh snowstorms battered these countries. Much of England was paralysed as traffic ground to a standstill and abandoned cars littered country lanes and back roads. England recorded the heaviest falls of snow in nearly 20 years.

Over 200 cars were stranded in around 30 centimetres of snow in a county in southwest England. Many of the occupants of these cars had to be rescued by the police, army, mountain rescue and other emergency workers.

Last paragraph moved here 1 mark
Paragraph spacing maintained 1 mark

Over 1000 schools were closed, many in the west of the country, where rural areas were virtually cut off from the outside world as snow made the minor roads impassable to all except 4 wheel drive vehicles. Train services were disrupted in both Wales and northern England. This table shows the number of schools closed in some of the local authorities:

Table inserted here 1 mark
Paragraph spacing maintained 1 mark

North East Lincolnshire	1
Pembrokeshire	31
Oxfordshire	240
Rotherham	45
Sandwell	74
Shropshire	70
Solihull	86
South Gloucestershire	56
Stoke	50
Swansea	23
Torfaen	23
Wiltshire	113
Wolverhampton	39
Worcestershire	248

A spokeswoman for the Highways Agency said that the two Severn bridges, linking South Wales to England, were closed for "safety reasons in the present weather conditions".

New paragraph entered here 1 mark
100% accurate data entry 1 mark
Paragraph spacing maintained 1 mark

Heavy snowfalls were reported to the north of London. London was also affected but not to the same extent as the disruption that had been caused the week before.

Flights were suspended at Bristol airport in southwest England, while Luton airport, to the north of London and Stansted airport, north east of London also saw disruption.

Activity 13a

Five days of heavy snowfall, which is extremely unusual for this region, have led to shortages of grit to spread on roads, with some local authorities appealing for help from neighbouring areas. The price of this has trebled from some suppliers, and some local authorities are spreading cooking and table salt on the roads in an effort to keep the transport network flowing. A county council spokesman in Berkshire, near London said today "Gritting routes will have to be prioritised. The district's network of secondary roads will not be re-gritted until further supplies are obtained, and roadside salt bins will not be replenished".

Despite the disruption, there have been many 'picture postcard' scenes, and many **national** newspapers and websites have been showing images of a "Winter Wonderland". Schoolchildren across the region have been enjoying the conditions, although this did lead to the tragic death of a 16 year old girl in a freak sledding accident in South Yorkshire. Many of the schoolchildren that were interviewed in southern England had never experienced snow like this in their lifetime and were reveling in the chance to play in these **unusual** conditions.

Word added 100% accurate 1 mark

Word replaced 100% accurate 1 mark

Activity 13b

Skills to practice using tables

Function	How	Feature		
Insert	Insert tab	Table		
	Right click	Rows		
	Right click	Columns		
Delete		Rows		
Format		Cells	Alignment	Left, right, centre, fully justified
				Top, centre, bottom
			Colour, shading	
		Rows	Breaks across page	
		Gridlines	Show	
			Hide	
Text wrapping		Cells		

Table created
5 columns 1 mark
12 rows 1 mark
Text in correct cells 1 mark
Ignore wrapping and alignment

Activity 13c

Skills to practice using tables

Top row
 Merged as a single cell 1 mark
 Centre align vertically 1 mark
 Centre align horizontally 1 mark
 Shading mid-grey 1 mark

Row 2
 Cells 1 & 2 merged 1 mark
 Cells 3 & 4 merged 1 mark
 Centre align horizontally 1 mark
 All 3 cells Shading light-grey 1 mark

Tables can be manipulated				
Vertical alignment		Horizontal alignment		Borders/gridlines
Top edge	Looks like this	Left	Text with this alignment looks like this.	Thick 3pt border on this cell
Middle	Looks like this	Centre	Text with this alignment looks like this.	No right border on this cell.
Bottom	Looks like this	Right	Text with this alignment looks like this.	No top, right or bottom border on this cell.
		Fully justified	Fully justified text has a straight margin on both left and right sides of the text.	No right border on this cell.
Table formatted by Graham Brown				

Row 3 cells 1 & 2
 Top align vertically 1 mark
 Row 4 cells 1 & 2
 Centre align vertically 1 mark
 Rows 5 and 6 cells 1 & 2 merged 1 mark
 Rows 5 and 6 cells 3 & 4 merged 1 mark
 Row 5/6 cells 1 & 2
 Bottom align vertically 1 mark

Row 3 cells 3 & 4
 Left align horizontally 1 mark
 Row 4 cells 3 & 4
 Centre align horizontally 1 mark
 Row 5 cells 3 & 4
 Right align horizontally 1 mark
 Row 6 cells 3 & 4
 Fully justified horizontally 1 mark

Row 3 cell 5
 3 point border on this cell only 1 mark
 Rows 3,4,5 cell 5
 No border unless other used cell 1 mark
 Row 6
 <Your name> replaced 1 mark

Left in Header
 Text Created by 1 mark
 Then a space 1 mark
 Then name 1 mark
 Aligned to left margin 1 mark

Right in Header
 Automated filename 1 mark
 As specified in question 1 mark
 Aligned to right margin 1 mark

Skills to practice using tables

Tables can be manipulated					
Vertical alignment		Horizontal alignment		Borders/gridlines	
Top edge	Looks like this	Left	Text with this alignment looks like this.	Thick 3pt border on this cell	
Middle	Looks like this	Centre	Text with this alignment looks like this.	No right border on this cell.	
Bottom	Looks like this	Right	Text with this alignment looks like this.	No top, right or bottom border on this cell.	
		Fully justified	Fully justified text has a straight margin on both left and right sides of the text.	No right border on this cell.	
Table formatted by Graham Brown					

Centre in Footer
 Page number 1 mark
 Then a space 1 mark
 Automated page number 1 mark
 Centre aligned 1 mark

Right in Footer
 Last updated: 1 mark
 Then a space 1 mark
 Automated date and time 1 mark
 Aligned to right margin 1 mark

Answer files for Chapter 14

Header		
Name aligned to left margin		1 mark
Sans-serif font face		1 mark
12 point		1 mark
Italic		1 mark

Snow brings disruption to Britain

On Friday, England, Scotland, Ireland and Wales were all plunged into travel chaos as fresh snowstorms battered these countries. Much of England was paralysed as traffic ground to a standstill and abandoned cars littered country lanes and back roads. England recorded the heaviest falls of snow in nearly 20 years.

Over 200 cars were stranded in around 30 centimetres of snow overnight in Devon, a county in southwest England. Many of the occupants of these cars had to be rescued by the police, army, mountain rescue and other emergency workers.

Schools closed

Over 1000 schools were closed, many in the west of the country, where rural areas were virtually cut off from the outside world as snow made the minor roads impassable to all except 4 wheel drive vehicles. Train services were disrupted in both Wales and northern England. This table shows the number of schools closed in some of the local authorities:

North East Lincolnshire	1
Pembrokeshire	31
Oxfordshire	240
Rotherham	45
Sandwell	74
Shropshire	70
Solihull	86
South Gloucestershire	56
Stoke	50
Swansea	23
Torfaen	23
Wiltshire	113
Wolverhampton	39
Worcestershire	248

Table not reformatted 1 mark

A spokeswoman for the Highways Agency said that the two Severn bridges, linking South Wales to England, were closed for "safety reasons in the present weather conditions".

Heavy snowfalls were reported to the north of London. London was also affected but not to the same extent as the week before.

Footer		
Text aligned to left margin		1 mark
Sans-serif font face		1 mark
12 point		1 mark
Italic		1 mark

Header	
Text aligned to right margin	1 mark

Flights were suspended at Bristol airport in southwest England, while Luton airport, to the north of London and Stansted airport, north east of London also saw disruption.

Snowing for 5 days

Five days of heavy snowfall, which is extremely rare in the south of England, has led to a shortage of grit to spread on roads, with some local authorities in the south and east of England spreading grit in some areas. The price of this has trebled from some suppliers in the south and east of England. Spreading cooking and table salt on the roads in an effort to improve road conditions. A county council spokesman in Berkshire, near London said today "Gritting routes will have to be prioritised. The district's network of secondary roads will not be re-gritted until further supplies are obtained, and roadside salt bins will not be replenished".

Heading style	
Sans-serif font	1 mark
Centre aligned	1 mark
20 point	1 mark
12 point spacing before	1 mark
6 point spacing after	1 mark
Applied to 4 headings only	1 mark

What did they do?

Despite the hardships and fun for the children, the snow helped to bring back some community spirit. Local residents helped each other by:

- getting warm food and drinks to the elderly
- shoveling snow to clear paths to houses for:
 - the elderly
 - families with new born babies
- salting and gritting paths

Bulleted list not reformatted	1 mark
-------------------------------	--------

Despite the disruption, there have been many 'picture postcard' scenes, and many national newspapers and websites have been showing images of a "Winter Wonderland". Schoolchildren across the region have been enjoying the conditions, although this did lead to the tragic death of a 16 year old girl in a freak sledding accident in South Yorkshire. Many of the schoolchildren that were interviewed in southern England had never experienced snow like this in their lifetime and were reveling in the chance to play in these unusual conditions.

Body text	
Serif font	1 mark
Fully justified text	1 mark
12 point	1 mark
1.5 line spacing	1 mark
No spacing before	1 mark
6 point spacing after	1 mark
Applied to all paragraphs	1 mark

Footer	
Automated date and time	1 mark
Aligned to right margin	1 mark

Before I started this chapter I knew how to:

- load files
- save files
- print documents.

Header	
Name aligned to left margin	1 mark
Date centre aligned	1 mark
Filename (changed from original)	1 mark
Right aligned	1 mark

So far I have learned how to:

- 1) enter data from an existing file
- 2) key in and edit text
- 3) import place and manipulate images
- 4) organise page layout including using:
 - page margins
 - headers
 - footers.
- 5) set font styles and sizes
- 6) emphasizing text
- 7) using lists.

Bulleter list	
Bullets on all 3 items	1 mark
Indented by at least 2 cm	1 mark

Numbered list	
Numbers on all 7 items	1 mark
Single list (no layout difference)	1 mark
Number format correct, e.g. 3	1 mark
Full stop added to item 7 only	1 mark

Bulleter sub-list	
Bullets on all 3 items	1 mark
Different bullets from first list	1 mark
Indented from numbering	1 mark
Full stop added to last item	1 mark

Last item of each list	
Full stop added	1 mark

Font colour	
All text black	1 mark

Snow brings disruption to Britain

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Five days of heavy snowfall, which is extremely unusual for this region, have led to shortages of grit to spread on roads, with some local authorities appealing for help from neighbouring areas. The price of this has trebled from some suppliers, and some local authorities are spreading cooking and table salt on the roads in an effort to keep the transport network flowing. A county council spokesman in Berkshire, near London said today "Gritting routes will have to be prioritised. The district's network of secondary roads will not be re-gritted until further supplies are obtained, and roadside salt bins will not be replenished"

What did the

Despite the hardships and fun for the children, the snow brought a sense of community spirit. Local residents helped each other by:

- getting warm food and drinks to the elderly
- shoveling snow to clear paths to houses for:
 - the elderly
 - families with new born babies
- salting and gritting paths

Despite the disruption, there have been many 'pictures' in newspapers and websites have been showing schoolchildren across the region have been enjoying the snow. The tragic death of a 16 year old girl in a freak sledging accident meant that the schoolchildren that were interviewed in southern England had never experienced snow like this in their lifetime and were reveling in the chance to play in these unusual conditions.

Bulleted lists – Level 1 and 2	
Serif font	1 mark
Left aligned text	1 mark
12 point	1 mark
Single line spacing	1 mark
No spacing before or after	1 mark
Applied to all paragraphs	1 mark

Bulleted list – Level 1	
Arrow bullet	1 mark
1.5 centimetre indent	1 mark
Bulleted list – Level 2	
Square bullet	1 mark
3 centimetre indent	1 mark

Answer files for Chapter 15

Activity 15a

Stan's Stationery Supplies Ltd

32 Acacia Avenue
Halstead
Essex
CM6 9ZZ

Friday, 08 May 2020

Mr David Gerard
Dodgy Dave's Motors
534 Acacia Avenue
Halstead
Essex
CM6 9YX

Spelling errors corrected	
Correct 4 words identified	4 marks
Correct 4 changes made	4 marks
No other words changed	1 mark

Dear Mr Gerard,

Thank you for your **recent** enquiry. I am sure that we will be able to offer **you** discounted products that will match the colour scheme for your new office. Here a list of all the items that we currently have in stock, that are discounted and are red in **colour**.

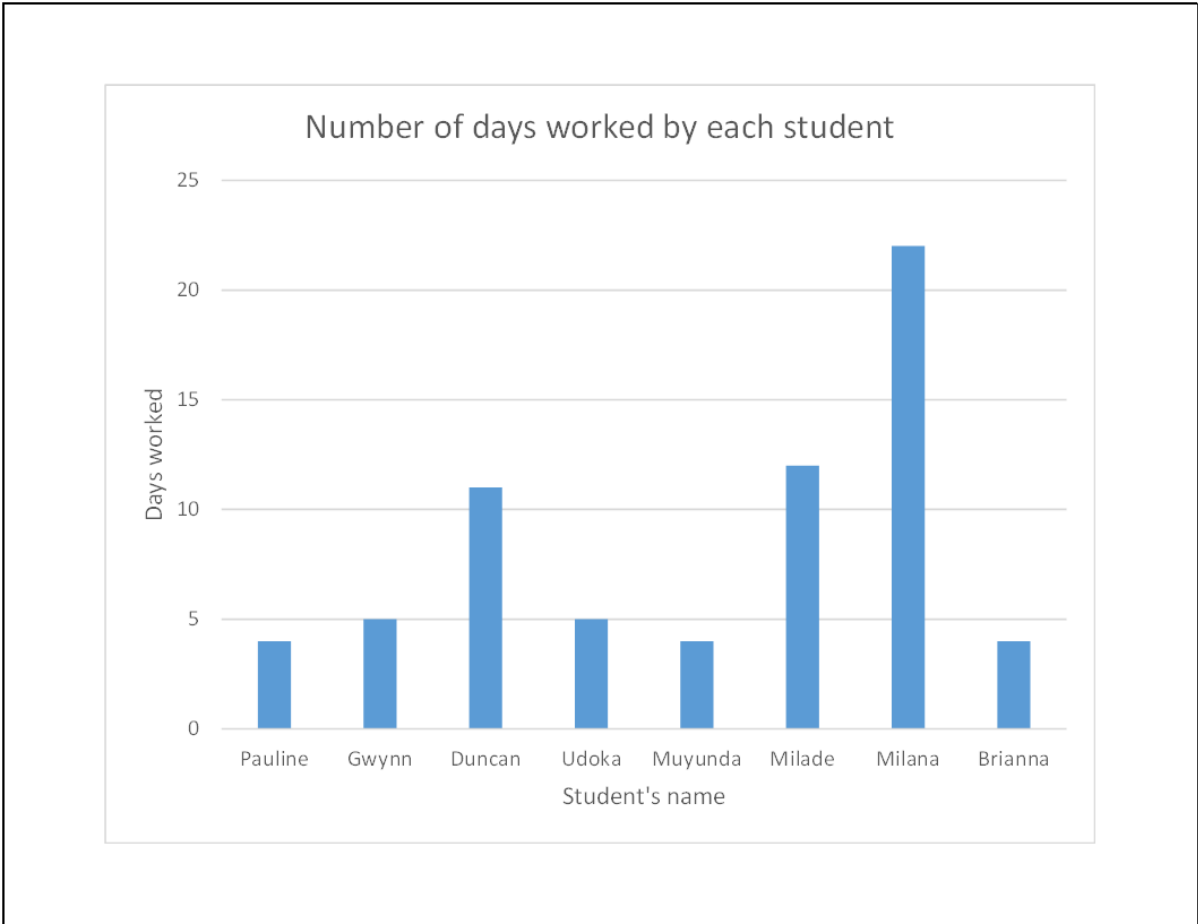
I hope that some of these items will **match** your requirements, if so please contact me.

Yours sincerely

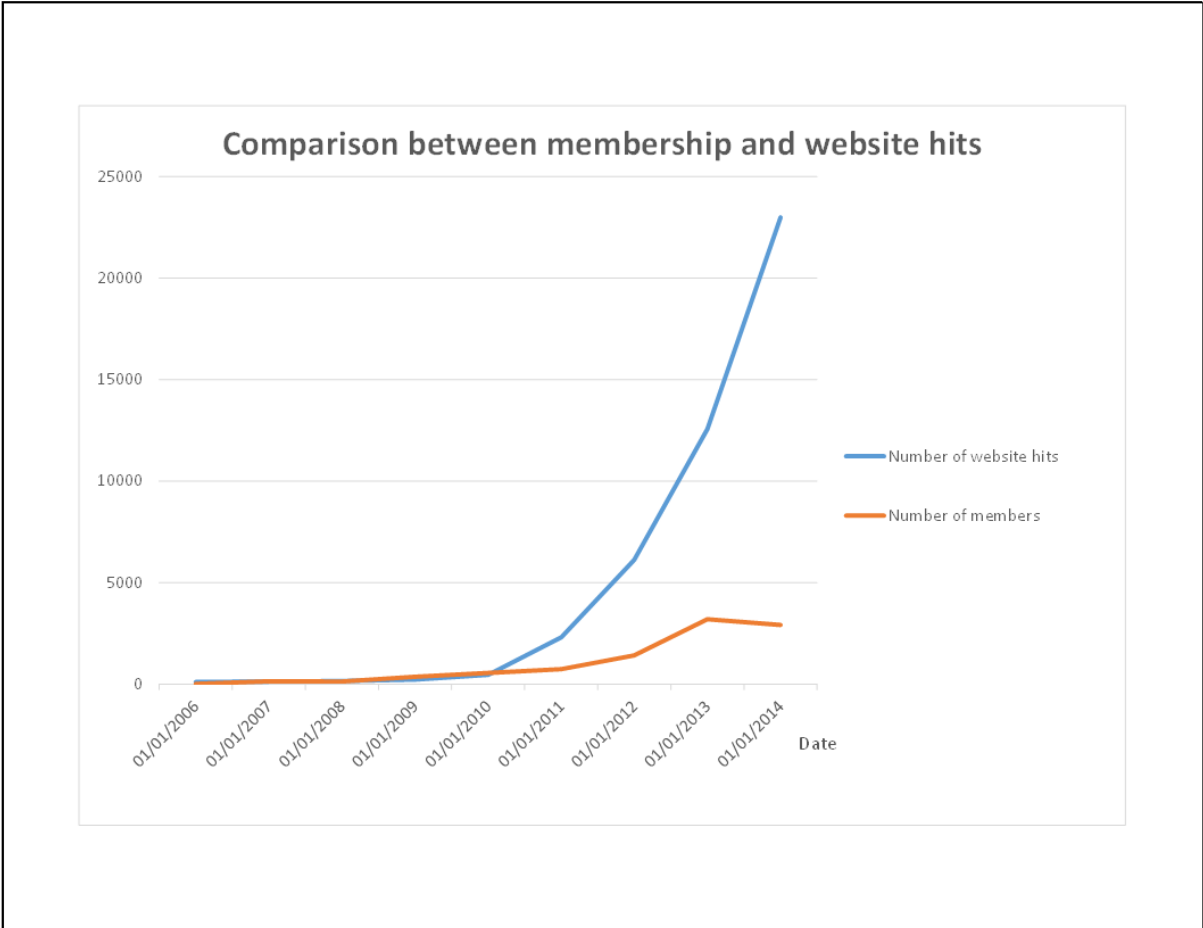
Chris Beales
Sales Director, SSSL

Answer files for Chapter 16

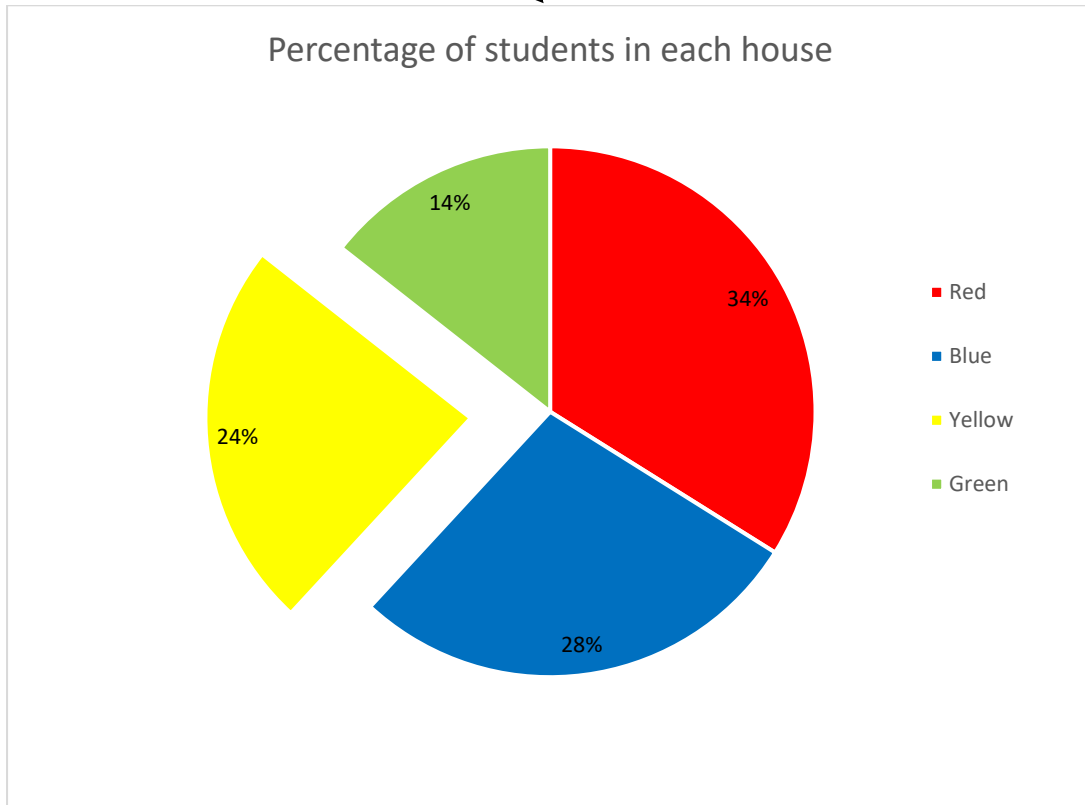
Correct chart type – vertical bar chart	1 mark
Aminat and Sukrit omitted	1 mark
Appropriate title	1 mark
Appropriate category axis label (Name or similar)	1 mark
Appropriate value axis label (Days worked or similar)	1 mark
Legend removed	1 mark



Correct chart type – comparative line graph	2 marks
All 9 years selected	1 mark
Number of hits plotted correctly	1 mark
Number of members plotted correctly	1 mark
Appropriate title	1 mark
Legend present showing two data series	1 mark
(value axis label would not be appropriate as 2 different values)	
Appropriate names for two data series in legend	2 marks
Appropriate category axis label (Date or similar)	1 mark

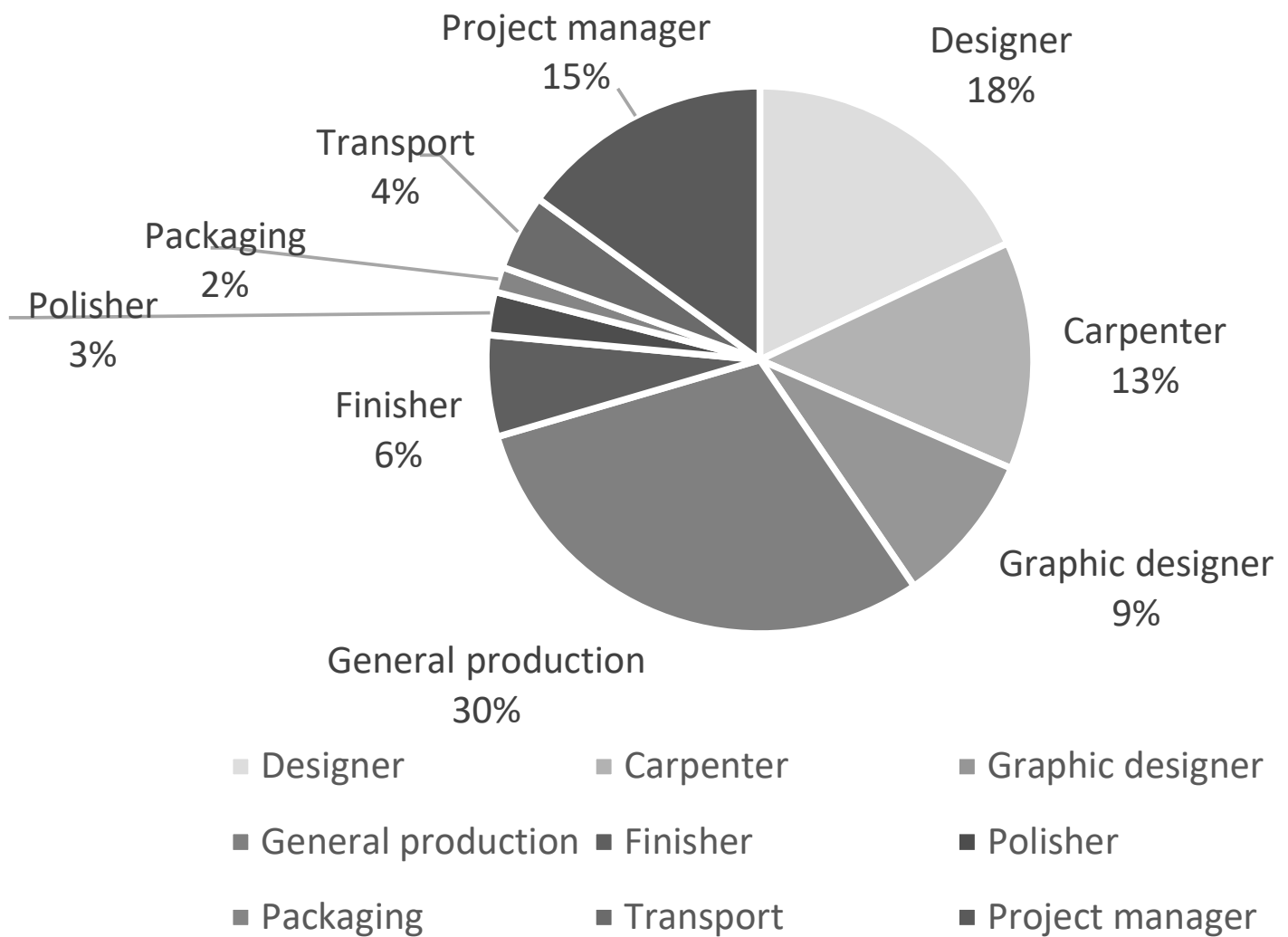


Pie chart created from correct data	2 marks
Name of each house visible	1 mark
Percentage value visible	1 mark
Title 100% correct	1 mark
Correct colours for each segment	4 marks
Segment for Yellow house extracted	1 mark



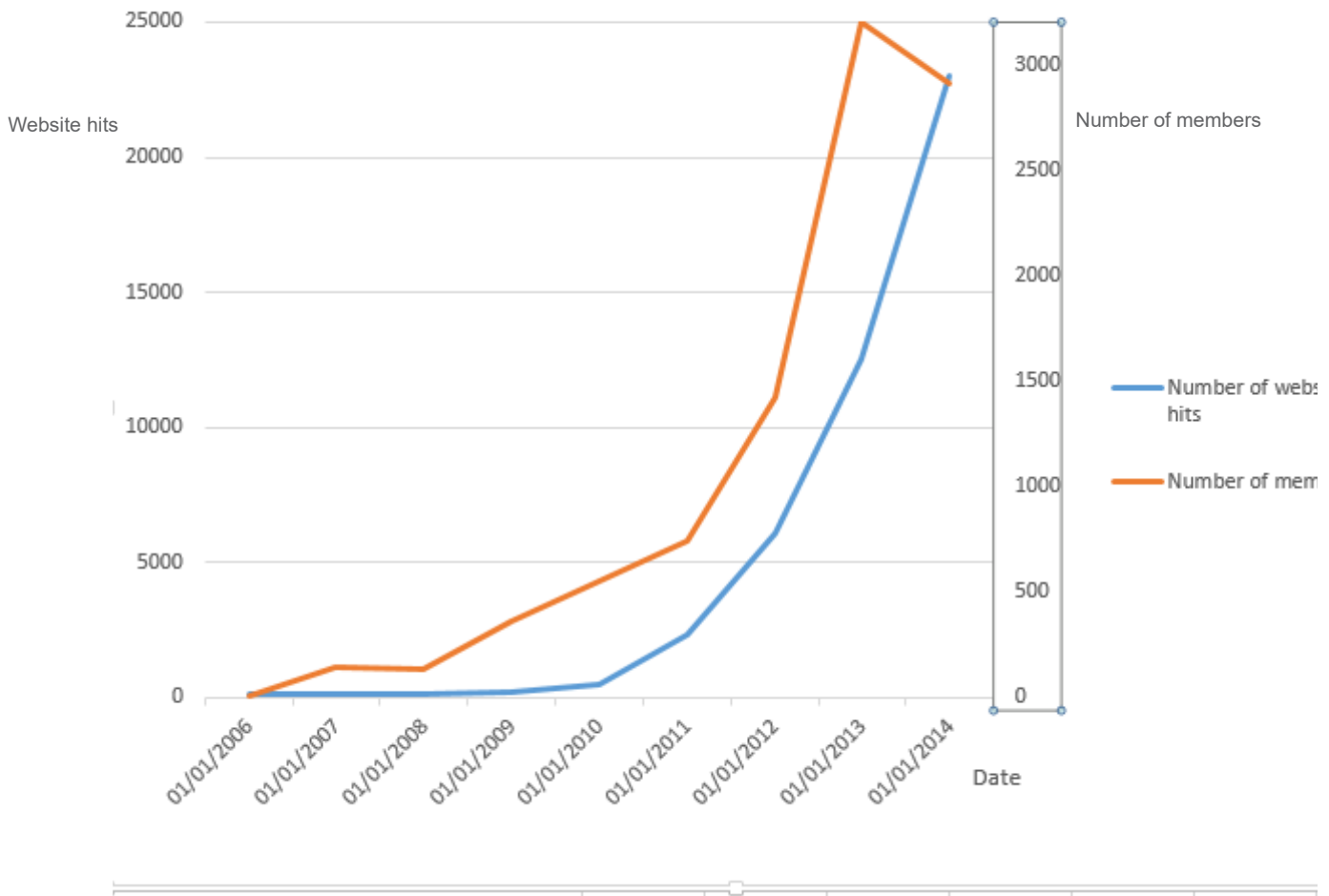
Correct chart from Project.csv	1 mark
Segments all present	1 mark
Correct values for segments	1 mark
Each segment is a clearly defined shade/fill	9 marks
Appropriate readable segment labels	2 marks
Appropriate chart title	2 marks

Project Rev 2 - Number of hours worked by the people each type of job



Correct chart from Activity 20m	1 mark
Secondary value axis added	1 mark
For the number of members data	1 mark
Maximum value on secondary axis set to 3200	2 marks
Minimum value on secondary axis set to 0	2 marks
Appropriate axis labels for all 3 axes – 1 mark per axis	3 marks

Comparison between membership and website hits



Answer files for Chapter 17

Weather update

Over 200 cars were stranded in around overnight in Devon, a county in southwest England. Many of the occupants of these cars had to be rescued by the police, army, mountain rescue and other emergency workers.

Over 1000 schools were closed, many in the west of the country, where rural areas were virtually cut off from the outside world as snow made the roads impassable for most 4 wheel drive vehicles.

Train services were disrupted in the south and northern England.

This table shows the number of schools closed in some of the local authorities:

Page size A4	1 mark
Orientation portrait	1 mark
Left margin 4 cm	1 mark
Right margin 4 cm	1 mark
Top margin 4 cm	1 mark
Bottom margin 4 cm	1 mark
No gutter	1 mark

A spokeswoman for the Highways Agency said that the two Severn bridges, linking South Wales to England, were closed for "safety reasons in the present weather conditions".

Flights were suspended at Bristol airport in southwest England, while Luton airport, to the north of London and Stansted airport, north east of London also saw disruption.

Five days of heavy snowfall, which is extremely unusual for this region, have led to shortages of grit to spread on roads, with some local authorities appealing for help from neighbouring areas. The price of this has trebled from some suppliers, and some local authorities are spreading cooking and table salt on the roads in an effort to keep the transport network flowing. A county council spokesman in Berkshire, near London said today "Gritting routes will have to be prioritised. The district's network of schools and day care centres is vast and the district's supplies are obtained, from a number of suppliers, some of whom are based in the south of the country."

Footer	
Name on left	1 mark
Automatic page number on right – any format	1 mark
2 cm from bottom of paper	1 mark

Despite the disruption, there have been many 'picture postcard' scenes, and many newspapers and websites have been showing images of a "Winter Wonderland". Schoolchildren across the region have been enjoying the conditions, although this did lead to the tragic death of a 16 year old girl in a freak sledging accident in South Yorkshire. Many of the schoolchildren that were interviewed in southern England had never experienced snow like this in their lifetime and were reveling in the chance to play in these weird conditions.

On Friday, England, Scotland, Ireland and Wales were all plunged into travel chaos as fresh snowstorms battered these countries. Much of England was paralysed as traffic ground to a standstill and abandoned cars littered country lanes and back roads. England recorded the heaviest falls of snow in nearly 20 years.

Weather update

Over 200 cars were stranded in around 30 centimetres of snow overnight in Devon, a county in southwest England. Many of the occupants of these cars had to be rescued by the police, army, mountain rescue and other emergency workers.

Over 1000 schools were closed, many in the west of the country, where rural areas were virtually cut off from the outside world as snow made the minor roads impassable to all except 4 wheel drive vehicles. Train services were disrupted in both Wales and northern England. This table shows the number of schools closed in some of the local authorities:

A spokeswoman for the Highways Agency said that the two Severn bridges, linking South Wales to England, were closed for "safety reasons in the present weather conditions".

Flights were suspended at Bristol airport in southwest England, while Luton airport to

First page only	1 mark
body text only	1 mark
2 columns	1 mark
1 centimetre spacing	1 mark
Vertical line	1 mark

Five days of heavy snowfall, which is extremely unusual for this region, have led to shortages of grit to spread on roads, with some local authorities appealing for help from neighbouring areas. The price of this has trebled from some suppliers, and some local authorities are spreading cooking and table salt on the roads in an effort to keep the transport network flowing. A county council spokesman in Berkshire, near London said today "Gritting routes will have to be prioritised. The district's network of secondary roads will not be re-gritted until further supplies are obtained, and roadside salt bins will not be replenished".

Despite the disruption, there have been many 'picture postcard' scenes, and many newspapers and websites have been showing images of a "Winter Wonderland". Schoolchildren across the region have been enjoying the conditions, although this did lead to the tragic death of a 16 year old girl in a freak sledging accident in South Yorkshire. Many of the schoolchildren that were interviewed in southern England had never experienced snow like this in their lifetime and were reveling in the chance to play in these weird conditions.

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Arctic blast grips the United Kingdom

Weather update

New title	
Inserted here	1 mark
100% accuracy (check case)	1 mark
First page	
2 titles only	1 mark
Single column	1 mark
Portrait	1 mark

All margins 2 centimetres	4 marks
Header 1 centimetre from top	1 mark
Header 1 centimetre from bottom	1 mark
Header	
Left aligns to left margin	1 mark
Centre aligns to 6.5 cm	1 mark
Right aligns to right margin	1 mark
Footer	
Left aligns to left margin	1 mark
Right aligns to right margin	1 mark

Over 200 cars were stranded in around 30 centimetres of snow overnight in Devon, a county in southwest England. Many of the occupants of these cars had to be rescued by the police, army, mountain rescue and other emergency workers.

Over 1000 schools were closed, many in the west of the country, where rural areas were virtually cut off from the outside world as snow made the minor roads impassable to all except 4 wheel drive vehicles. Train services were disrupted in both Wales and northern England. This table shows the number of schools closed in some areas. Local authorities:

Body text	1 mark
3 columns	1 mark
1.5 centimetre spacing	1 mark
Landscape	1 mark

A spokeswoman for the Highways Agency said that the two Severn bridges, linking South Wales to England, were closed for "safety reasons in the present weather conditions".

Flights were suspended at Bristol airport in southwest England, while Luton airport, to the north of London and Stansted airport, north east of London also saw disruption.

Five days of heavy snowfall, which is extremely unusual for this region, have led to shortages of grit to spread on roads, with some local authorities appealing for help from neighbouring areas. The price of this has trebled from some suppliers, and authorities are spreading table salt on the roads. The transport network

spokesman said today that it will be prioritised. The district's network of secondary roads will not be re-gritted until further supplies are obtained, and roadside salt bins will not be replenished".

Despite the disruption, there have been many 'picture postcard' scenes, and many newspapers and websites have been showing images of a "Winter Wonderland". Schoolchildren across the region have been enjoying the conditions, although this did lead to the tragic death of a 16 year old girl in a freak sledding accident in South Yorkshire. Many of the schoolchildren that were interviewed in southern England had

experienced snow like this in their lives. They were reveling in the chance to see these weird conditions.

Parts of England, Scotland, Ireland and Wales were all plunged into travel chaos as fresh snowstorms battered these countries. Much of England was paralysed as traffic ground to a standstill and abandoned cars littered country lanes and back roads. England recorded the heaviest falls of snow in nearly 20 years.

All margins 2 centimetres	4 marks
Header 1 centimetre from top	1 mark
Header 1 centimetre from bottom	1 mark
Header	
Left aligns to left margin	1 mark
Centre aligns between 12.5 to 13 cm	1 mark
Right aligns to right margin	1 mark
Footer	
Left aligns to left margin	1 mark
Right aligns to right margin	1 mark

Title	
Section break for single column	1 mark
36 point	1 mark
Sans-serif font	1 mark
Centre aligned	1 mark

Header	
Name centre aligned	1 mark

The pony and the magic well

Once upon a time there was a small and frightened pony. This pony was so small that as it travelled the lane the way by the other animals.

1st paragraph fully justified 1 mark

Walking in the centre of the lane meant that the pony was being bumped on both sides and the lane was not the best place for the pony.

2nd paragraph centre aligned 1 mark

To avoid these problems, the pony tried to walk down the left side of the lane. It did not do any good; the pony was still bumped and pushed out of the way by the other animals.

3rd paragraph left aligned 1 mark

The pony decided to try and walk down the right side of the lane. It moved across to the right but bumped and pushed out of the way by the other animals.

4th paragraph right aligned 1 mark

The pony paused at the well and had a drink. It did not realise that it was a magic well. As the pony drank, it

grew and grew and grew, until eventually it was so big that filled the full width of the lane. The pony was now so large that none of the other animals bumped into it any more. They were very frightened of the pony. The pony was finally happy and spent the rest of its life telling the other animals the story of

the magic well. It also told that now he was bigger and stronger, he was very careful to be kind and to all the other animals. He was extra careful each time he walked down the lane. He remembered the time when he had been small, and how it had felt to be bumped and pushed out of the way.

He and the other animals lived happily ever after.

Paragraph moved to here 1 mark

Point sizes	
1st 'grew' - 16 points	1 mark
2nd 'grew' - 20 points	1 mark
3rd 'grew' - 24 points	1 mark
5th and 6th paragraphs fully justified	1 mark

Heading

12 spaces before

1 mark

24 spaces after

1 mark

The pony and the magic well

Once upon a time there was a small and frightened pony. This pony was so small that as it travelled down the lane it was often bumped and pushed out of the way by the other animals.

1st paragraph single line spacing 1 mark

Walking in the centre of the lane meant that the pony was being bumped and pushed out of the way by the other animals. The centre of the lane was not the best place for the pony.

To avoid these problems, the pony tried to walk down the left side of the lane. It did not do any good; the

3rd paragraph double line spacing 1 mark

pony was still bumped and pushed out of the way by the other animals.

The pony decided to try and walk down the right side of the lane. It moved across to the right, but things were no better. The pony was still bumped and pushed out of the way by the other animals.

The pony paused at the well and had a drink. It did not realise that it was a magic well. As the pony drank, it grew and grew and grew, until eventually it was so big that it filled the full width of the lane. The

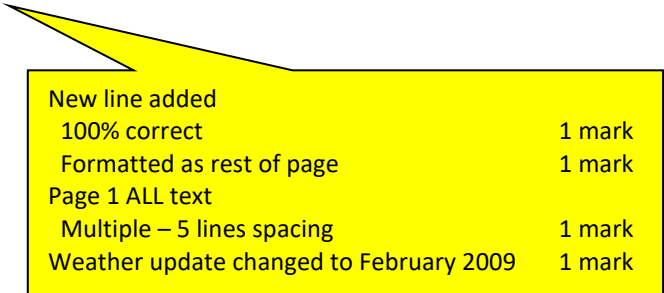
pony was now so large that none of the other animals bumped into it any more. They were very frightened of the pony. The pony was finally happy and spent the rest of its life telling the other animals the story of the magic well. It also told that now he was bigger and stronger, he was very careful to be kind and to all the other animals. He was extra careful each time he walked down the lane. He remembered the time when he had been small, and how it had felt to be bumped and pushed out of the way.

He and the other animals lived happily ever after.

History item 1

Arctic blast grips the United Kingdom

February 2009



New line added
100% correct 1 mark
Formatted as rest of page 1 mark
Page 1 ALL text
Multiple – 5 lines spacing 1 mark
Weather update changed to February 2009 1 mark

Over 200 cars were stranded in around 30 centimetres of snow overnight in Devon, a county in southwest England. Many of the occupants of these cars had to be rescued by the police, army, mountain rescue and other emergency workers.

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Body text	
Single line spacing	1 mark
No spacing before	1 mark
24 point after	1 mark
Indent each paragraph by 5 millimetres	1 mark

Answer files for Chapter 18

Activity 18a

Table name
Short, meaningful and reference to tbl 1 mark

Code field
Numeric (number) field type 1 mark
Primary Key field 1 mark
Long integer sub-type 1 mark

Field Name	Data Type	Description (Optional)
Code	Number	
Type	Short Text	
Description	Short Text	
Quantity		
Colour		
SPrice		
PPrice		
Discount		

Field Properties	
General	Lookup
Field Size	Long Integer
Format	
Decimal Places	Auto
Input Mask	
Caption	
Default Value	
Validation Rule	
Validation Text	
Required	Yes
Indexed	Yes (No Duplicates)
Text Align	General

A field name can be up to 64 characters long, including spaces. Press F1 for help on field names.

Type (or similar fieldname)
Short, meaningful fieldname 1 mark
Text field type 1 mark
Description (or similar fieldname)
Short, meaningful fieldname 1 mark
Text field type 1 mark

Field Name	Data Type	Description (Optional)
Code	Number	
Type	Short Text	
Description	Short Text	
Quantity	Number	
Colour	Short Text	
SPrice	Currency	
PPrice	Currency	
Discount	Yes/No	

Field Properties	
General	Lookup
Field Size	255
Format	
Input Mask	
Caption	
Default Value	
Validation Rule	
Validation Text	
Required	No
Allow Zero Length	Yes
Indexed	No
Unicode Compression	No
IME Mode	No Control
IME Sentence Mode	None
Text Align	General

A field name can be up to 64 characters long, including spaces. Press F1 for help on field names.

Activity 18a

Design view. F6 = Switch panes. F1 = Help.

Design view. F6 = Switch panes. F1 = Help.

Activity 18a

Activity18a : Database- D:\0417 New textbook\C... TABLE TOOLS DESIGN Graham Brown

Primary Key Insert Rows Delete Rows Property Indexes Sheet Show/Hide Create Data Macros Field, Record & Table Events Rename/Delete Macro Relationships Object Dependencies

All Access Obj... tblStationery

Field Name	Data Type	Description (Optional)
Code	Number	
Type	Short Text	
Description	Short Text	
Quantity	Number	
Colour	Short Text	
SPrice	Currency	
PPrice	Currency	
Discount	Yes/No	

General Lookup

Format	
Decimal Places	2
Input Mask	
Caption	
Default Value	
Validation Rule	
Validation Text	
Required	No
Indexed	No
Text Align	General

Design view. F6 = Switch panes. F1 = Help. NUM LOCK SCROLL LOCK

Activity18a : Database- D:\0417 New textbook\C... TABLE TOOLS DESIGN Graham Brown

Primary Key Insert Rows Delete Rows Property Indexes Sheet Show/Hide Create Data Macros Field, Record & Table Events Rename/Delete Macro Relationships Object Dependencies

All Access Obj... tblStationery

Field Name	Data Type	Description (Optional)
Code	Number	
Type	Short Text	
Description	Short Text	
Quantity	Number	
Colour	Short Text	
SPrice	Currency	
PPrice	Currency	
Discount	Yes/No	

Field Properties

Format	Yes/No
Caption	
Default Value	
Validation Rule	
Validation Text	
Indexed	No
Text Align	General

Design view. F6 = Switch panes. F1 = Help. NUM LOCK SCROLL LOCK

Activity 18b

The screenshot shows the Microsoft Access interface with a table named 'tblStationery'. The table contains 102 records. A yellow callout box highlights the last three records (rows 100, 101, and 102) with the text 'Last 3 records Data entry 100% correct 3 marks'. The status bar at the bottom indicates 'Record: 102 of 102'.

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Click to Add
31045	Folder	Square Cut Folder 180gsm Fc	1	Yellow	£18.36	£0.96	Yes	
31046	Folder	Square Cut Folder 180gsm fc	1	Grey	£18.36	£0.96	Yes	
31047	Folder	Square Cut Folder 180gsm fc	1	Orange	£18.36	£0.96	Yes	
31048	Folder	Square Cut Folder 180gsm fc	1	Pink	£18.36	£0.96	Yes	
31492	Lever Arch File	A4 Lever Arch File Pkd 1	1		£4.12	£0.34	Yes	
36428	Folder	Square Cut Folder 270gsm A	1	Blue	£25.50	£4.52	Yes	
36429	Folder	Square Cut Folder 270gsm A	1	Grey	£25.50	£4.52	Yes	
36430	Folder	Square Cut Folder 270gsm A	1	Yellow	£25.50	£4.52	Yes	
36431	Folder	Square Cut Folder 270gsm A	1	Buff	£25.50	£4.52	Yes	
36432	Folder	Square Cut Folder 270gsm A	1	Green	£25.50	£4.52	Yes	
36433	Folder	Square Cut Folder 270gsm A	1	Pink	£25.50	£4.52	Yes	
36434	Folder	Square Cut Folder 270gsm A	1					
36435	Folder	Square Cut Folder 270gsm A	1					
39369	Lever Arch File	A4 Lever Arch File	1					
39370	Lever Arch File	A4 Lever Arch File	1					
39371	Lever Arch File	A4 Lever Arch File	1		£38.00	£6.38	Yes	
39372	Lever Arch File	A4 Lever Arch File	1		£38.00	£6.38	Yes	
39373	Lever Arch File	A4 Lever Arch File	1		£38.00	£6.38	Yes	
44253	Organiser File	5 Part Organiser Files	1		£23.70	£11.92	No	
44254	Organiser File	7 Part Organiser Files	1		£25.50	£12.77	No	
44255	Organiser File	9 Part Organiser Files	1	Green	£28.50	£14.68	No	
44278	Lever Arch File	Laminated Lever Arch Files	1	Blue	£57.22	£28.96	No	
44279	Lever Arch File	Laminated Lever Arch Files	1	Green	£57.22	£28.96	No	
44280	Lever Arch File	Laminated Lever Arch Files	1	Grey	£57.22	£28.96	No	
44281	Lever Arch File	Laminated Lever Arch Files	1	Purple	£57.22	£28.96	No	
44282	Lever Arch File	Laminated Lever Arch Files	1	Red	£57.22	£28.96	No	
44283	Lever Arch File	Laminated Lever Arch Files	1	Yellow	£57.22	£28.96	No	
47478	Spine Label	Eastlight Spine Label	100		£30.00	£13.86	Yes	
*								

Activity 18c

Table structures

Table names
Short, meaningful and reference to tbl
(1 for Customers and 1 for Orders) 2 marks

Field Name	Data Type	Description (Optional)
ID	AutoNumber	
Order_No	Number	
Customer_No	Short Text	
Product_Code	Number	
Units_Sold	Number	

Field Properties (tblCustomers):

Property	Value
Field Size	Long Integer
Format	
Decimal Places	Auto
Input Mask	
Caption	
Default Value	
Validation Rule	
Validation Text	
Required	No
Indexed	No
Text Align	General

Orders table

- Primary Key field – new field 1 mark
- With appropriate field name 1 mark
- Data type: Autonumber 1 mark
- Order_No 1 mark
- Fieldname: 100% correct including _ 1 mark
- Data type: Numeric/Integer 1 mark
- Long integer sub-type 1 mark

Field Properties (tblOrders):

Property	Value
Field Size	Long Integer
Format	
Decimal Places	Auto
Input Mask	
Caption	
Default Value	
Validation Rule	
Validation Text	
Required	No
Indexed	Yes (Duplicates OK)
Text Align	General

Customer_No

- Fieldname: 100% correct including _ 1 mark
- Data type: Short Text 1 mark

Product_Code

- Fieldname: 100% correct including _ 1 mark
- Data type: Numeric 1 mark
- Long integer sub-type 1 mark

Activity 18c

Design view. F6 = Switch panes. F1 = Help.

Units_Sold
 Fieldname: 100% correct including _ 1 mark
 Data type: Numeric 1 mark
 Long integer sub-type 1 mark

The data type determines the kind of values that users can store in the field. Press F1 for help on data types.

Design view. F6 = Switch panes. F1 = Help.

Customers table
Customer_ID
 As Primary Key field 1 mark
 Fieldname: 100% correct including _ 1 mark
 Data type: Short Text 1 mark
Name
 Fieldname: 100% correct including _ 1 mark
 Data type: Short Text 1 mark
Address_1
 Fieldname: 100% correct including _ 1 mark
 Data type: Short Text 1 mark
Address_2
 Fieldname: 100% correct including _ 1 mark
 Data type: Short Text 1 mark
Address_3
 Fieldname: 100% correct including _ 1 mark
 Data type: Short Text 1 mark

Activity 18c

Design view. F6 = Switch panes; F1 = Help.

Field Name	Data Type	Description (Optional)
Customer_ID	Short Text	
Name	Short Text	
Address_1	Short Text	
Address_2	Short Text	
Address_3	Short Text	
Zip_Code	Short Text	
Discount_%	Number	

Property	Value
Field Size	Double
Format	
Decimal Places	2
Input Mask	
Caption	
Default Value	
Validation Rule	
Validation Text	
Required	No
Indexed	No
Text Align	General

Customers table

Zip_Code

Fieldname: 100% correct including_

1 mark

Data type: Short Text

1 mark

Discount_%

Fieldname: 100% correct including _

1 mark

Data type: Numeric

1 mark

Double (or byte) sub-type

1 mark

Set to 2 decimal places

1 mark

Relationships

Showing all 3 tables

Relationships diagram showing connections between tables:

- tblCustomers (Customer_ID) is connected to tblOrders (ID).
- tblOrders (Order_No) is connected to tblStationery (Code).

Relationships diagram

All 3 tables fully visible

1 mark

Activity 18c

Table/Query: tblStationary Related Table/Query: tblOrders

Code Product_Code

Enforce Referential Integrity

Cascade Update Related Fields

Cascade Delete Related Records

Relationship Type: One-To-Many

Relationships window
Code field from tblStationary 1 mark
1-to-many relationship 1 mark
Product_Code from tblOrders 1 mark

Table/Query: tblCustomers Related Table/Query: tblOrders

Customer_ID Customer_No

Enforce Referential Integrity

Cascade Update Related Fields

Cascade Delete Related Records

Relationship Type: One-To-Many

Relationships window
Customer_ID field from tblCustomers 1 mark
1-to-many relationship 1 mark
Customer_No from tblOrders 1 mark

Activity 18d

Q1.

The screenshot shows the Microsoft Access interface. The title bar indicates the database is 'Activity18d: Database- D:\0417 New textbook\C...'. The ribbon includes 'FILE', 'HOME', 'CREATE', 'EXTERNAL DATA', 'DATABASE TOOLS', and 'DESIGN'. The 'DESIGN' ribbon is active, showing options like 'View', 'Run', 'Select', 'Make Table', 'Append', 'Update', 'Crosstab', 'Pass-Through', 'Delete', 'Data Definition', 'Insert Rows', 'Insert Columns', 'Delete Rows', 'Delete Columns', 'Builder', and 'Return: All'. The main window displays a query named 'Graham Brown Blue stationery items'. The 'Navigation Pane' on the left shows the 'tblStationery' table with fields: Code, Type, Description, Quantity, Colour, SPrice, PPrice, and Discount. The query grid below shows the following criteria:

Field:	Description	Quantity	Colour	SPrice	PPrice	Discount
Table:	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery
Sort:						
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Criteria:			"Blue"			
or:						

A yellow callout bubble points to the 'Blue' criteria with the text 'Correct search string' and '2 marks'.

Graham Brown Blue stationery items							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
3445	Lever Arch File	Lever Arch Files A4	1	Blue	£61.73	£28.55	Yes
3623	Lever Arch File	Lever Arch Files Foolschap	1	Blue	£61.73	£28.55	Yes
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	£7.08	£3.76	No
16601	Organiser File	5 Part Organiser Files	1	Blue	£23.70	£11.00	Yes
16603	Organiser File	7 Part Organiser Files	1	Blue	£25.50	£12.77	No
16605	Organiser File	9 Part Organiser Files	1	Blue	£28.50	£14.68	No
21273	Lever Arch File	Elite 70 Lever Arch File A4	1	Blue	£45.70	£11.39	Yes
21274	Lever Arch File	Elite 70 Lever Arch File Foolschap	1	Blue	£45.70	£11.39	Yes
26739	Folder	Square Cut Folder 270gsm Foolschap	1	Blue	£29.76	£2.02	Yes
30059	Binder	PVC 25mm	1	Blue	£5.30	£1.19	Yes
30105	Binder	PVC 50mm	1	Blue	£6.48	£1.26	Yes
30287	Lever Arch File	Foolschap Lever Arch File	1	Blue	£38.00	£5.46	Yes
30313	Binder	PVC 38mm	1	Blue	£5.35	£1.24	Yes
30319	Binder	PVC 65mm	1	Blue	£7.30	£1.24	Yes
31041	Folder	Square Cut Folder 180gsm foolscap	1	Blue	£18.36	£0.96	Yes
36428	Folder	Square Cut Folder 270gsm A4	1	Blue	£25.50	£4.52	Yes
39370	Lever Arch File	A4 Lever Arch File	1	Blue	£38.00	£6.38	Yes
44278	Lever Arch File	Laminated Lever Arch Files	1	Blue	£57.22	£28.96	No

Graham Brown

Correct results

1 mark

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Activity 18d

Q2

The screenshot shows the Microsoft Access interface. The title bar indicates the file path: 'Activity18d: Database- D:\0417 New textbook\C...'. The ribbon includes 'FILE', 'HOME', 'CREATE', 'EXTERNAL DATA', 'DATABASE TOOLS', and 'DESIGN'. The 'DESIGN' ribbon has various options like 'View', 'Run', 'Select', 'Make Table', 'Append', 'Update', 'Crosstab', 'Pass-Through', 'Delete', 'Data Definition', 'Show Table', 'Builder', 'Insert Rows', 'Delete Rows', 'Insert Columns', 'Delete Columns', 'Return: All', 'Totals', and 'Show/Hide'. The 'Navigation Pane' on the left shows a table named 'tblStationery' with fields: Code, Type, Description, Quantity, Colour, SPrice, and PPrice. The 'Query Design View' shows a table named 'Graham Brown Blue or Black stationery items'. The design grid is as follows:

Field:	Code	Type	Description	Quantity	Colour	SPrice
Table:	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery
Sort:						
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Criteria:					"Blue" Or "Black"	
or:						

A yellow callout box points to the criteria cell with the text: 'Correct search string' and '2 marks'.

Graham Brown Blue or Black stationery items							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
3445	Lever Arch File	Lever Arch Files A4	1	Blue	£61.73	£28.55	Yes
3623	Lever Arch File	Lever Arch Files Foolscap	1	Blue	£61.73	£28.55	Yes
7610	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Black	£45.70	£11.39	Yes
7612	Lever Arch File	Elite 70 Lever Arch File A4	1	Black	£45.70	£11.39	Yes
10278	Spine Label	Lever Arch File Spine Labels	10	Black	£7.08	£3.76	No
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	£7.08	£3.76	No
12866	Lever Arch File	Lever Arch Files Foolscap	1	Black	£61.73	£31.96	No
12869	Lever Arch File	Lever Arch Files A4	1	Black	£61.73	£28.55	Yes
16601	Organiser File	5 Part Organiser Files	1	Blue	£23.70	£11.00	Yes
16603	Organiser File	7 Part Organiser Files	1	Blue	£25.50	£12.77	No
16605	Organiser File	9 Part Organiser Files	1	Blue	£28.50	£14.68	No
21273	Lever Arch File	Elite 70 Lever Arch File A4	1	Blue	£45.70	£11.39	Yes
21274	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Blue	£45.70	£11.39	Yes
26739	Folder	Square Cut Folder 270gsm Foolscap	1	Blue	£29.76	£2.02	Yes
30058	Binder	PVC 25mm	1	Black	£5.30	£1.19	Yes
30059	Binder	PVC 25mm	1	Blue	£5.30	£1.19	Yes
30105	Binder	PVC 50mm	1	Blue	£6.48	£1.26	Yes
30286	Lever Arch File	Foolscap Lever Arch File	1	Black	£38.00	£5.46	Yes

Activity 18d

Graham Brown Blue or Black stationery items							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
30287	Lever Arch File	Foolscap Lever Arch File	1	Blue	£38.00	£5.46	Yes
30312	Binder	PVC 38mm	1	Black	£5.35	£1.24	Yes
30313	Binder	PVC 38mm	1	Blue	£5.35	£1.24	Yes
30317	Binder	PVC 50mm	1	Black	£6.48	£1.26	Yes
30318	Binder	PVC 65mm	1	Black	£7.30	£1.36	Yes
30319	Binder	PVC 65mm	1	Blue	£7.30	£1.24	Yes
31041	Folder	Square Cut Folder 180gsm foolscap	1	Blue	£18.36	£0.96	Yes
36428	Folder	Square Cut Folder 270gsm A4	1	Blue	£25.50	£4.52	Yes
39369	Lever Arch File	A4 Lever Arch File	1	Black	£38.00	£6.38	Yes
39370	Lever Arch File	A4 Lever Arch File	1	Blue	£38.00	£6.38	Yes
44278	Lever Arch File	Laminated Lever Arch Files	1	Blue	£57.22	£28.96	No

Q3

Correct results 1 mark

The screenshot shows the Microsoft Access interface. The title bar indicates the database is 'Activity18d: Database- D:\0417 New textbook\C...'. The ribbon is set to 'QUERY TOOLS' > 'DESIGN'. The query is named 'Graham Brown NOT Blue stationery items'. The design grid is as follows:

Field:	Code	Type	Description	Quantity	Colour	SPrice
Table:	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery
Update To:						
Criteria:					<> "Blue"	
or:						

A yellow callout box points to the 'Criteria' row in the 'Colour' column, containing the text 'Correct search string 2 marks'.

Graham Brown NOT Blue stationery items							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
3447	Lever Arch File	Lever Arch Files A4	1	Green	£61.73	£28.55	Yes
3526	Lever Arch File	Lever Arch Files A4	1	Red	£61.73	£28.55	Yes
3534	Lever Arch File	Lever Arch Files A4	1	Yellow	£61.73	£28.55	Yes
3631	Lever Arch File	Lever Arch Files Foolscap	1	Green	£61.73	£28.55	Yes

Activity 18d

Graham Brown NOT Blue stationery items							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
3852	Lever Arch File	Lever Arch Files Foolscap	1	Red	£61.73	£28.55	Yes
3860	Lever Arch File	Lever Arch Files Foolscap	1	Yellow	£61.73	£28.55	Yes
7610	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Black	£45.70	£11.39	Yes
7612	Lever Arch File	Elite 70 Lever Arch File A4	1	Black	£45.70	£11.39	Yes
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	£7.08	£3.76	No
10278	Spine Label	Lever Arch File Spine Labels	10	Black	£7.08	£3.76	No
10279	Spine Label	Lever Arch File Spine Labels	10	Red	£7.08	£3.76	No
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	£7.08	£3.76	No
10281	Spine Label	Lever Arch File Spine Labels	10	Green	£7.08	£3.76	No
12866	Lever Arch File	Lever Arch Files Foolscap	1	Black	£61.73	£31.96	No
12869	Lever Arch File	Lever Arch Files A4	1	Black	£61.73	£28.55	Yes
16602	Organiser File	5 Part Organiser Files	1	Yellow	£23.70	£11.00	Yes
16604	Organiser File	7 Part Organiser Files	1	Yellow	£25.50	£12.77	No
16606	Organiser File	9 Part Organiser Files	1	Yellow	£28.50	£14.68	No
17555	Organiser File	5 Part Organiser Files	1	Red	£23.70	£11.00	Yes
17556	Organiser File	9 Part Organiser Files	1	Red	£28.50	£14.68	No
17557	Organiser File	7 Part Organiser Files	1	Red	£25.50	£12.77	No
21275	Lever Arch File	Elite 70 Lever Arch File A4	1	Red	£45.70	£11.39	Yes
21276	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Red	£45.70	£11.39	Yes
26740	Folder	Square Cut Folder 270gsm Foolscap	1	Buff	£29.76	£2.02	Yes
26741	Folder	Square Cut Folder 270gsm Foolscap	1	Green	£29.76	£2.02	Yes
26742	Folder	Square Cut Folder 270gsm Foolscap	1	Orange	£29.76	£2.02	Yes
26743	Folder	Square Cut Folder 270gsm Foolscap	1	Yellow	£29.76	£2.02	Yes
26744	Folder	Square Cut Folder 270gsm Foolscap	1	Pink	£29.76	£2.02	Yes
26745	Folder	Square Cut Folder 270gsm Foolscap	1	Grey	£29.76	£2.02	Yes
26746	Folder	Square Cut Folder 270gsm Foolscap	1	Red	£29.76	£2.02	Yes
26747	Folder	Square Cut Folder 180gsm	1	Buff	£8.58	£0.66	Yes
26748	Lever Arch File	Foolscap Lever Arch File	1	Cloud	£35.99	£1.92	Yes
26749	Lever Arch File	A4 Lever Arch File	1	Cloud	£35.99	£1.92	Yes
30058	Binder	PVC 25mm	1	Black	£5.30	£1.19	Yes
30060	Binder	PVC 25mm	1	Red	£5.30	£1.19	Yes
30061	Binder	PVC 25mm	1	Green	£5.30	£1.19	Yes
30062	Binder	PVC 25mm	1	White	£5.30	£1.19	Yes
30106	Binder	PVC 50mm	1	Red	£6.48	£1.26	Yes
30107	Binder	PVC 50mm	1	Green	£6.48	£1.26	Yes
30276	Binder	PVC 50mm	1	White	£6.48	£1.26	Yes
30286	Lever Arch File	Foolscap Lever Arch File	1	Black	£38.00	£5.46	Yes
30288	Lever Arch File	Foolscap Lever Arch File	1	Red	£38.00	£5.46	Yes
30292	Lever Arch File	Foolscap Lever Arch File	1	Green	£38.00	£5.46	Yes

Activity 18d

Graham Brown NOT Blue stationery items							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
30293	Lever Arch File	Foolscap LeverArch File	1	Yellow	£38.00	£5.46	Yes
30312	Binder	PVC 38mm	1	Black	£5.35	£1.24	Yes
30314	Binder	PVC 38mm	1	Red	£5.35	£1.24	Yes
30315	Binder	PVC 38mm	1	Green	£5.35	£1.24	Yes
30316	Binder	PVC 38mm	1	White	£5.35	£1.24	Yes
30317	Binder	PVC 50mm	1	Black	£6.48	£1.26	Yes
30318	Binder	PVC 65mm	1	Black	£7.30	£1.36	Yes
30320	Binder	PVC 65mm	1	Red	£7.30	£1.36	Yes
30321	Binder	PVC 65mm	1	Green	£7.30	£1.36	Yes
30322	Binder	PVC 65mm	1	White	£7.30	£1.36	Yes
31042	Folder	Square Cut Folder 180gsm Foolscap	1	Buff	£18.36	£0.96	Yes
31043	Folder	Square Cut Folder 180gsm foolscap	1	Red	£18.36	£0.96	Yes
31044	Folder	Square Cut Folder 180gsm foolscap	1	Green	£18.36	£0.96	Yes
31045	Folder	Square Cut Folder 180gsm Foolscap	1	Yellow	£18.36	£0.96	Yes
31046	Folder	Square Cut Folder 180gsm foolscap	1	Grey	£18.36	£0.96	Yes
31047	Folder	Square Cut Folder 180gsm foolscap	1	Orange	£18.36	£0.96	Yes
31048	Folder	Square Cut Folder 180gsm foolscap	1	Pink	£18.36	£0.96	Yes
36429	Folder	Square Cut Folder 270gsm A4	1	Grey	£25.50	£4.52	Yes
36430	Folder	Square Cut Folder 270gsm A4	1	Yellow	£25.50	£4.52	Yes
36431	Folder	Square Cut Folder 270gsm A4	1	Buff	£25.50	£4.52	Yes
36432	Folder	Square Cut Folder 270gsm A4	1	Green	£25.50	£4.52	Yes
36433	Folder	Square Cut Folder 270gsm A4	1	Pink	£25.50	£4.52	Yes
36434	Folder	Square Cut Folder 270gsm A4	1	Red	£25.50	£4.52	Yes
36435	Folder	Square Cut Folder 270gsm A4	1	Orange	£25.50	£4.52	Yes
39369	Lever Arch File	A4 Lever Arch File	1	Black	£38.00	£6.38	Yes
39371	Lever Arch File	A4 Lever Arch File	1	Red	£38.00	£6.38	Yes
39372	Lever Arch File	A4 Lever Arch File	1	Green	£38.00	£6.38	Yes
39373	Lever Arch File	A4 Lever Arch File	1	Yellow	£38.00	£6.38	Yes
44253	Organiser File	5 Part Organiser Files	1	Green	£23.70	£11.92	No
44254	Organiser File	7 Part Organiser Files	1	Green	£25.50	£12.77	No
44255	Organiser File	9 Part Organiser Files	1	Green	£28.50	£14.68	No
44279	Lever Arch File	Laminated Lever Arch Files	1	Green	£57.22	£28.96	No
44280	Lever Arch File	Laminated Lever Arch Files	1	Grey	£57.22	£28.96	No
44281	Lever Arch File	Laminated Lever Arch Files	1	Purple	£57.22	£28.96	No
44282	Lever Arch File	Laminated Lever Arch Files	1	Red	£57.22	£28.96	No
44283	Lever Arch File	Laminated Lever Arch Files	1	Red	£57.22	£28.96	No

Correct results

1 mark

Q4

Activity 18d

The screenshot shows the Access Query Design view. The design grid is as follows:

Field:	Quantity	Colour	SPrice	PPrice	Discount	
Table:	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery	
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Criteria:		"Red"			Yes	
or:						

A yellow callout box points to the 'Red' entry in the Criteria row, containing the text: **Correct search string 2 marks**

Graham Brown Red item with discount							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
3526	Lever Arch File	Lever Arch Files A4	1	Red	£61.73	£28.55	Yes
3852	Lever Arch File	Lever Arch Files Foolscap	1	Red	£61.73	£28.55	Yes
17555	Organiser File	5 Part Organiser Files	1	Red	£23.70	£11.00	Yes
21275	Lever Arch File	Elite 70 Lever Arch File A4	1	Red	£45.70	£11.39	Yes
21276	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Red	£45.70	£11.39	Yes
26746	Folder	Square Cut Folder 270gsm Foolscap	1	Red	£29.76	£2.02	Yes
30060	Binder	PVC 25mm	1	Red	£5.30	£1.19	Yes
30106	Binder	PVC 50mm	1	Red	£6.48	£1.26	Yes
30288	Lever Arch File	Foolscap Lever Arch File	1	Red	£38.00	£5.46	Yes
30314	Binder	PVC 38mm	1	Red	£5.35	£1.24	Yes
30320	Binder	PVC 65mm	1	Red	£7.30	£1.36	Yes
31043	Folder	Square Cut Folder 180gsm foolscap	1	Red	£18.36	£0.96	Yes
36434	Folder	Square Cut Folder 270gsm A4	1	Red	£25.50	£4.52	Yes
39371	Lever Arch File	A4 Lever Arch File	1	Red	£38.00	£6.38	Yes

Correct results 1 mark

Activity 18d

Q5

The screenshot shows the Microsoft Access interface. The title bar indicates the file path: 'Activity18d: Database- D:\0417 New textbook\C...'. The ribbon includes 'FILE', 'HOME', 'CREATE', 'EXTERNAL DATA', 'DATABASE TOOLS', and 'QUERY TOOLS'. The 'DESIGN' view is active, showing a query named 'Graham Brown Type contains 'file''. The 'Criteria' row for the 'Type' field contains the search string 'Like **File**'. A yellow callout box with a pointer to this field contains the text 'Correct search string 2 marks'. The 'Navigation Pane' on the left shows the 'tblStationery' table with fields: Code, Type, Description, Quantity, Colour, SPrice, PPrice, and Discount. The 'Form View' tab is selected at the bottom.

Graham Brown Type contains 'file'							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
2336	Lever Arch File	Lever Arch File Foolsap	1		£55.30	£23.39	Yes
3445	Lever Arch File	Lever Arch Files A4	1	Blue	£61.73	£28.55	Yes
3447	Lever Arch File	Lever Arch Files A4	1	Green	£61.73	£28.55	Yes
3526	Lever Arch File	Lever Arch Files A4	1	Red	£61.73	£28.55	Yes
3534	Lever Arch File	Lever Arch Files A4	1	Yellow	£61.73	£28.55	Yes
3623	Lever Arch File	Lever Arch Files Foolsap	1	Blue	£61.73	£28.55	Yes
3631	Lever Arch File	Lever Arch Files Foolsap	1	Green	£61.73	£28.55	Yes
3658	Lever Arch File	Lever Arch File A4	1		£55.30	£20.48	Yes
3852	Lever Arch File	Lever Arch Files Foolsap	1	Red	£61.73	£28.55	Yes
3860	Lever Arch File	Lever Arch Files Foolsap	1	Yellow	£61.73	£28.55	Yes
7610	Lever Arch File	Elite 70 Lever Arch File Foolsap	1	Black	£45.70	£11.39	Yes
7612	Lever Arch File	Elite 70 Lever Arch File A4	1	Black	£45.70	£11.39	Yes
12866	Lever Arch File	Lever Arch Files Foolsap	1	Black	£61.73	£31.96	No
12869	Lever Arch File	Lever Arch Files A4	1	Black	£61.73	£28.55	Yes
16601	Organiser File	5 Part Organiser Files	1	Blue	£23.70	£11.00	Yes
16602	Organiser File	5 Part Organiser Files	1	Yellow	£23.70	£11.00	Yes
16603	Organiser File	7 Part Organiser Files	1	Blue	£25.50	£12.77	No
16604	Organiser File	7 Part Organiser Files	1	Yellow	£25.50	£12.77	No

Activity 18d

Graham Brown Type contains 'file'							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
16605	Organiser File	9 Part Organiser Files	1	Blue	£28.50	£14.68	No
16606	Organiser File	9 Part Organiser Files	1	Yellow	£28.50	£14.68	No
17555	Organiser File	5 Part Organiser Files	1	Red	£23.70	£11.00	Yes
17556	Organiser File	9 Part Organiser Files	1	Red	£28.50	£14.68	No
17557	Organiser File	7 Part Organiser Files	1	Red	£25.50	£12.77	No
21273	Lever Arch File	Elite 70 Lever Arch File A4	1	Blue	£45.70	£11.39	Yes
21274	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Blue	£45.70	£11.39	Yes
21275	Lever Arch File	Elite 70 Lever Arch File A4	1	Red	£45.70	£11.39	Yes
21276	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Red	£45.70	£11.39	Yes
26748	Lever Arch File	Foolscap Lever Arch File	1	Cloud	£35.99	£1.92	Yes
26749	Lever Arch File	A4 Lever Arch File	1	Cloud	£35.99	£1.92	Yes
30269	Lever Arch File	Foolscap Lever Arch File	1		£4.12	£0.34	Yes
30286	Lever Arch File	Foolscap Lever Arch File	1	Black	£38.00	£5.46	Yes
30287	Lever Arch File	Foolscap Lever Arch File	1	Blue	£38.00	£5.46	Yes
30288	Lever Arch File	Foolscap Lever Arch File	1	Red	£38.00	£5.46	Yes
30292	Lever Arch File	Foolscap Lever Arch File	1	Green	£38.00	£5.46	Yes
30293	Lever Arch File	Foolscap Lever Arch File	1	Yellow	£38.00	£5.46	Yes
31492	Lever Arch File	A4 Lever Arch File Pkd 1	1		£4.12	£0.34	Yes
39369	Lever Arch File	A4 Lever Arch File	1	Black	£38.00	£6.38	Yes
39370	Lever Arch File	A4 Lever Arch File	1	Blue	£38.00	£6.38	Yes
39371	Lever Arch File	A4 Lever Arch File	1	Red	£38.00	£6.38	Yes
39372	Lever Arch File	A4 Lever Arch File	1	Green	£38.00	£6.38	Yes
39373	Lever Arch File	A4 Lever Arch File	1	Yellow	£38.00	£6.38	Yes
44253	Organiser File	5 Part Organiser Files	1	Green	£23.70	£11.92	No
44254	Organiser File	7 Part Organiser Files	1	Green	£25.50	£12.77	No
44255	Organiser File	9 Part Organiser Files	1	Green	£28.50	£14.68	No
44278	Lever Arch File	Laminated Lever Arch Files	1	Blue	£57.22	£28.96	No
44279	Lever Arch File	Laminated Lever Arch Files	1	Green	£57.22	£28.96	No
44280	Lever Arch File	Laminated Lever Arch Files	1	Grey	£57.22	£28.96	No
44281	Lever Arch File	Laminated Lever Arch Files	1	Purple	£57.22	£28.96	No
44282	Lever Arch File	Laminated Lever Arch Files	1	Red	£57.22	£28.96	No
44283	Lever Arch File	Laminated Lever Arch Files	1	Yellow	£57.22	£28.96	No

Correct results

1 mark

Activity 18d

Q6

The screenshot shows the Microsoft Access interface. The title bar indicates the database is 'Activity18d: Database- D:\0417 New textbook\C...'. The ribbon includes 'FILE', 'HOME', 'CREATE', 'EXTERNAL DATA', 'DATABASE TOOLS', and 'QUERY TOOLS'. The 'DESIGN' view is active. The query is named 'Graham Brown Description contains 'file''. The design grid is as follows:

Field:	Code	Type	Description	Quantity	Colour	SPrice
Table:	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery
Sort:						
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Criteria:			Like **File**			
or:						

A yellow callout bubble points to the 'Criteria' row in the 'Description' column, containing the text 'Correct search string' and '2 marks'.

Graham Brown Description contains 'file'							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
2336	Lever Arch File	Lever Arch File Foolsap	1		£55.30	£23.39	Yes
3445	Lever Arch File	Lever Arch Files A4	1	Blue	£61.73	£28.55	Yes
3447	Lever Arch File	Lever Arch Files A4	1	Green	£61.73	£28.55	Yes
3526	Lever Arch File	Lever Arch Files A4	1	Red	£61.73	£28.55	Yes
3534	Lever Arch File	Lever Arch Files A4	1	Yellow	£61.73	£28.55	Yes
3623	Lever Arch File	Lever Arch Files Foolsap	1	Blue	£61.73	£28.55	Yes
3631	Lever Arch File	Lever Arch Files Foolsap	1	Green	£61.73	£28.55	Yes
3658	Lever Arch File	Lever Arch File A4	1		£55.30	£20.48	Yes
3852	Lever Arch File	Lever Arch Files Foolsap	1	Red	£61.73	£28.55	Yes
3860	Lever Arch File	Lever Arch Files Foolsap	1	Yellow	£61.73	£28.55	Yes
7610	Lever Arch File	Elite 70 Lever Arch File Foolsap	1	Black	£45.70	£11.39	Yes
7612	Lever Arch File	Elite 70 Lever Arch File A4	1	Black	£45.70	£11.39	Yes
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	£7.08	£3.76	No
10278	Spine Label	Lever Arch File Spine Labels	10	Black	£7.08	£3.76	No
10279	Spine Label	Lever Arch File Spine Labels	10	Red	£7.08	£3.76	No
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	£7.08	£3.76	No
10281	Spine Label	Lever Arch File Spine Labels	10	Green	£7.08	£3.76	No
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	£7.08	£3.76	No

Activity 18d

Graham Brown Description contains 'file'							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
12866	Lever Arch File	Lever Arch Files Foolscap	1	Black	£61.73	£31.96	No
12869	Lever Arch File	Lever Arch Files A4	1	Black	£61.73	£28.55	Yes
16601	Organiser File	5 Part Organiser Files	1	Blue	£23.70	£11.00	Yes
16602	Organiser File	5 Part Organiser Files	1	Yellow	£23.70	£11.00	Yes
16603	Organiser File	7 Part Organiser Files	1	Blue	£25.50	£12.77	No
16604	Organiser File	7 Part Organiser Files	1	Yellow	£25.50	£12.77	No
16605	Organiser File	9 Part Organiser Files	1	Blue	£28.50	£14.68	No
16606	Organiser File	9 Part Organiser Files	1	Yellow	£28.50	£14.68	No
17555	Organiser File	5 Part Organiser Files	1	Red	£23.70	£11.00	Yes
17556	Organiser File	9 Part Organiser Files	1	Red	£28.50	£14.68	No
17557	Organiser File	7 Part Organiser Files	1	Red	£25.50	£12.77	No
21273	Lever Arch File	Elite 70 Lever Arch File A4	1	Blue	£45.70	£11.39	Yes
21274	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Blue	£45.70	£11.39	Yes
21275	Lever Arch File	Elite 70 Lever Arch File A4	1	Red	£45.70	£11.39	Yes
21276	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Red	£45.70	£11.39	Yes
26748	Lever Arch File	Foolscap Lever Arch File	1	Cloud	£35.99	£1.92	Yes
26749	Lever Arch File	A4 Lever Arch File	1	Cloud	£35.99	£1.92	Yes
30269	Lever Arch File	Foolscap Lever Arch File	1		£4.12	£0.34	Yes
30286	Lever Arch File	Foolscap Lever Arch File	1	Black	£38.00	£5.46	Yes
30287	Lever Arch File	Foolscap Lever Arch File	1	Blue	£38.00	£5.46	Yes
30288	Lever Arch File	Foolscap Lever Arch File	1	Red	£38.00	£5.46	Yes
30292	Lever Arch File	Foolscap Lever Arch File	1	Green	£38.00	£5.46	Yes
30293	Lever Arch File	Foolscap LeverArch File	1	Yellow	£38.00	£5.46	Yes
31492	Lever Arch File	A4 Lever Arch File Pkd 1	1		£4.12	£0.34	Yes
39369	Lever Arch File	A4 Lever Arch File	1	Black	£38.00	£6.38	Yes
39370	Lever Arch File	A4 Lever Arch File	1	Blue	£38.00	£6.38	Yes
39371	Lever Arch File	A4 Lever Arch File	1	Red	£38.00	£6.38	Yes
39372	Lever Arch File	A4 Lever Arch File	1	Green	£38.00	£6.38	Yes
39373	Lever Arch File	A4 Lever Arch File	1	Yellow	£38.00	£6.38	Yes
44253	Organiser File	5 Part Organiser Files	1	Green	£23.70	£11.92	No
44254	Organiser File	7 Part Organiser Files	1	Green	£25.50	£12.77	No
44255	Organiser File	9 Part Organiser Files	1	Green	£28.50	£14.68	No
44278	Lever Arch File	Laminated Lever Arch Files	1	Blue	£57.22	£28.96	No
44279	Lever Arch File	Laminated Lever Arch Files	1	Green	£57.22	£28.96	No
44280	Lever Arch File	Laminated Lever Arch Files	1	Grey	£57.22	£28.96	No
44281	Lever Arch File	Laminated Lever Arch Files	1	Purple	£57.22	£28.96	No
44282	Lever Arch File	Laminated Lever Arch Files	1	Red	£57.22	£28.96	No
44283	Lever Arch File	Laminated Lever Arch Files	1	Yellow	£57.22	£28.96	No

Correct results

1 mark

Activity 18d

Q7

Correct search string 2 marks

Field:	Type	Description	Quantity	Colour	SPrice	PPrice
Table:	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery
Sort:						
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Criteria:			<= 10			
or:						

Graham Brown Quantity <=10							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
2336	Lever Arch File	Lever Arch File Foolscap	1		£55.30	£23.39	Yes
3445	Lever Arch File	Lever Arch Files A4	1	Blue	£61.73	£28.55	Yes
3447	Lever Arch File	Lever Arch Files A4	1	Green	£61.73	£28.55	Yes
3526	Lever Arch File	Lever Arch Files A4	1	Red	£61.73	£28.55	Yes
3534	Lever Arch File	Lever Arch Files A4	1	Yellow	£61.73	£28.55	Yes
3623	Lever Arch File	Lever Arch Files Foolscap	1	Blue	£61.73	£28.55	Yes
3631	Lever Arch File	Lever Arch Files Foolscap	1	Green	£61.73	£28.55	Yes
3658	Lever Arch File	Lever Arch File A4	1		£55.30	£20.48	Yes
3852	Lever Arch File	Lever Arch Files Foolscap	1	Red	£61.73	£28.55	Yes
3860	Lever Arch File	Lever Arch Files Foolscap	1	Yellow	£61.73	£28.55	Yes
7610	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Black	£45.70	£11.39	Yes
7612	Lever Arch File	Elite 70 Lever Arch File A4	1	Black	£45.70	£11.39	Yes
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	£7.08	£3.76	No
10278	Spine Label	Lever Arch File Spine Labels	10	Black	£7.08	£3.76	No
10279	Spine Label	Lever Arch File Spine Labels	10	Red	£7.08	£3.76	No
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	£7.08	£3.76	No
10281	Spine Label	Lever Arch File Spine Labels	10	Green	£7.08	£3.76	No
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	£7.08	£3.76	No

Activity 18d

Graham Brown Quantity <=10							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
12866	Lever Arch File	Lever Arch Files Foolscap	1	Black	£61.73	£31.96	No
12869	Lever Arch File	Lever Arch Files A4	1	Black	£61.73	£28.55	Yes
16601	Organiser File	5 Part Organiser Files	1	Blue	£23.70	£11.00	Yes
16602	Organiser File	5 Part Organiser Files	1	Yellow	£23.70	£11.00	Yes
16603	Organiser File	7 Part Organiser Files	1	Blue	£25.50	£12.77	No
16604	Organiser File	7 Part Organiser Files	1	Yellow	£25.50	£12.77	No
16605	Organiser File	9 Part Organiser Files	1	Blue	£28.50	£14.68	No
16606	Organiser File	9 Part Organiser Files	1	Yellow	£28.50	£14.68	No
17555	Organiser File	5 Part Organiser Files	1	Red	£23.70	£11.00	Yes
17556	Organiser File	9 Part Organiser Files	1	Red	£28.50	£14.68	No
17557	Organiser File	7 Part Organiser Files	1	Red	£25.50	£12.77	No
21273	Lever Arch File	Elite 70 Lever Arch File A4	1	Blue	£45.70	£11.39	Yes
21274	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Blue	£45.70	£11.39	Yes
21275	Lever Arch File	Elite 70 Lever Arch File A4	1	Red	£45.70	£11.39	Yes
21276	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Red	£45.70	£11.39	Yes
26739	Folder	Square Cut Folder 270gsm Foolscap	1	Blue	£29.76	£2.02	Yes
26740	Folder	Square Cut Folder 270gsm Foolscap	1	Buff	£29.76	£2.02	Yes
26741	Folder	Square Cut Folder 270gsm Foolscap	1	Green	£29.76	£2.02	Yes
26742	Folder	Square Cut Folder 270gsm Foolscap	1	Orange	£29.76	£2.02	Yes
26743	Folder	Square Cut Folder 270gsm Foolscap	1	Yellow	£29.76	£2.02	Yes
26744	Folder	Square Cut Folder 270gsm Foolscap	1	Pink	£29.76	£2.02	Yes
26745	Folder	Square Cut Folder 270gsm Foolscap	1	Grey	£29.76	£2.02	Yes
26746	Folder	Square Cut Folder 270gsm Foolscap	1	Red	£29.76	£2.02	Yes
26747	Folder	Square Cut Folder 180gsm	1	Buff	£8.58	£0.66	Yes
26748	Lever Arch File	Foolscap Lever Arch File	1	Cloud	£35.99	£1.92	Yes
26749	Lever Arch File	A4 Lever Arch File	1	Cloud	£35.99	£1.92	Yes
30058	Binder	PVC 25mm	1	Black	£5.30	£1.19	Yes
30059	Binder	PVC 25mm	1	Blue	£5.30	£1.19	Yes
30060	Binder	PVC 25mm	1	Red	£5.30	£1.19	Yes
30061	Binder	PVC 25mm	1	Green	£5.30	£1.19	Yes
30062	Binder	PVC 25mm	1	White	£5.30	£1.19	Yes
30105	Binder	PVC 50mm	1	Blue	£6.48	£1.26	Yes
30106	Binder	PVC 50mm	1	Red	£6.48	£1.26	Yes
30107	Binder	PVC 50mm	1	Green	£6.48	£1.26	Yes
30269	Lever Arch File	Foolscap Lever Arch File	1		£4.12	£0.34	Yes
30276	Binder	PVC 50mm	1	White	£6.48	£1.26	Yes
30286	Lever Arch File	Foolscap Lever Arch File	1	Black	£38.00	£5.46	Yes
30287	Lever Arch File	Foolscap Lever Arch File	1	Blue	£38.00	£5.46	Yes
30288	Lever Arch File	Foolscap Lever Arch File	1	Red	£38.00	£5.46	Yes

Activity 18d

Graham Brown Quantity <=10							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
30292	Lever Arch File	Foolscap Lever Arch File	1	Green	£38.00	£5.46	Yes
30293	Lever Arch File	Foolscap LeverArch File	1	Yellow	£38.00	£5.46	Yes
30312	Binder	PVC 38mm	1	Black	£5.35	£1.24	Yes
30313	Binder	PVC 38mm	1	Blue	£5.35	£1.24	Yes
30314	Binder	PVC 38mm	1	Red	£5.35	£1.24	Yes
30315	Binder	PVC 38mm	1	Green	£5.35	£1.24	Yes
30316	Binder	PVC 38mm	1	White	£5.35	£1.24	Yes
30317	Binder	PVC 50mm	1	Black	£6.48	£1.26	Yes
30318	Binder	PVC 65mm	1	Black	£7.30	£1.36	Yes
30319	Binder	PVC 65mm	1	Blue	£7.30	£1.24	Yes
30320	Binder	PVC 65mm	1	Red	£7.30	£1.36	Yes
30321	Binder	PVC 65mm	1	Green	£7.30	£1.36	Yes
30322	Binder	PVC 65mm	1	White	£7.30	£1.36	Yes
31041	Folder	Square Cut Folder 180gsm foolscap	1	Blue	£18.36	£0.96	Yes
31042	Folder	Square Cut Folder 180gsm Foolscap	1	Buff	£18.36	£0.96	Yes
31043	Folder	Square Cut Folder 180gsm foolscap	1	Red	£18.36	£0.96	Yes
31044	Folder	Square Cut Folder 180gsm foolscap	1	Green	£18.36	£0.96	Yes
31045	Folder	Square Cut Folder 180gsm Foolscap	1	Yellow	£18.36	£0.96	Yes
31046	Folder	Square Cut Folder 180gsm foolscap	1	Grey	£18.36	£0.96	Yes
31047	Folder	Square Cut Folder 180gsm foolscap	1	Orange	£18.36	£0.96	Yes
31048	Folder	Square Cut Folder 180gsm foolscap	1	Pink	£18.36	£0.96	Yes
31492	Lever Arch File	A4 Lever Arch File Pkd 1	1		£4.12	£0.34	Yes
36428	Folder	Square Cut Folder 270gsm A4	1	Blue	£25.50	£4.52	Yes
36429	Folder	Square Cut Folder 270gsm A4	1	Grey	£25.50	£4.52	Yes
36430	Folder	Square Cut Folder 270gsm A4	1	Yellow	£25.50	£4.52	Yes
36431	Folder	Square Cut Folder 270gsm A4	1	Buff	£25.50	£4.52	Yes
36432	Folder	Square Cut Folder 270gsm A4	1	Green	£25.50	£4.52	Yes
36433	Folder	Square Cut Folder 270gsm A4	1	Pink	£25.50	£4.52	Yes
36434	Folder	Square Cut Folder 270gsm A4	1	Red	£25.50	£4.52	Yes
36435	Folder	Square Cut Folder 270gsm A4	1	Orange	£25.50	£4.52	Yes
39369	Lever Arch File	A4 Lever Arch File	1	Black	£38.00	£6.38	Yes
39370	Lever Arch File	A4 Lever Arch File	1	Blue	£38.00	£6.38	Yes
39371	Lever Arch File	A4 Lever Arch File	1	Red	£38.00	£6.38	Yes
39372	Lever Arch File	A4 Lever Arch File	1	Green	£38.00	£6.38	Yes
39373	Lever Arch File	A4 Lever Arch File	1	Yellow	£38.00	£6.38	Yes
44253	Organiser File	5 Part Organiser Files	1	Green	£23.70	£11.92	No
44254	Organiser File	7 Part Organiser Files	1	Green	£25.50	£12.77	No
44255	Organiser File	9 Part Organiser Files	1	Green	£28.50	£14.68	No
44278	Lever Arch File	Laminated Lever Arch Files	1	Blue	£57.22	£28.96	No

Activity 18d

Graham Brown Quantity <=10							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
44279	Lever Arch File	Laminated Lever Arch Files	1	Green	£57.22	£28.96	No
44280	Lever Arch File	Laminated Lever Arch Files	1	Grey	£57.22	£28.96	No
44281	Lever Arch File	Laminated Lever Arch Files	1	Purple	£57.22	£28.96	No
44282	Lever Arch File	Laminated Lever Arch Files	1	Red	£57.22	£28.96	No
44283	Lever Arch File	Laminated Lever Arch Files	1	Yellow	£57.22	£28.96	No

Q8

Correct results 1 mark

The screenshot shows the Microsoft Access interface. The title bar indicates the database is 'Activity18d : Database- D:\0417 New textbook\C...'. The ribbon is set to 'DESIGN' under 'QUERY TOOLS'. The 'Criteria' row in the design grid shows the field 'Quantity' with a value of '10'. A yellow callout box points to the '10' with the text 'Correct search string 2 marks'. The 'Navigation Pane' on the left shows the 'tblStationery' table with fields: Code, Type, Description, Quantity, Colour, SPrice, PPrice, and Discount. The status bar at the bottom shows 'Form View' and 'NUM LOCK'.

Graham Brown Quantity is 10							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	£7.08	£3.76	No
10278	Spine Label	Lever Arch File Spine Labels	10	Black	£7.08	£3.76	No
10279	Spine Label	Lever Arch File Spine Labels	10	Red	£7.08	£3.76	No
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	£7.08	£3.76	No
10281	Spine Label	Lever Arch File Spine Labels	10	Green	£7.08	£3.76	No
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	£7.08	£3.76	No

Correct results 1 mark

Activity 18d

Q9

Correct search string 2 marks

Field:	Description	Quantity	Colour	SPrice	PPrice	Discount
Table:	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery
Sort:						
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Criteria:		>1				
or:						

Graham Brown Quantity >1							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	£7.08	£3.76	No
10278	Spine Label	Lever Arch File Spine Labels	10	Black	£7.08	£3.76	No
10279	Spine Label	Lever Arch File Spine Labels	10	Red	£7.08	£3.76	No
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	£7.08	£3.76	No
10281	Spine Label	Lever Arch File Spine Labels	10	Green	£7.08	£3.76	No
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	£7.08	£3.76	No
47478	Spine Label	Eastlight Spine Label	100		£30.00	£13.86	Yes

Correct results 1 mark

Activity 18d

Q10

Correct search string 2 marks

Field:	Code	Type	Description	Quantity	Colour	SPrice
Table:	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery
Sort:						
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Criteria:				>=10		
or:						

Graham Brown Quantity >=10							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	£7.08	£3.76	No
10278	Spine Label	Lever Arch File Spine Labels	10	Black	£7.08	£3.76	No
10279	Spine Label	Lever Arch File Spine Labels	10	Red	£7.08	£3.76	No
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	£7.08	£3.76	No
10281	Spine Label	Lever Arch File Spine Labels	10	Green	£7.08	£3.76	No
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	£7.08	£3.76	No
47478	Spine Label	Eastlight Spine Label	100		£30.00	£13.86	Yes

Correct results 1 mark

Activity 18d

Q11

The screenshot shows the Microsoft Access interface. The title bar indicates the database is 'Activity18d: Database- D:\0417 New textbook\C...'. The ribbon includes 'FILE', 'HOME', 'CREATE', 'EXTERNAL DATA', 'DATABASE TOOLS', and 'QUERY TOOLS'. The 'DESIGN' view is active. The 'Navigation Pane' on the left shows a table named 'tblStationery' with the following fields: Code, Type, Description, Quantity, Colour, SPrice, PPrice, and Discount. The main window displays a query named 'Graham Brown Sales Price <10'. The query design grid shows the following fields and criteria:

Field:	Description	Quantity	Colour	SPrice	PPrice	Discount
Table:	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery	tblStationery
Sort:						
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Criteria:				<10		
or:						

A yellow callout box points to the SPrice field with the text 'Correct search string' and '2 marks'.

Graham Brown Sales Price <10							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	£7.08	£3.76	No
10278	Spine Label	Lever Arch File Spine Labels	10	Black	£7.08	£3.76	No
10279	Spine Label	Lever Arch File Spine Labels	10	Red	£7.08	£3.76	No
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	£7.08	£3.76	No
10281	Spine Label	Lever Arch File Spine Labels	10	Green	£7.08	£3.76	No
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	£7.08	£3.76	No
26747	Folder	Square Cut Folder 180gsm	1	Buff	£8.58	£0.66	Yes
30058	Binder	PVC 25mm	1	Black	£5.30	£1.19	Yes
30059	Binder	PVC 25mm	1	Blue	£5.30	£1.19	Yes
30060	Binder	PVC 25mm	1	Red	£5.30	£1.19	Yes
30061	Binder	PVC 25mm	1	Green	£5.30	£1.19	Yes
30062	Binder	PVC 25mm	1	White	£5.30	£1.19	Yes
30105	Binder	PVC 50mm	1	Blue	£6.48	£1.26	Yes
30106	Binder	PVC 50mm	1	Red	£6.48	£1.26	Yes
30107	Binder	PVC 50mm	1	Green	£6.48	£1.26	Yes
30269	Lever Arch File	Foolscap Lever Arch File	1		£4.12	£0.34	Yes
30276	Binder	PVC 50mm	1	White	£6.48	£1.26	Yes
30312	Binder	PVC 38mm	1	Black	£5.35	£1.24	Yes

Activity 18d

Graham Brown Sales Price <10							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
30313	Binder	PVC 38mm	1	Blue	£5.35	£1.24	Yes
30314	Binder	PVC 38mm	1	Red	£5.35	£1.24	Yes
30315	Binder	PVC 38mm	1	Green	£5.35	£1.24	Yes
30316	Binder	PVC 38mm	1	White	£5.35	£1.24	Yes
30317	Binder	PVC 50mm	1	Black	£6.48	£1.26	Yes
30318	Binder	PVC 65mm	1	Black	£7.30	£1.36	Yes
30319	Binder	PVC 65mm	1	Blue	£7.30	£1.24	Yes
30320	Binder	PVC 65mm	1	Red	£7.30	£1.36	Yes
30321	Binder	PVC 65mm	1	Green	£7.30	£1.36	Yes
30322	Binder	PVC 65mm	1	White	£7.30	£1.36	Yes
31492	Lever Arch File	A4 Lever Arch File Pkd 1	1		£4.12	£0.34	Yes

Correct results

1 mark

Activity 18e

The screenshot shows the Microsoft Access Query Design View for a query named 'Graham Brown Calculated fields'. The ribbon includes 'QUERY TOOLS' and 'DESIGN'. The 'Navigation Pane' on the left shows the 'tblStationery' table with fields: Code, Type, Description, Quantity, Colour, SPrice, PPrice, and Discount. The design grid below shows the following fields and calculations:

Field:	[Discount]	Profit: [SPrice]-[PPrice]	Percent: [Profit]/[SPrice]	UnitProfit: [Profit]/[Quantity]		
Table:	tblStationery					
Sort:						
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Criteria:						
or:						

- | | |
|----------------------|---------|
| Profit: | 1 mark |
| Correct calculation | 2 marks |
| With square brackets | 1 mark |
| Percent: | 1 mark |
| Correct calculation | 2 marks |
| With square brackets | 1 mark |
| UnitProfit: | 1 mark |
| Correct calculation | 2 marks |
| With square brackets | 1 mark |

Activity 18e

Graham Brown Calculated fields										
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
2336	Lever Arch File	Lever Arch File Foolscap	1		£55.30	£23.39	Yes	£31.91	0.577034358047016	31.91
3445	Lever Arch File	Lever Arch Files A4	1	Blue	£61.73	£28.55	Yes	£33.18	0.537502024947351	33.18
3447	Lever Arch File	Lever Arch Files A4	1	Green	£61.73	£28.55	Yes	£33.18	0.537502024947351	33.18
3526	Lever Arch File	Lever Arch Files A4	1	Red	£61.73	£28.55	Yes	£33.18	0.537502024947351	33.18
3534	Lever Arch File	Lever Arch Files A4	1	Yellow	£61.73	£28.55	Yes	£33.18	0.537502024947351	33.18
3623	Lever Arch File	Lever Arch Files Foolscap	1	Blue	£61.73	£28.55	Yes	£33.18	0.537502024947351	33.18
3631	Lever Arch File	Lever Arch Files Foolscap	1	Green	£61.73	£28.55	Yes	£33.18	0.537502024947351	33.18
3658	Lever Arch File	Lever Arch File A4	1		£55.30	£20.48	Yes	£34.82	0.629656419529837	34.82
3852	Lever Arch File	Lever Arch Files Foolscap	1	Red	£61.73	£28.55	Yes	£33.18	0.537502024947351	33.18
3860	Lever Arch File	Lever Arch Files Foolscap	1	Yellow	£61.73	£28.55	Yes	£33.18	0.537502024947351	33.18
7610	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Black	£45.70	£11.39	Yes	£34.31	0.750765864332604	34.31
7612	Lever Arch File	Elite 70 Lever Arch File A4	1	Black	£45.70	£11.39	Yes	£34.31	0.750765864332604	34.31
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	£7.08	£3.76	No	£3.32	0.468926553672316	0.332
10278	Spine Label	Lever Arch File Spine Labels	10	Black	£7.08	£3.76	No	£3.32	0.468926553672316	0.332
10279	Spine Label	Lever Arch File Spine Labels	10	Red	£7.08	£3.76	No	£3.32	0.468926553672316	0.332
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	£7.08	£3.76	No	£3.32	0.468926553672316	0.332
10281	Spine Label	Lever Arch File Spine Labels	10	Green	£7.08	£3.76	No	£3.32	0.468926553672316	0.332
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	£7.08	£3.76	No	£3.32	0.468926553672316	0.332
12866	Lever Arch File	Lever Arch Files Foolscap	1	Black	£61.73	£31.96	No	£29.77	0.482261461202009	29.77
12869	Lever Arch File	Lever Arch Files A4	1	Black	£61.73	£28.55	Yes	£33.18	0.537502024947351	33.18
16601	Organiser File	5 Part Organiser Files	1	Blue	£23.70	£11.00	Yes	£12.70	0.535864978902954	12.7
16602	Organiser File	5 Part Organiser Files	1	Yellow	£23.70	£11.00	Yes	£12.70	0.535864978902954	12.7
16603	Organiser File	7 Part Organiser Files	1	Blue	£25.50	£12.77	No	£12.73	0.49921568627451	12.73
16604	Organiser File	7 Part Organiser Files	1	Yellow	£25.50	£12.77	No	£12.73	0.49921568627451	12.73
16605	Organiser File	9 Part Organiser Files	1	Blue	£28.50	£14.68	No	£13.82	0.484912280701754	13.82
16606	Organiser File	9 Part Organiser Files	1	Yellow	£28.50	£14.68	No	£13.82	0.484912280701754	13.82
17555	Organiser File	5 Part Organiser Files	1	Red	£23.70	£11.00	Yes	£12.70	0.535864978902954	12.7

Activity 18e

Graham Brown Calculated fields										
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
17556	Organiser File	9 Part Organiser Files	1	Red	£28.50	£14.68	No	£13.82	0.484912280701754	13.82
17557	Organiser File	7 Part Organiser Files	1	Red	£25.50	£12.77	No	£12.73	0.49921568627451	12.73
21273	Lever Arch File	Elite 70 Lever Arch File A4	1	Blue	£45.70	£11.39	Yes	£34.31	0.750765864332604	34.31
21274	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Blue	£45.70	£11.39	Yes	£34.31	0.750765864332604	34.31
21275	Lever Arch File	Elite 70 Lever Arch File A4	1	Red	£45.70	£11.39	Yes	£34.31	0.750765864332604	34.31
21276	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Red	£45.70	£11.39	Yes	£34.31	0.750765864332604	34.31
26739	Folder	Square Cut Folder 270gsm Foolscap	1	Blue	£29.76	£2.02	Yes	£27.74	0.932123655913978	27.74
26740	Folder	Square Cut Folder 270gsm Foolscap	1	Buff	£29.76	£2.02	Yes	£27.74	0.932123655913978	27.74
26741	Folder	Square Cut Folder 270gsm Foolscap	1	Green	£29.76	£2.02	Yes	£27.74	0.932123655913978	27.74
26742	Folder	Square Cut Folder 270gsm Foolscap	1	Orange	£29.76	£2.02	Yes	£27.74	0.932123655913978	27.74
26743	Folder	Square Cut Folder 270gsm Foolscap	1	Yellow	£29.76	£2.02	Yes	£27.74	0.932123655913978	27.74
26744	Folder	Square Cut Folder 270gsm Foolscap	1	Pink	£29.76	£2.02	Yes	£27.74	0.932123655913978	27.74
26745	Folder	Square Cut Folder 270gsm Foolscap	1	Grey	£29.76	£2.02	Yes	£27.74	0.932123655913978	27.74
26746	Folder	Square Cut Folder 270gsm Foolscap	1	Red	£29.76	£2.02	Yes	£27.74	0.932123655913978	27.74
26747	Folder	Square Cut Folder 180gsm	1	Buff	£8.58	£0.66	Yes	£7.92	0.923076923076923	7.92
26748	Lever Arch File	Foolscap Lever Arch File	1	Cloud	£35.99	£1.92	Yes	£34.07	0.946651847735482	34.07
26749	Lever Arch File	A4 Lever Arch File	1	Cloud	£35.99	£1.92	Yes	£34.07	0.946651847735482	34.07
30058	Binder	PVC 25mm	1	Black	£5.30	£1.19	Yes	£4.11	0.775471698113208	4.11
30059	Binder	PVC 25mm	1	Blue	£5.30	£1.19	Yes	£4.11	0.775471698113208	4.11
30060	Binder	PVC 25mm	1	Red	£5.30	£1.19	Yes	£4.11	0.775471698113208	4.11
30061	Binder	PVC 25mm	1	Green	£5.30	£1.19	Yes	£4.11	0.775471698113208	4.11
30062	Binder	PVC 25mm	1	White	£5.30	£1.19	Yes	£4.11	0.775471698113208	4.11
30105	Binder	PVC 50mm	1	Blue	£6.48	£1.26	Yes	£5.22	0.8055555555555555	5.22
30106	Binder	PVC 50mm	1	Red	£6.48	£1.26	Yes	£5.22	0.8055555555555555	5.22
30107	Binder	PVC 50mm	1	Green	£6.48	£1.26	Yes	£5.22	0.8055555555555555	5.22
30269	Lever Arch File	Foolscap Lever Arch File	1		£4.12	£0.34	Yes	£3.78	0.91747572815534	3.78
30276	Binder	PVC 50mm	1	White	£6.48	£1.26	Yes	£5.22	0.8055555555555555	5.22

Activity 18e

Graham Brown Calculated fields										
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
30286	Lever Arch File	Foolscap Lever Arch File	1	Black	£38.00	£5.46	Yes	£32.54	0.856315789473684	32.54
30287	Lever Arch File	Foolscap Lever Arch File	1	Blue	£38.00	£5.46	Yes	£32.54	0.856315789473684	32.54
30288	Lever Arch File	Foolscap Lever Arch File	1	Red	£38.00	£5.46	Yes	£32.54	0.856315789473684	32.54
30292	Lever Arch File	Foolscap Lever Arch File	1	Green	£38.00	£5.46	Yes	£32.54	0.856315789473684	32.54
30293	Lever Arch File	Foolscap LeverArch File	1	Yellow	£38.00	£5.46	Yes	£32.54	0.856315789473684	32.54
30312	Binder	PVC 38mm	1	Black	£5.35	£1.24	Yes	£4.11	0.768224299065421	4.11
30313	Binder	PVC 38mm	1	Blue	£5.35	£1.24	Yes	£4.11	0.768224299065421	4.11
30314	Binder	PVC 38mm	1	Red	£5.35	£1.24	Yes	£4.11	0.768224299065421	4.11
30315	Binder	PVC 38mm	1	Green	£5.35	£1.24	Yes	£4.11	0.768224299065421	4.11
30316	Binder	PVC 38mm	1	White	£5.35	£1.24	Yes	£4.11	0.768224299065421	4.11
30317	Binder	PVC 50mm	1	Black	£6.48	£1.26	Yes	£5.22	0.805555555555555	5.22
30318	Binder	PVC 65mm	1	Black	£7.30	£1.36	Yes	£5.94	0.813698630136986	5.94
30319	Binder	PVC 65mm	1	Blue	£7.30	£1.24	Yes	£6.06	0.83013698630137	6.06
30320	Binder	PVC 65mm	1	Red	£7.30	£1.36	Yes	£5.94	0.813698630136986	5.94
30321	Binder	PVC 65mm	1	Green	£7.30	£1.36	Yes	£5.94	0.813698630136986	5.94
30322	Binder	PVC 65mm	1	White	£7.30	£1.36	Yes	£5.94	0.813698630136986	5.94
31041	Folder	Square Cut Folder 180gsm foolscap	1	Blue	£18.36	£0.96	Yes	£17.40	0.947712418300654	17.4
31042	Folder	Square Cut Folder 180gsm Foolscap	1	Buff	£18.36	£0.96	Yes	£17.40	0.947712418300654	17.4
31043	Folder	Square Cut Folder 180gsm foolscap	1	Red	£18.36	£0.96	Yes	£17.40	0.947712418300654	17.4
31044	Folder	Square Cut Folder 180gsm foolscap	1	Green	£18.36	£0.96	Yes	£17.40	0.947712418300654	17.4
31045	Folder	Square Cut Folder 180gsm Foolscap	1	Yellow	£18.36	£0.96	Yes	£17.40	0.947712418300654	17.4
31046	Folder	Square Cut Folder 180gsm foolscap	1	Grey	£18.36	£0.96	Yes	£17.40	0.947712418300654	17.4
31047	Folder	Square Cut Folder 180gsm foolscap	1	Orange	£18.36	£0.96	Yes	£17.40	0.947712418300654	17.4
31048	Folder	Square Cut Folder 180gsm foolscap	1	Pink	£18.36	£0.96	Yes	£17.40	0.947712418300654	17.4
31492	Lever Arch File	A4 Lever Arch File Pkd 1	1		£4.12	£0.34	Yes	£3.78	0.91747572815534	3.78
36428	Folder	Square Cut Folder 270gsm A4	1	Blue	£25.50	£4.52	Yes	£20.98	0.822745098039216	20.98
36429	Folder	Square Cut Folder 270gsm A4	1	Grey	£25.50	£4.52	Yes	£20.98	0.822745098039216	20.98

Activity 18e

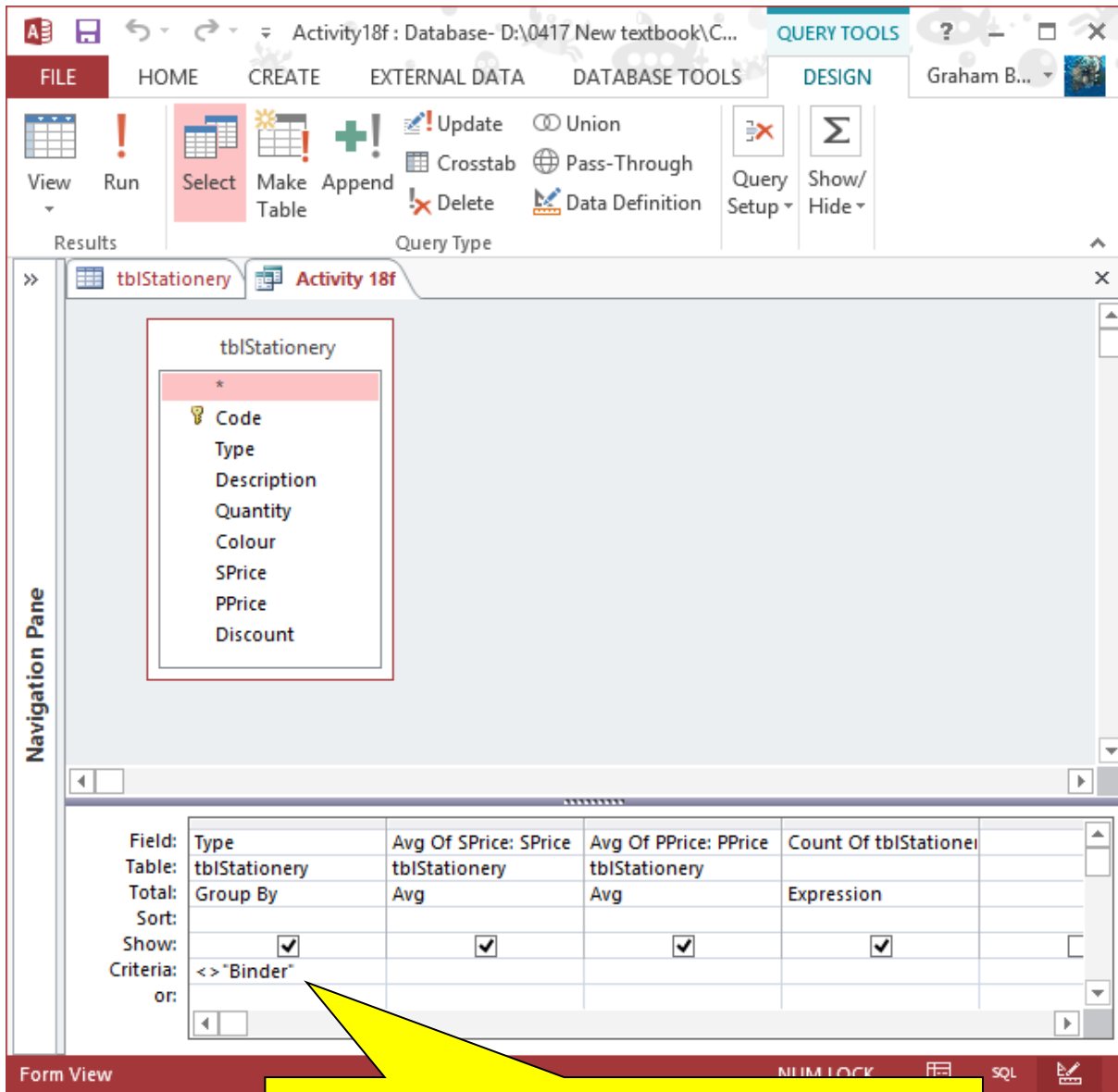
Graham Brown Calculated fields										
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
36430	Folder	Square Cut Folder 270gsm A4	1	Yellow	£25.50	£4.52	Yes	£20.98	0.822745098039216	20.98
36431	Folder	Square Cut Folder 270gsm A4	1	Buff	£25.50	£4.52	Yes	£20.98	0.822745098039216	20.98
36432	Folder	Square Cut Folder 270gsm A4	1	Green	£25.50	£4.52	Yes	£20.98	0.822745098039216	20.98
36433	Folder	Square Cut Folder 270gsm A4	1	Pink	£25.50	£4.52	Yes	£20.98	0.822745098039216	20.98
36434	Folder	Square Cut Folder 270gsm A4	1	Red	£25.50	£4.52	Yes	£20.98	0.822745098039216	20.98
36435	Folder	Square Cut Folder 270gsm A4	1	Orange	£25.50	£4.52	Yes	£20.98	0.822745098039216	20.98
39369	Lever Arch File	A4 Lever Arch File	1	Black	£38.00	£6.38	Yes	£31.62	0.832105263157895	31.62
39370	Lever Arch File	A4 Lever Arch File	1	Blue	£38.00	£6.38	Yes	£31.62	0.832105263157895	31.62
39371	Lever Arch File	A4 Lever Arch File	1	Red	£38.00	£6.38	Yes	£31.62	0.832105263157895	31.62
39372	Lever Arch File	A4 Lever Arch File	1	Green	£38.00	£6.38	Yes	£31.62	0.832105263157895	31.62
39373	Lever Arch File	A4 Lever Arch File	1	Yellow	£38.00	£6.38	Yes	£31.62	0.832105263157895	31.62
44253	Organiser File	5 Part Organiser Files	1	Green	£23.70	£11.92	No	£11.78	0.49704641350211	11.78
44254	Organiser File	7 Part Organiser Files	1	Green	£25.50	£12.77	No	£12.73	0.49921568627451	12.73
44255	Organiser File	9 Part Organiser Files	1	Green	£28.50	£14.68	No	£13.82	0.484912280701754	13.82
44278	Lever Arch File	Laminated Lever Arch Files	1	Blue	£57.22	£28.96	No	£28.26	0.493883257602237	28.26
44279	Lever Arch File	Laminated Lever Arch Files	1	Green	£57.22	£28.96	No	£28.26	0.493883257602237	28.26
44280	Lever Arch File	Laminated Lever Arch Files	1	Grey	£57.22	£28.96	No	£28.26	0.493883257602237	28.26
44281	Lever Arch File	Laminated Lever Arch Files	1	Purple	£57.22	£28.96	No	£28.26	0.493883257602237	28.26
44282	Lever Arch File	Laminated Lever Arch Files	1	Red	£57.22	£28.96	No	£28.26	0.493883257602237	28.26
44283	Lever Arch File	Laminated Lever Arch Files	1	Yellow	£57.22	£28.96	No	£28.26	0.493883257602237	28.26
47478	Spine Label	Eastlight Spine Label	100		£30.00	£13.86	Yes	£16.14	0.538	0.1614

Profit
 Calculated at run time 1 mark
 SPrice – Pprice (check figures) 2 marks

Percent
 Calculated at run time 1 mark
 Profit / SPrice (check figures) 2 marks

Unit Profit
 Calculated at run time 1 mark
 Profit / Quantity (check figures) 2 marks

Activity 18f



Type field 1 mark
 Not Binder 2 marks

Activity 18f			
Type	Avg Of SPrice	Avg Of PPrice	Count Of tblStationery
Lever Arch File	£47.52	£16.81	38
Organiser File	£25.90	£12.89	12
Spine Label	£10.35	£5.20	7
Folder	£23.90	£2.43	25

Correct averages for SPrice 1 mark
 Correct averages for PPrice 1 mark
 Correct number of items counted for each Type 1 mark
 Sorted into descending order 1 mark
on Average of PPrice 1 mark

Activity 18g

All stationery in stock

request for the manager

by Graham Brown

Code	Type	Description	Quantity	Colour	SPrice	Price	Discount
2336	Lever Arch File	Lever Arch File Foolscap	1		£55.30	£11.39	Yes
3445	Lever Arch File	Lever Arch Files A4	1	Blue	£61.73	£8.55	Yes
3447	Lever Arch File	Lever Arch Files A4	1	Green	£61.73	£8.55	Yes
3526	Lever Arch File	Lever Arch Files Foolscap	1		£61.73	£8.55	Yes
3534	Lever Arch File	Lever Arch Files Foolscap	1		£61.73	£8.55	Yes
3623	Lever Arch File	Lever Arch Files Foolscap	1		£61.73	£8.55	Yes
3631	Lever Arch File	Lever Arch Files Foolscap	1	Green	£61.73	£28.55	Yes
3658	Lever Arch File	Lever Arch File A4	1		£55.30	£20.48	Yes
3852	Lever Arch File	Lever Arch Files Foolscap	1	Red	£61.73	£28.55	Yes
3860	Lever Arch File	Lever Arch Files Foolscap	1	Yellow	£61.73	£28.55	Yes
7610	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Black	£45.70	£11.39	Yes
7612	Lever Arch File	Elite 70 Lever Arch File A4	1	Black	£45.70	£11.39	Yes
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	£7.08	£3.76	No
10278	Spine Label	Lever Arch File Spine Labels	10	Black	£7.08	£3.76	No
10279	Spine Label	Lever Arch File Spine Labels	10	Red	£7.08	£3.76	No
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	£7.08	£3.76	No
10281	Spine Label	Lever Arch File Spine Labels	10	Green	£7.08	£3.76	No
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	£7.08	£3.76	No
12866	Lever Arch File	Lever Arch Files Foolscap	1	Black	£61.73	£31.96	No

Title
Centre aligned 1 mark
First page only 1 mark
100% accurate 1 mark

Subtitle
Right aligned 1 mark
First page only 1 mark
100% accurate 1 mark

Activity 18g

by Graham Brown

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
12869	Lever Arch File	Lever Arch Files A4	1	Black	£61.73	£28.55	Yes
16601	Organiser File	5 Part Organiser Files	1	Blue	£23.70	£11.00	Yes
16602	Organiser File	5 Part Organiser Files	1	Yellow	£23.70	£11.00	Yes
16603	Organiser File	7 Part Organiser Files	1	Blue	£25.50	£12.77	No
16604	Organiser File	7 Part Organiser Files	1	Yellow	£25.50	£12.77	No
16605	Organiser File	9 Part Organiser Files	1	Blue	£28.50	£14.68	No
16606	Organiser File	9 Part Organiser Files	1	Yellow	£28.50	£14.68	No
17555	Organiser File	5 Part Organiser Files	1	Red	£23.70	£11.00	Yes
17556	Organiser File	9 Part Organiser Files	1	Red	£28.50	£14.68	No
17557	Organiser File	7 Part Organiser Files	1	Red	£25.50	£12.77	No
21273	Lever Arch File	Elite 70 Lever Arch File A4	1	Blue	£45.70	£11.39	Yes
21274	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Blue	£45.70	£11.39	Yes
21275	Lever Arch File	Elite 70 Lever Arch File A4	1	Red	£45.70	£11.39	Yes
21276	Lever Arch File	Elite 70 Lever Arch File Foolscap	1	Red	£45.70	£11.39	Yes
26739	Folder	Square Cut Folder 270gsm Foolscap	1	Blue	£29.76	£2.02	Yes
26740	Folder	Square Cut Folder 270gsm Foolscap	1	Buff	£29.76	£2.02	Yes
26741	Folder	Square Cut Folder 270gsm Foolscap	1	Green	£29.76	£2.02	Yes
26742	Folder	Square Cut Folder 270gsm Foolscap	1	Orange	£29.76	£2.02	Yes
26743	Folder	Square Cut Folder 270gsm Foolscap	1	Yellow	£29.76	£2.02	Yes
26744	Folder	Square Cut Folder 270gsm Foolscap	1	Pink	£29.76	£2.02	Yes
26745	Folder	Square Cut Folder 270gsm Foolscap	1	Grey	£29.76	£2.02	Yes
26746	Folder	Square Cut Folder 270gsm Foolscap	1	Red	£29.76	£2.02	Yes

Name
Right aligned in the header of every page 1 mark

Activity 18g

by Graham Brown

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
26747	Folder	Square Cut Folder 180gsm	1	Buff	£8.58	£0.66	Yes
26748	Lever Arch File	Foolscap Lever Arch File	1	Cloud	£35.99	£1.92	Yes
26749	Lever Arch File	A4 Lever Arch File	1	Cloud	£35.99	£1.92	Yes
30058	Binder	PVC 25mm	1	Black	£5.30	£1.19	Yes
30059	Binder	PVC 25mm	1	Blue	£5.30	£1.19	Yes
30060	Binder	PVC 25mm	1	Red	£5.30	£1.19	Yes
30061	Binder	PVC 25mm	1	Green	£5.30	£1.19	Yes
30062	Binder	PVC 25mm	1	White	£5.30	£1.19	Yes
30105	Binder	PVC 50mm	1	Blue	£6.48	£1.26	Yes
30106	Binder	PVC 50mm	1	Red	£6.48	£1.26	Yes
30107	Binder	PVC 50mm	1	Green	£6.48	£1.26	Yes
30269	Lever Arch File	Foolscap Lever Arch File	1		£4.12	£0.34	Yes
30276	Binder	PVC 50mm	1	White	£6.48	£1.26	Yes
30286	Lever Arch File	Foolscap Lever Arch File	1	Black	£38.00	£5.46	Yes
30287	Lever Arch File	Foolscap Lever Arch File	1	Blue	£38.00	£5.46	Yes
30288	Lever Arch File	Foolscap Lever Arch File	1	Red	£38.00	£5.46	Yes
30292	Lever Arch File	Foolscap Lever Arch File	1	Green	£38.00	£5.46	Yes
30293	Lever Arch File	Foolscap Lever Arch File	1	Yellow	£38.00	£5.46	Yes
30312	Binder	PVC 38mm	1	Black	£5.35	£1.24	Yes
30313	Binder	PVC 38mm	1	Blue	£5.35	£1.24	Yes
30314	Binder	PVC 38mm	1	Red	£5.35	£1.24	Yes
30315	Binder	PVC 38mm	1	Green	£5.35	£1.24	Yes

Activity 18g

by Graham Brown

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
30316	Binder	PVC 38mm	1	White	£5.35	£1.24	Yes
30317	Binder	PVC 50mm	1	Black	£6.48	£1.26	Yes
30318	Binder	PVC 65mm	1	Black	£7.30	£1.36	Yes
30319	Binder	PVC 65mm	1	Blue	£7.30	£1.24	Yes
30320	Binder	PVC 65mm	1	Red	£7.30	£1.36	Yes
30321	Binder	PVC 65mm	1	Green	£7.30	£1.36	Yes
30322	Binder	PVC 65mm	1	White	£7.30	£1.36	Yes
31041	Folder	Square Cut Folder 180gsm foolscap	1	Blue	£18.36	£0.96	Yes
31042	Folder	Square Cut Folder 180gsm Foolscap	1	Buff	£18.36	£0.96	Yes
31043	Folder	Square Cut Folder 180gsm foolscap	1	Red	£18.36	£0.96	Yes
31044	Folder	Square Cut Folder 180gsm foolscap	1	Green	£18.36	£0.96	Yes
31045	Folder	Square Cut Folder 180gsm Foolscap	1	Yellow	£18.36	£0.96	Yes
31046	Folder	Square Cut Folder 180gsm foolscap	1	Grey	£18.36	£0.96	Yes
31047	Folder	Square Cut Folder 180gsm foolscap	1	Orange	£18.36	£0.96	Yes
31048	Folder	Square Cut Folder 180gsm foolscap	1	Pink	£18.36	£0.96	Yes
31492	Lever Arch File	A4 Lever Arch File Pkd 1	1		£4.12	£0.34	Yes
36428	Folder	Square Cut Folder 270gsm A4	1	Blue	£25.50	£4.52	Yes
36429	Folder	Square Cut Folder 270gsm A4	1	Grey	£25.50	£4.52	Yes
36430	Folder	Square Cut Folder 270gsm A4	1	Yellow	£25.50	£4.52	Yes
36431	Folder	Square Cut Folder 270gsm A4	1	Buff	£25.50	£4.52	Yes
36432	Folder	Square Cut Folder 270gsm A4	1	Green	£25.50	£4.52	Yes
36433	Folder	Square Cut Folder 270gsm A4	1	Pink	£25.50	£4.52	Yes

Activity 18g

by Graham Brown

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
36434	Folder	Square Cut Folder 270gsm A4	1	Red	£25.50	£4.52	Yes
36435	Folder	Square Cut Folder 270gsm A4	1	Orange	£25.50	£4.52	Yes
39369	Lever Arch File	A4 Lever Arch File	1	Black	£38.00	£6.38	Yes
39370	Lever Arch File	A4 Lever Arch File	1	Blue	£38.00	£6.38	Yes
39371	Lever Arch File	A4 Lever Arch File	1	Red	£38.00	£6.38	Yes
39372	Lever Arch File	A4 Lever Arch File	1	Green	£38.00	£6.38	Yes
39373	Lever Arch File	A4 Lever Arch File	1	Yellow	£38.00	£6.38	Yes
44253	Organiser File	5 Part Organiser Files	1	Green	£23.70	£11.92	No
44254	Organiser File	7 Part Organiser Files	1	Green	£25.50	£12.77	No
44255	Organiser File	9 Part Organiser Files	1	Green	£28.50	£14.68	No
44278	Lever Arch File	Laminated Lever Arch Files	1	Blue	£57.22	£28.96	No
44279	Lever Arch File	Laminated Lever Arch Files	1	Green	£57.22	£28.96	No
44280	Lever Arch File	Laminated Lever Arch Files	1	Grey	£57.22	£28.96	No
44281	Lever Arch File	Laminated Lever Arch Files	1	Purple	£57.22	£28.96	No
44282	Lever Arch File	Laminated Lever Arch Files	1	Red	£57.22	£28.96	No
44283	Lever Arch File	Laminated Lever Arch Files	1	Yellow	£57.22	£28.96	No
47478	Spine Label	Eastlight Spine Label	100		£30.00	£13.86	Yes

Table

All data displayed	1 mark
Data and labels fully visible	1 mark
Landscape page	1 mark
Single page width	1 mark

Activity 18h

Quantity >=10

Report created by Graham Brown

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	£7.08	£3.76	No
10278	Spine Label	Lever Arch File Spine Labels	10	Black	£7.08	£3.76	No
10279	Spine Label	Lever Arch File Spine Labels	10	Red	£7.08	£3.76	No
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	£7.08	£3.76	No
10281	Spine Label	Lever Arch File Spine Labels	10	Green	£7.08	£3.76	No
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	£7.08	£3.76	No
47478	Spine Label	Eastlight Spine Label	100		£30.00	£13.86	Yes

02 January 2015

Page 1 of 1

Report
 All fields selected 1 mark
 Quantity >=10 ONLY 2 marks
 Fits within single page width 1 mark

Report Header
 Text entry 100% correct 1 mark
 Centre aligned 1 mark

Quantity >=10							
Report created by Graham Brown							
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount
Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount

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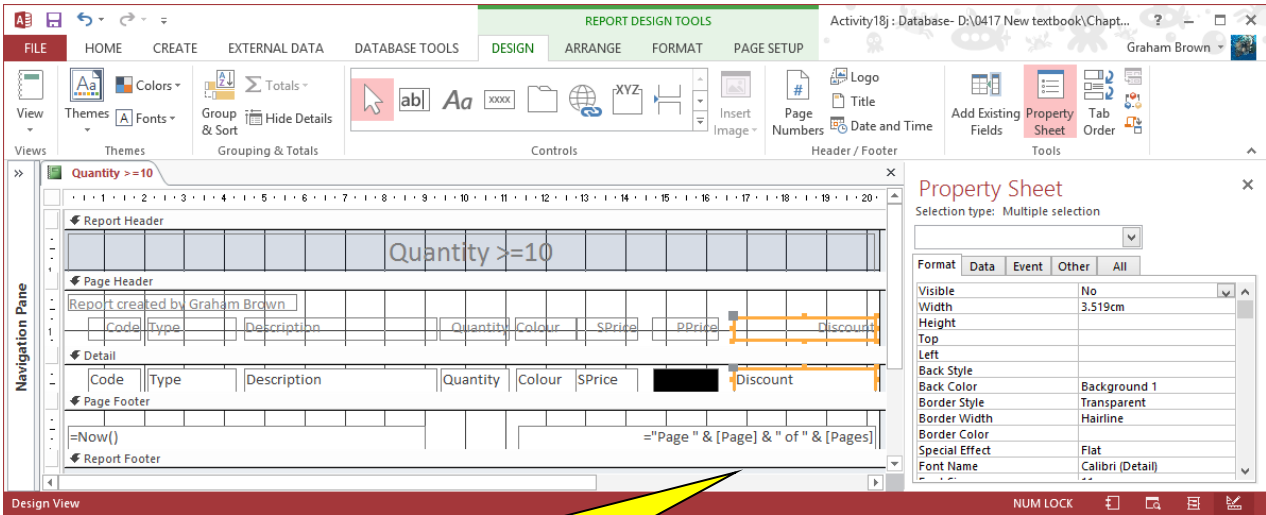
Name
 Page Header not Report Header 1 mark

Activity 18i

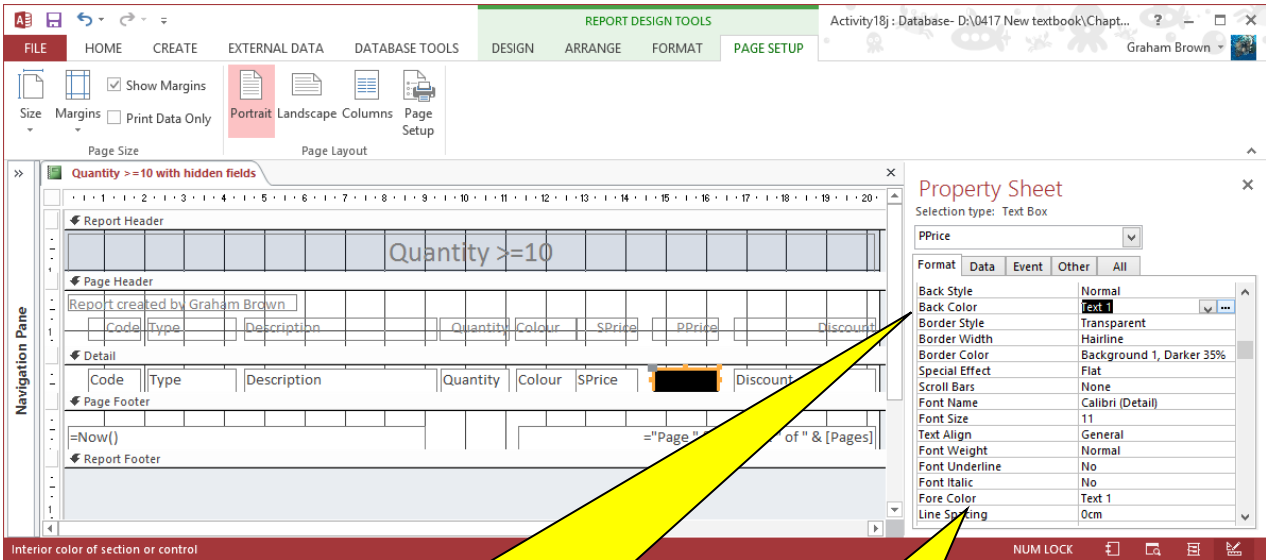
Evidence that search for Quantity ≥ 10 that was completed in Activity 18h has been saved in:

rich text format	1 mark
a format that can be used to produce a graph	1 mark
comma separated value format.	1 mark

Activity 18j



Discount field
Label hidden 1 mark
Data hidden 1 mark



PPrice field
Background colour set to black 1 mark

PPrice field
Foreground/Font colour set to black 1 mark

Activity 18j

Quantity >=10

Report created by Graham Brown

Code	Type	Description	Quantity	Colour	SPrice	PPrice
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	£7.08	
10278	Spine Label	Lever Arch File Spine Labels	10	Black	£7.08	
10279	Spine Label	Lever Arch File Spine Labels	10	Red	£7.08	
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	£7.08	
10281	Spine Label	Lever Arch File Spine Labels	10	Green	£7.08	
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	£7.08	
47478	Spine Label	Eastlight Spine Label	100		£30.00	

02 January 2015 Page 1 of 1

Report
Same report as Activity 18h

1 mark

Discount Offers

Type Lever Arch File
Description Lever Arch File A4
Colour
Sales Price £55.30
Graham Brown

Discount Offers

Type Lever Arch File
Description Lever Arch File Foolscap
Colour
Sales Price £55.30
Graham Brown

Discount Offers

Type Lever Arch File
Description A4 Lever Arch File
Colour Black
Sales Price £38.00
Graham Brown

Discount Offers

Type Lever Arch File
Description Elite 70 Lever Arch File Foolscap
Colour Black
Sales Price £45.70
Graham Brown

Discount Offers

Type Lever Arch File
Description Elite 70 Lever Arch File A4
Colour Black
Sales Price £45.70
Graham Brown

Discount Offers

Type Lever Arch File
Description Lever Arch Files A4
Colour Black
Sales Price £61.73
Graham Brown

Discount Offers

Type Lever Arch File
Description Foolscap Lever Arch File
Colour Black
Sales Price £38.00
Graham Brown

Discount Offers

Type Lever Arch File
Description Elite 70 Lever Arch File Foolscap
Colour Blue
Sales Price £45.70
Graham Brown

Discount Offers

Type Lever Arch File
Description Lever Arch Files A4
Colour Blue
Sales Price £61.73
Graham Brown

Discount Offers

Type Lever Arch File
Description Lever Arch Files Foolscap
Colour Blue
Sales Price £61.73
Graham Brown

Discount Offers

Type Lever Arch File
Description Elite 70 Lever Arch File A4
Colour Blue
Sales Price £45.70
Graham Brown

Discount Offers

Type Lever Arch File
Description A4 Lever Arch File
Colour Blue
Sales Price £38.00
Graham Brown

Discount Offers

Type Lever Arch File
Description Foolschap Lever Arch File
Colour Blue
Sales Price £38.00
Graham Brown

Discount Offers

Type Lever Arch File
Description A4 Lever Arch File
Colour Cloud
Sales Price £35.99
Graham Brown

Discount Offers

Type Lever Arch File
Description Foolschap Lever Arch File
Colour Cloud
Sales Price £35.99
Graham Brown

Discount Offers

Type Lever Arch File
Description A4 Lever Arch File
Colour Green
Sales Price £38.00
Graham Brown

Discount Offers

Type Lever Arch File
Description Lever Arch Files A4
Colour Green
Sales Price £61.73
Graham Brown

Discount Offers

Type Lever Arch File
Description Foolschap Lever Arch File
Colour Green
Sales Price £38.00
Graham Brown

Discount Offers

Type Lever Arch File
Description Lever Arch Files Foolschap
Colour Green
Sales Price £61.73
Graham Brown

Discount Offers

Type Lever Arch File
Description Lever Arch Files A4
Colour Red
Sales Price £61.73
Graham Brown

Discount Offers

Type Lever Arch File
 Description A4 Lever Arch File
 Colour Red
 Sales Price £38.00
 Graham Brown

Discount Offers

Type Lever Arch File
 Description Elite 70 Lever Arch File A4
 Colour Red
 Sales Price £45.70
 Graham Brown

Discount Offers

Type Lever Arch File
 Description Lever Arch Files Foolscap
 Colour Red
 Sales Price £61.73
 Graham Brown

Discount Offers

Type Lever Arch File
 Description Foolscap Lever Arch File
 Colour Red
 Sales Price £38.00
 Graham Brown

Discount Offers

Type Lever Arch File
 Description Elite 70 Lever Arch File Foolscap
 Colour Red
 Sales Price £45.70
 Graham Brown

Discount Offers

Type Lever Arch File
 Description Foolscap LeverArch File
 Colour Yellow
 Sales Price £38.00
 Graham Brown

Discount Offers

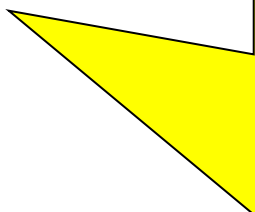
Type Lever Arch File
 Description Lever Arch Files A4
 Colour Yellow
 Sales Price £61.73
 Graham Brown

Discount Offers

Type Lever Arch File
 Description A4 Lever Arch File
 Colour Yellow
 Sales Price £38.00
 Graham Brown

Discount Offers

Type Lever Arch File
 Description Lever Arch Files Foolscap
 Colour Yellow
 Sales Price £61.73
 Graham Brown



Search	
Discount = Yes AND SPrice >30	2 marks
Labels	
Orientation portrait	1 mark
Two labels wide across page	1 mark
Discount Offers	
100% accurate data entry	1 mark
20 point	1 mark
Right aligned	1 mark
Top of labels	1 mark
Fields	
Only Type, Description, Colour and SPrice	1 mark
Sorted into colour order	1 mark
Labels appropriate to the fields	1 mark
Labels aligned to correct fields	1 mark
Name	
Centre aligned	1 mark
Bottom of labels	1 mark

Activity 18I

Graham Brown Calculated fields

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
2336	Lever Arch File	Lever Arch File Foolschap	1		€55.30	€23.39	Yes	€31.91	57.7%	€31.91
3445	Lever Arch File	Lever Arch Files A4	1	Blue	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3447	Lever Arch File	Lever Arch Files A4	1	Green	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3526	Lever Arch File	Lever Arch Files A4	1	Red	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3534	Lever Arch File	Lever Arch Files A4	1	Yellow	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3623	Lever Arch File	Lever Arch Files Foolschap	1	Blue	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3631	Lever Arch File	Lever Arch Files Foolschap	1	Green	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3658	Lever Arch File	Lever Arch File A4	1		€55.30	€20.48	Yes	€34.82	63.0%	€34.82
3852	Lever Arch File	Lever Arch Files Foolschap	1	Red	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3860	Lever Arch File	Lever Arch Files Foolschap	1	Yellow	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
7610	Lever Arch File	Elite 70 Lever Arch File	1	Black	€45.70	€11.39	Yes	€34.31	75.1%	€34.31
7612	Lever Arch File	Elite 70 Lever Arch File A4	1	Black	€45.70	€11.39	Yes	€34.31	75.1%	€34.31
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	€7.08	€3.76	No	€3.32	46.9%	€0.33
10278	Spine Label	Lever Arch File Spine Labels	10	Black	€7.08	€3.76	No	€3.32	46.9%	€0.33
10279	Spine Label	Lever Arch File Spine Labels	10	Red	€7.08	€3.76	No	€3.32	46.9%	€0.33
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	€7.08	€3.76	No	€3.32	46.9%	€0.33
10281	Spine Label	Lever Arch File Spine Labels	10	Green	€7.08	€3.76	No	€3.32	46.9%	€0.33
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	€7.08	€3.76	No	€3.32	46.9%	€0.33
12866	Lever Arch File	Lever Arch Files Foolschap	1	Black	€61.73	€31.96	No	€29.77	48.2%	€29.77
12869	Lever Arch File	Lever Arch Files A4	1	Black	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
16601	Organiser File	5 Part Organiser Files	1	Blue	€23.70	€11.00	Yes	€12.70	53.6%	€12.70
16602	Organiser File	5 Part Organiser Files	1	Yellow	€23.70	€11.00	Yes	€12.70	53.6%	€12.70

Activity 18I

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
16603	Organiser File	7 Part Organiser Files	1	Blue	€25.50	€12.77	No	€12.73	49.9%	€12.73
16604	Organiser File	7 Part Organiser Files	1	Yellow	€25.50	€12.77	No	€12.73	49.9%	€12.73
16605	Organiser File	9 Part Organiser Files	1	Blue	€28.50	€14.68	No	€13.82	48.5%	€13.82
16606	Organiser File	9 Part Organiser Files	1	Yellow	€28.50	€14.68	No	€13.82	48.5%	€13.82
17555	Organiser File	5 Part Organiser Files	1	Red	€23.70	€11.00	Yes	€12.70	53.6%	€12.70
17556	Organiser File	9 Part Organiser Files	1	Red	€28.50	€14.68	No	€13.82	48.5%	€13.82
17557	Organiser File	7 Part Organiser Files	1	Red	€25.50	€12.77	No	€12.73	49.9%	€12.73
21273	Lever Arch File	Elite 70 Lever Arch File A4	1	Blue	€45.70	€11.39	Yes	€34.31	75.1%	€34.31
21274	Lever Arch File	Elite 70 Lever Arch File	1	Blue	€45.70	€11.39	Yes	€34.31	75.1%	€34.31
21275	Lever Arch File	Elite 70 Lever Arch File A4	1	Red	€45.70	€11.39	Yes	€34.31	75.1%	€34.31
21276	Lever Arch File	Elite 70 Lever Arch File	1	Red	€45.70	€11.39	Yes	€34.31	75.1%	€34.31
26739	Folder	Square Cut Folder 270gsm	1	Blue	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26740	Folder	Square Cut Folder 270gsm	1	Buff	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26741	Folder	Square Cut Folder 270gsm	1	Green	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26742	Folder	Square Cut Folder 270gsm	1	Orange	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26743	Folder	Square Cut Folder 270gsm	1	Yellow	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26744	Folder	Square Cut Folder 270gsm	1	Pink	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26745	Folder	Square Cut Folder 270gsm	1	Grey	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26746	Folder	Square Cut Folder 270gsm	1	Red	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26747	Folder	Square Cut Folder 180gsm	1	Buff	€8.58	€0.66	Yes	€7.92	92.3%	€7.92
26748	Lever Arch File	Foolsap Lever Arch File	1	Cloud	€35.99	€1.92	Yes	€34.07	94.7%	€34.07
26749	Lever Arch File	A4 Lever Arch File	1	Cloud	€35.99	€1.92	Yes	€34.07	94.7%	€34.07
30058	Binder	PVC 25mm	1	Black	€5.30	€1.19	Yes	€4.11	77.5%	€4.11

Activity 18I

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
30059	Binder	PVC 25mm	1	Blue	€5.30	€1.19	Yes	€4.11	77.5%	€4.11
30060	Binder	PVC 25mm	1	Red	€5.30	€1.19	Yes	€4.11	77.5%	€4.11
30061	Binder	PVC 25mm	1	Green	€5.30	€1.19	Yes	€4.11	77.5%	€4.11
30062	Binder	PVC 25mm	1	White	€5.30	€1.19	Yes	€4.11	77.5%	€4.11
30105	Binder	PVC 50mm	1	Blue	€6.48	€1.26	Yes	€5.22	80.6%	€5.22
30106	Binder	PVC 50mm	1	Red	€6.48	€1.26	Yes	€5.22	80.6%	€5.22
30107	Binder	PVC 50mm	1	Green	€6.48	€1.26	Yes	€5.22	80.6%	€5.22
30269	Lever Arch File	Foolscap Lever Arch File	1		€4.12	€0.34	Yes	€3.78	91.7%	€3.78
30276	Binder	PVC 50mm	1	White	€6.48	€1.26	Yes	€5.22	80.6%	€5.22
30286	Lever Arch File	Foolscap Lever Arch File	1	Black	€38.00	€5.46	Yes	€32.54	85.6%	€32.54
30287	Lever Arch File	Foolscap Lever Arch File	1	Blue	€38.00	€5.46	Yes	€32.54	85.6%	€32.54
30288	Lever Arch File	Foolscap Lever Arch File	1	Red	€38.00	€5.46	Yes	€32.54	85.6%	€32.54
30292	Lever Arch File	Foolscap Lever Arch File	1	Green	€38.00	€5.46	Yes	€32.54	85.6%	€32.54
30293	Lever Arch File	Foolscap LeverArch File	1	Yellow	€38.00	€5.46	Yes	€32.54	85.6%	€32.54
30312	Binder	PVC 38mm	1	Black	€5.35	€1.24	Yes	€4.11	76.8%	€4.11
30313	Binder	PVC 38mm	1	Blue	€5.35	€1.24	Yes	€4.11	76.8%	€4.11
30314	Binder	PVC 38mm	1	Red	€5.35	€1.24	Yes	€4.11	76.8%	€4.11
30315	Binder	PVC 38mm	1	Green	€5.35	€1.24	Yes	€4.11	76.8%	€4.11
30316	Binder	PVC 38mm	1	White	€5.35	€1.24	Yes	€4.11	76.8%	€4.11
30317	Binder	PVC 50mm	1	Black	€6.48	€1.26	Yes	€5.22	80.6%	€5.22
30318	Binder	PVC 65mm	1	Black	€7.30	€1.36	Yes	€5.94	81.4%	€5.94
30319	Binder	PVC 65mm	1	Blue	€7.30	€1.24	Yes	€6.06	83.0%	€6.06
30320	Binder	PVC 65mm	1	Red	€7.30	€1.36	Yes	€5.94	81.4%	€5.94

Activity 18I

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
30321	Binder	PVC 65mm	1	Green	€7.30	€1.36	Yes	€5.94	81.4%	€5.94
30322	Binder	PVC 65mm	1	White	€7.30	€1.36	Yes	€5.94	81.4%	€5.94
31041	Folder	Square Cut Folder 180gsm	1	Blue	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31042	Folder	Square Cut Folder 180gsm	1	Buff	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31043	Folder	Square Cut Folder 180gsm	1	Red	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31044	Folder	Square Cut Folder 180gsm	1	Green	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31045	Folder	Square Cut Folder 180gsm	1	Yellow	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31046	Folder	Square Cut Folder 180gsm	1	Grey	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31047	Folder	Square Cut Folder 180gsm	1	Orange	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31048	Folder	Square Cut Folder 180gsm	1	Pink	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31492	Lever Arch File	A4 Lever Arch File Pkd 1	1		€4.12	€0.34	Yes	€3.78	91.7%	€3.78
36428	Folder	Square Cut Folder 270gsm A4	1	Blue	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36429	Folder	Square Cut Folder 270gsm A4	1	Grey	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36430	Folder	Square Cut Folder 270gsm A4	1	Yellow	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36431	Folder	Square Cut Folder 270gsm A4	1	Buff	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36432	Folder	Square Cut Folder 270gsm A4	1	Green	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36433	Folder	Square Cut Folder 270gsm A4	1	Pink	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36434	Folder	Square Cut Folder 270gsm A4	1	Red	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36435	Folder	Square Cut Folder 270gsm A4	1	Orange	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
39369	Lever Arch File	A4 Lever Arch File	1	Black	€38.00	€6.38	Yes	€31.62	83.2%	€31.62
39370	Lever Arch File	A4 Lever Arch File	1	Blue	€38.00	€6.38	Yes	€31.62	83.2%	€31.62
39371	Lever Arch File	A4 Lever Arch File	1	Red	€38.00	€6.38	Yes	€31.62	83.2%	€31.62
39372	Lever Arch File	A4 Lever Arch File	1	Green	€38.00	€6.38	Yes	€31.62	83.2%	€31.62

Activity 18I

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
39373	Lever Arch File	A4 Lever Arch File	1	Yellow	€38.00	€6.38	Yes	€31.62	83.2%	€31.62
44253	Organiser File	5 Part Organiser Files	1	Green	€23.70	€11.92	No	€11.78	49.7%	€11.78
44254	Organiser File	7 Part Organiser Files	1	Green	€25.50	€12.77	No	€12.73	49.9%	€12.73
44255	Organiser File	9 Part Organiser Files	1	Green	€28.50	€14.68	No	€13.82	48.5%	€13.82
44278	Lever Arch File	Laminated Lever Arch Files	1	Blue	€57.22	€28.96	No	€28.26	49.4%	€28.26
44279	Lever Arch File	Laminated Lever Arch Files	1	Green	€57.22	€28.96	No	€28.26	49.4%	€28.26
44280	Lever Arch File	Laminated Lever Arch Files	1	Grey	€57.22	€28.96	No	€28.26	49.4%	€28.26
44281	Lever Arch File	Laminated Lever Arch Files	1	Purple	€57.22	€28.96	No	€28.26	49.4%	€28.26
44282	Lever Arch File	Laminated Lever Arch Files	1	Red	€57.22	€28.96	No	€28.26	49.4%	€28.26
44283	Lever Arch File	Laminated Lever Arch Files	1	Yellow	€57.22	€28.96	No	€28.26	49.4%	€28.26
47478	Spine Label	Eastlight Spine Label	100		€30.00	€13.86	Yes	€16.14	53.8%	€0.16

Activity 18!

03 January 2015

Page 5 of 5

SPrice	
Formatted to Euros	1 mark
Formatted to 2 decimal places	1 mark
PPrice	
Formatted to Euros	1 mark
Formatted to 2 decimal places	1 mark
Profit	
Formatted to Euros	1 mark
Formatted to 2 decimal places	1 mark
Percent	
Formatted to Percent value	1 mark
Formatted to 1 decimal place	1 mark
Unit Profit	
Formatted to Euros	1 mark
Formatted to 2 decimal places	1 mark

Activity 18m

Graham Brown Calculated fields and controls

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
2336	Lever Arch File	Lever Arch File Foolschap	1		€55.30	€23.39	Yes	€31.91	57.7%	€31.91
3445	Lever Arch File	Lever Arch Files A4	1	Blue	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3447	Lever Arch File	Lever Arch Files A4	1	Green	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3526	Lever Arch File	Lever Arch Files A4	1	Red	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3534	Lever Arch File	Lever Arch Files A4	1	Yellow	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3623	Lever Arch File	Lever Arch Files Foolschap	1	Blue	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3631	Lever Arch File	Lever Arch Files Foolschap	1	Green	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3658	Lever Arch File	Lever Arch File A4	1		€55.30	€20.48	Yes	€34.82	63.0%	€34.82
3852	Lever Arch File	Lever Arch Files Foolschap	1	Red	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
3860	Lever Arch File	Lever Arch Files Foolschap	1	Yellow	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
7610	Lever Arch File	Elite 70 Lever Arch File	1	Black	€45.70	€11.39	Yes	€34.31	75.1%	€34.31
7612	Lever Arch File	Elite 70 Lever Arch File A4	1	Black	€45.70	€11.39	Yes	€34.31	75.1%	€34.31
10270	Spine Label	Lever Arch File Spine Labels	10	Mixed	€7.08	€3.76	No	€3.32	46.9%	€0.33
10278	Spine Label	Lever Arch File Spine Labels	10	Black	€7.08	€3.76	No	€3.32	46.9%	€0.33
10279	Spine Label	Lever Arch File Spine Labels	10	Red	€7.08	€3.76	No	€3.32	46.9%	€0.33
10280	Spine Label	Lever Arch File Spine Labels	10	Yellow	€7.08	€3.76	No	€3.32	46.9%	€0.33
10281	Spine Label	Lever Arch File Spine Labels	10	Green	€7.08	€3.76	No	€3.32	46.9%	€0.33
10282	Spine Label	Lever Arch File Spine Labels	10	Blue	€7.08	€3.76	No	€3.32	46.9%	€0.33
12866	Lever Arch File	Lever Arch Files Foolschap	1	Black	€61.73	€31.96	No	€29.77	48.2%	€29.77
12869	Lever Arch File	Lever Arch Files A4	1	Black	€61.73	€28.55	Yes	€33.18	53.8%	€33.18
16601	Organiser File	5 Part Organiser Files	1	Blue	€23.70	€11.00	Yes	€12.70	53.6%	€12.70
16602	Organiser File	5 Part Organiser Files	1	Yellow	€23.70	€11.00	Yes	€12.70	53.6%	€12.70

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Activity 18m

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
16603	Organiser File	7 Part Organiser Files	1	Blue	€25.50	€12.77	No	€12.73	49.9%	€12.73
16604	Organiser File	7 Part Organiser Files	1	Yellow	€25.50	€12.77	No	€12.73	49.9%	€12.73
16605	Organiser File	9 Part Organiser Files	1	Blue	€28.50	€14.68	No	€13.82	48.5%	€13.82
16606	Organiser File	9 Part Organiser Files	1	Yellow	€28.50	€14.68	No	€13.82	48.5%	€13.82
17555	Organiser File	5 Part Organiser Files	1	Red	€23.70	€11.00	Yes	€12.70	53.6%	€12.70
17556	Organiser File	9 Part Organiser Files	1	Red	€28.50	€14.68	No	€13.82	48.5%	€13.82
17557	Organiser File	7 Part Organiser Files	1	Red	€25.50	€12.77	No	€12.73	49.9%	€12.73
21273	Lever Arch File	Elite 70 Lever Arch File A4	1	Blue	€45.70	€11.39	Yes	€34.31	75.1%	€34.31
21274	Lever Arch File	Elite 70 Lever Arch File	1	Blue	€45.70	€11.39	Yes	€34.31	75.1%	€34.31
21275	Lever Arch File	Elite 70 Lever Arch File A4	1	Red	€45.70	€11.39	Yes	€34.31	75.1%	€34.31
21276	Lever Arch File	Elite 70 Lever Arch File	1	Red	€45.70	€11.39	Yes	€34.31	75.1%	€34.31
26739	Folder	Square Cut Folder 270gsm	1	Blue	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26740	Folder	Square Cut Folder 270gsm	1	Buff	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26741	Folder	Square Cut Folder 270gsm	1	Green	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26742	Folder	Square Cut Folder 270gsm	1	Orange	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26743	Folder	Square Cut Folder 270gsm	1	Yellow	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26744	Folder	Square Cut Folder 270gsm	1	Pink	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26745	Folder	Square Cut Folder 270gsm	1	Grey	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26746	Folder	Square Cut Folder 270gsm	1	Red	€29.76	€2.02	Yes	€27.74	93.2%	€27.74
26747	Folder	Square Cut Folder 180gsm	1	Buff	€8.58	€0.66	Yes	€7.92	92.3%	€7.92
26748	Lever Arch File	Foolsap Lever Arch File	1	Cloud	€35.99	€1.92	Yes	€34.07	94.7%	€34.07
26749	Lever Arch File	A4 Lever Arch File	1	Cloud	€35.99	€1.92	Yes	€34.07	94.7%	€34.07
30058	Binder	PVC 25mm	1	Black	€5.30	€1.19	Yes	€4.11	77.5%	€4.11

Activity 18m

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
30059	Binder	PVC 25mm	1	Blue	€5.30	€1.19	Yes	€4.11	77.5%	€4.11
30060	Binder	PVC 25mm	1	Red	€5.30	€1.19	Yes	€4.11	77.5%	€4.11
30061	Binder	PVC 25mm	1	Green	€5.30	€1.19	Yes	€4.11	77.5%	€4.11
30062	Binder	PVC 25mm	1	White	€5.30	€1.19	Yes	€4.11	77.5%	€4.11
30105	Binder	PVC 50mm	1	Blue	€6.48	€1.26	Yes	€5.22	80.6%	€5.22
30106	Binder	PVC 50mm	1	Red	€6.48	€1.26	Yes	€5.22	80.6%	€5.22
30107	Binder	PVC 50mm	1	Green	€6.48	€1.26	Yes	€5.22	80.6%	€5.22
30269	Lever Arch File	Foolscap Lever Arch File	1		€4.12	€0.34	Yes	€3.78	91.7%	€3.78
30276	Binder	PVC 50mm	1	White	€6.48	€1.26	Yes	€5.22	80.6%	€5.22
30286	Lever Arch File	Foolscap Lever Arch File	1	Black	€38.00	€5.46	Yes	€32.54	85.6%	€32.54
30287	Lever Arch File	Foolscap Lever Arch File	1	Blue	€38.00	€5.46	Yes	€32.54	85.6%	€32.54
30288	Lever Arch File	Foolscap Lever Arch File	1	Red	€38.00	€5.46	Yes	€32.54	85.6%	€32.54
30292	Lever Arch File	Foolscap Lever Arch File	1	Green	€38.00	€5.46	Yes	€32.54	85.6%	€32.54
30293	Lever Arch File	Foolscap LeverArch File	1	Yellow	€38.00	€5.46	Yes	€32.54	85.6%	€32.54
30312	Binder	PVC 38mm	1	Black	€5.35	€1.24	Yes	€4.11	76.8%	€4.11
30313	Binder	PVC 38mm	1	Blue	€5.35	€1.24	Yes	€4.11	76.8%	€4.11
30314	Binder	PVC 38mm	1	Red	€5.35	€1.24	Yes	€4.11	76.8%	€4.11
30315	Binder	PVC 38mm	1	Green	€5.35	€1.24	Yes	€4.11	76.8%	€4.11
30316	Binder	PVC 38mm	1	White	€5.35	€1.24	Yes	€4.11	76.8%	€4.11
30317	Binder	PVC 50mm	1	Black	€6.48	€1.26	Yes	€5.22	80.6%	€5.22
30318	Binder	PVC 65mm	1	Black	€7.30	€1.36	Yes	€5.94	81.4%	€5.94
30319	Binder	PVC 65mm	1	Blue	€7.30	€1.24	Yes	€6.06	83.0%	€6.06
30320	Binder	PVC 65mm	1	Red	€7.30	€1.36	Yes	€5.94	81.4%	€5.94

Activity 18m

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
30321	Binder	PVC 65mm	1	Green	€7.30	€1.36	Yes	€5.94	81.4%	€5.94
30322	Binder	PVC 65mm	1	White	€7.30	€1.36	Yes	€5.94	81.4%	€5.94
31041	Folder	Square Cut Folder 180gsm	1	Blue	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31042	Folder	Square Cut Folder 180gsm	1	Buff	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31043	Folder	Square Cut Folder 180gsm	1	Red	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31044	Folder	Square Cut Folder 180gsm	1	Green	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31045	Folder	Square Cut Folder 180gsm	1	Yellow	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31046	Folder	Square Cut Folder 180gsm	1	Grey	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31047	Folder	Square Cut Folder 180gsm	1	Orange	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31048	Folder	Square Cut Folder 180gsm	1	Pink	€18.36	€0.96	Yes	€17.40	94.8%	€17.40
31492	Lever Arch File	A4 Lever Arch File Pkd 1	1		€4.12	€0.34	Yes	€3.78	91.7%	€3.78
36428	Folder	Square Cut Folder 270gsm A4	1	Blue	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36429	Folder	Square Cut Folder 270gsm A4	1	Grey	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36430	Folder	Square Cut Folder 270gsm A4	1	Yellow	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36431	Folder	Square Cut Folder 270gsm A4	1	Buff	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36432	Folder	Square Cut Folder 270gsm A4	1	Green	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36433	Folder	Square Cut Folder 270gsm A4	1	Pink	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36434	Folder	Square Cut Folder 270gsm A4	1	Red	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
36435	Folder	Square Cut Folder 270gsm A4	1	Orange	€25.50	€4.52	Yes	€20.98	82.3%	€20.98
39369	Lever Arch File	A4 Lever Arch File	1	Black	€38.00	€6.38	Yes	€31.62	83.2%	€31.62
39370	Lever Arch File	A4 Lever Arch File	1	Blue	€38.00	€6.38	Yes	€31.62	83.2%	€31.62
39371	Lever Arch File	A4 Lever Arch File	1	Red	€38.00	€6.38	Yes	€31.62	83.2%	€31.62
39372	Lever Arch File	A4 Lever Arch File	1	Green	€38.00	€6.38	Yes	€31.62	83.2%	€31.62

Activity 18m

Code	Type	Description	Quantity	Colour	SPrice	PPrice	Discount	Profit	Percent	UnitProfit
39373	Lever Arch File	A4 Lever Arch File	1	Yellow	€38.00	€6.38	Yes	€31.62	83.2%	€31.62
44253	Organiser File	5 Part Organiser Files	1	Green	€23.70	€11.92	No	€11.78	49.7%	€11.78
44254	Organiser File	7 Part Organiser Files	1	Green	€25.50	€12.77	No	€12.73	49.9%	€12.73
44255	Organiser File	9 Part Organiser Files	1	Green	€28.50	€14.68	No	€13.82	48.5%	€13.82
44278	Lever Arch File	Laminated Lever Arch Files	1	Blue	€57.22	€28.96	No	€28.26	49.4%	€28.26
44279	Lever Arch File	Laminated Lever Arch Files	1	Green	€57.22	€28.96	No	€28.26	49.4%	€28.26
44280	Lever Arch File	Laminated Lever Arch Files	1	Grey	€57.22	€28.96	No	€28.26	49.4%	€28.26
44281	Lever Arch File	Laminated Lever Arch Files	1	Orange	€57.22	€28.96	No	€28.26	49.4%	€28.26
44282	Lever Arch File	Laminated Lever Arch Files	1	Red	€57.22	€28.96	No	€28.26	49.4%	€28.26
44283	Lever Arch File	Laminated Lever Arch Files	1	Yellow	€57.22	€28.96	No	€28.26	49.4%	€28.26
47478	Spine	Spine	1		€30.00	€13.86	Yes	€16.14	53.8%	€0.16
									Maximum percentage profit	94.8%
									Minimum percentage profit	46.9%
									Average profit per item	€19.54
									Number of items in stock	102

Maximum percentage
Appropriate label 1 mark
Data under Percent column 1 mark
Max function used (& correct result) 2 marks
Appropriate format Percent & 1 decimal place 1 mark

Minimum percentage
Appropriate label 1 mark
Data under Percent column 1 mark
Min function used (& correct result) 2 marks
Appropriate format Percent & 1 decimal place 1 mark

Average profit per item
Appropriate label 1 mark
Data under Profit column 1 mark
Avg function used (& correct result) 2 marks
Appropriate format Currency & 2 decimal places 1 mark

Total number of items in stock
Appropriate label 1 mark
Count function used (& correct result) 2 marks
Appropriate format - Integer 1 mark

Activity 18m

The screenshot displays the Microsoft Access Report Design Tools interface. The ribbon includes FILE, HOME, CREATE, EXTERNAL DATA, DATABASE TOOLS, DESIGN, ARRANGE, FORMAT, and PAGE SETUP. The DESIGN ribbon is active, showing options like Themes, Colors, Fonts, Group & Sort, Totals, Hide Details, Controls, Insert Image, Page Numbers, Logo, Title, Date and Time, Add Existing Fields, Property Sheet, and Tab Order.

The main window shows a report titled "Graham Brown Calculated fields and controls". The report is divided into sections: Report Header, Page Header, Detail, Page Footer, and Report Footer. The Detail section contains a table with columns: Price, PPrice, Discount, Profit, Percent, and UnitProfit. The Report Footer section contains four calculated fields:

Maximum percentage profit	=Max([Percent])
Minimum percentage profit	=Min([Percent])
Average profit per item	=Avg([Profit])
Number of items in stock	=Count([Profit])

The Property Sheet is open on the right, showing the selection type as "Multiple selection". The "All" tab is selected, displaying various properties for the selected controls:

Property	Value
Visible	Yes
Width	
Height	0.556cm
Top	
Left	
Back Style	
Back Color	Background 1
Border Style	
Border Width	Hairline
Border Color	
Special Effect	Flat
Font Name	Calibri (Detail)
Font Size	11
Text Align	General
Font Weight	Normal
Font Underline	No
Font Italic	No
Fore Color	
Line Spacing	0m

The status bar at the bottom shows "Design View" and "NUM LOCK".

Activity 18n

Graham Brown Blue or black stationery items

Colour	Type	Description	Code	Quantity	SPrice	PPrice	Discount
Black	Binder	PVC 65mm	30318	1	£7.30	£1.36	Yes
Black	Binder	PVC 50mm	30317	1	£6.48	£1.26	Yes
Black	Binder	PVC 38mm	30312	1	£5.35	£1.24	Yes
Black	Binder	PVC 25mm	30058	1	£5.30	£1.19	Yes
Black	Lever Arch File	Lever Arch Files Foolscap	12866	1	£61.73	£31.96	No
Black	Lever Arch File	Lever Arch Files A4	12869	1	£61.73	£28.55	Yes
Black	Lever Arch File	Foolscap Lever Arch File	30286	1	£38.00	£5.46	Yes
Black	Lever Arch File	Elite 70 Lever Arch File Foolscap	7610	1	£45.70	£11.39	Yes
Black	Lever Arch File	Elite 70 Lever Arch File A4	7612	1	£45.70	£11.39	Yes
Black	Lever Arch File	A4 Lever Arch File	39369	1	£38.00	£6.38	Yes
Black	Spine Label	Lever Arch File Spine Labels	10278	10	£7.08	£3.76	No
Blue	Binder	PVC 65mm	30319	1	£7.30	£1.24	Yes
Blue	Binder	PVC 50mm	30105	1	£6.48	£1.26	Yes
Blue	Binder	PVC 38mm	30313	1	£5.35	£1.24	Yes
Blue	Binder	PVC 25mm	30059	1	£5.30	£1.19	Yes
Blue	Folder	Square Cut Folder 270gsm Foolscap	26739	1	£29.76	£2.02	Yes
Blue	Folder	Square Cut Folder 270gsm A4	36428	1	£25.50	£4.52	Yes
Blue	Folder	Square Cut Folder 180gsm foolscap	31041	1	£18.36	£0.96	Yes
Blue	Lever Arch File	Lever Arch Files Foolscap	3623	1	£61.73	£28.55	Yes
Blue	Lever Arch File	Lever Arch Files A4	3445	1	£61.73	£28.55	Yes
Blue	Lever Arch File	Laminated Lever Arch Files	44278	1	£57.22	£28.96	No
Blue	Lever Arch File	Foolscap Lever Arch File	30287	1	£38.00	£5.46	Yes
Blue	Lever Arch File	Elite 70 Lever Arch File Foolscap	21274	1	£45.70	£11.39	Yes
Blue	Lever Arch File	Elite 70 Lever Arch File A4	21273	1	£45.70	£11.39	Yes
Blue	Lever Arch File	A4 Lever Arch File	39370	1	£38.00	£6.38	Yes

Activity 18n

Colour	Type	Description	Code	Quantity	SPrice	PPrice	Discount
Blue	Organiser File	9 Part Organiser Files	16605	1	£28.50	£14.68	No
Blue	Organiser File	7 Part Organiser Files	16603	1	£25.50	£12.77	No
Blue	Organiser File	5 Part Organiser Files	16601	1	£23.70	£11.00	Yes
Blue	Spine Label	Lever Arch File Spine Labels	10282	10	£7.08	£3.76	No

Report

- Search for black or blue items ONLY 1 mark
- Fits to a single page width 1 mark
- All data and labels fully visible 1 mark

Report Header

- Student name followed by correct text 1 mark

Sorting

- Ascending on Colour 1 mark
- Then ascending on Type 1 mark
- Then descending on Description 1 mark

Report Wizard

What sort order do you want for your records?

You can sort records by up to four fields, in either ascending or descending order.

1	Colour	v	Ascending
2	Type	v	Ascending
3	Description	v	Descending
4		v	Ascending

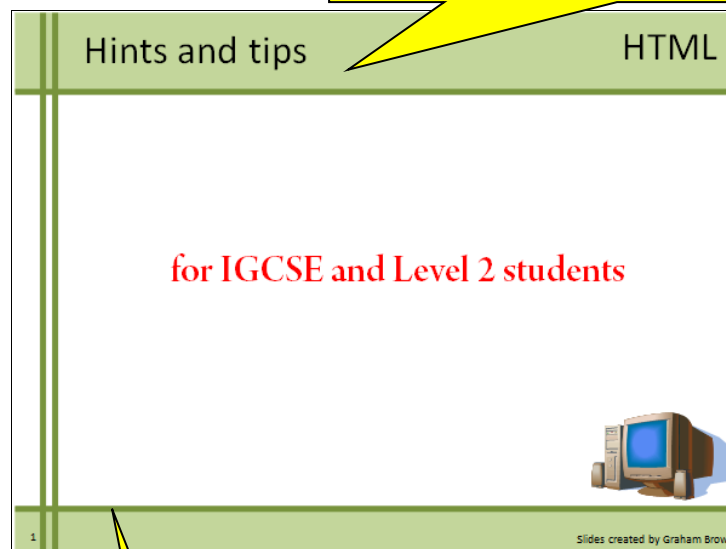
Cancel
< Back
Next >
Finish

Answer files for Chapter 19

Slide 1

Screen layout in landscape orientation
for delivery by multimedia projector

1 mark



Green header

 $\frac{1}{8}$ of the height of slide +/- 1 cm on full slide 1 mark

Green background 1 mark

Dark green horizontal line as bottom border 1 mark

Green footer

 $\frac{1}{16}$ of the height of slide +/- 5 mm on full slide 1 mark

Green background 1 mark

Dark green horizontal line as top border 1 mark

Lines

All 6 points 1 mark

2 vertical 1 mark

Placed on left hand side 1 mark

Heading in master slide

100% correct and in correct place on slide 1 mark

Right aligned 1 mark

Black, 40 point font 1 mark

Sans-serif 1 mark

Slide numbering

Automated and in correct position on slide 1 mark

Black, 14 point font 1 mark

Sans-serif 1 mark

Student name

In correct place on slide 1 mark

Right aligned 1 mark

Black, 14 point sans-serif font 1 mark

Heading - Hints and tips

100% correct 1 mark

Correct position (in green) and left aligned 1 mark

Black, 40 point sans-serif font 1 mark

Subheading – for IGCSE and Level 2 students

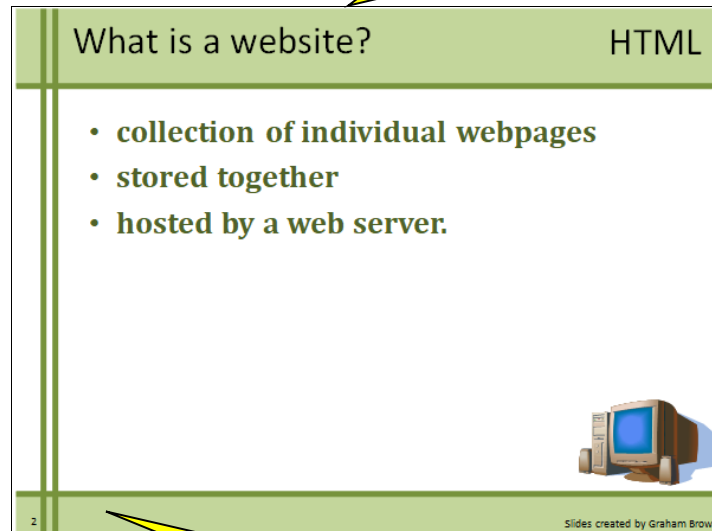
100% correct 1 mark

Correct position (in white) and centre aligned 1 mark

Red, 40 mark serif font 1 mark

Slide 2

RTF file inserted
 Check correct text on each slide – slides 2 to 6 5 marks




- Master slide image
- Clip art image 1 mark
- Small & no distortion 1 mark
- Bottom right corner of white 1 mark
- No overlap on any slide with any object 1 mark
- Computer or peripheral 1 mark
- Heading – What is a website?
- 100% correct 1 mark
- Correct position (in green) and left aligned 1 mark
- Black, 40 point sans-serif font 1 mark
- Bulleted list – level 1
- Text imported so 100% correct 1 mark
- Left aligned with bullets (consistent) 1 mark
- Dark green, 32 point serif font 1 mark

Slide 3

What is html?
HTML

- **an abbreviation for:**
 - Hyper
 - Text
 - Markup
 - Language
- **text based language**




3
Slides created by Graham Brown

Heading – What is html?	
100% correct & correct position (in green)	1 mark
Black, left aligned, 40 point sans-serif font	1 mark
Bulleted list – level 1	
Text imported so 100% correct	1 mark
Left aligned with bullets (consistent)	1 mark
Dark green, 32 point serif font	1 mark
Bulleted list – level 2	
Text imported so 100% correct	1 mark
Left aligned with bullets (consistent)	1 mark
Dark green, 24 point serif font	1 mark

Slide 4

Why is html used? HTML

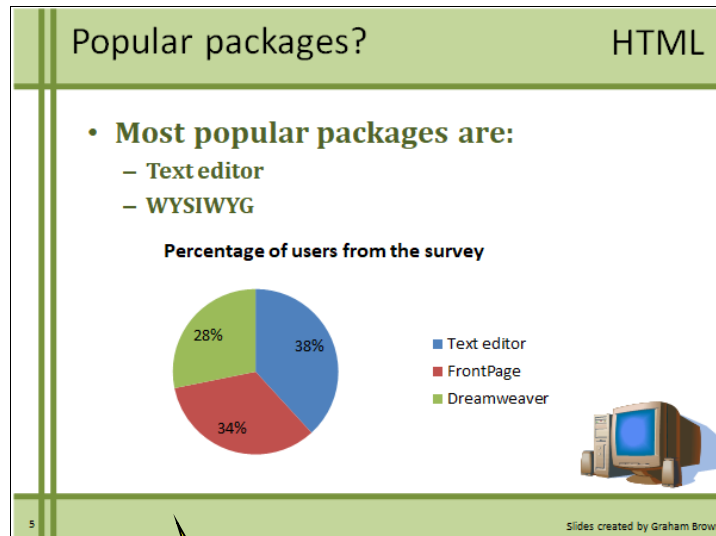
- **to develop websites for:**
 - intranet
 - internet



Slides created by Graham Brown

- Heading – Why is html used?
 - 100% correct & correct position (in green) 1 mark
 - Black, left aligned, 40 point sans-serif font 1 mark
- Bulleted list – level 1
 - Text imported so 100% correct 1 mark
 - Left aligned with bullets (consistent) 1 mark
 - Dark green, 32 point serif font 1 mark
- Bulleted list – level 2
 - Text imported so 100% correct 1 mark
 - Left aligned with bullets (consistent) 1 mark
 - Dark green, 24 point serif font 1 mark

Slide 5




Heading – Popular packages?	
100% correct & correct position (in green)	1 mark
Black, left aligned, 40 point sans-serif font	1 mark
Bulleted list – level 1	
Text imported so 100% correct	1 mark
Left aligned with bullets (consistent)	1 mark
Dark green, 32 point serif font	1 mark
Bulleted list – level 2	
Text imported so 100% correct	1 mark
Left aligned with bullets (consistent)	1 mark
Dark green, 24 point serif font	1 mark
Chart	
Appropriate type – pie chart	1 mark
Correct data used	1 mark
Percentages shown (ignore values)	1 mark
Segment labels or legend for software names	1 mark
Chart heading 100% correct	
('Percentage of users from the survey')	1 mark

Slide 6

Further information? HTML

- W3schools website
- W3C website
- Hodder education website



6 Slides created by Graham Brown

Heading – Further information?

100% correct & correct position (in green) 1 mark

Black, left aligned, 40 point sans-serif font 1 mark

Bulleted list – level 1

Text imported so 100% correct 1 mark

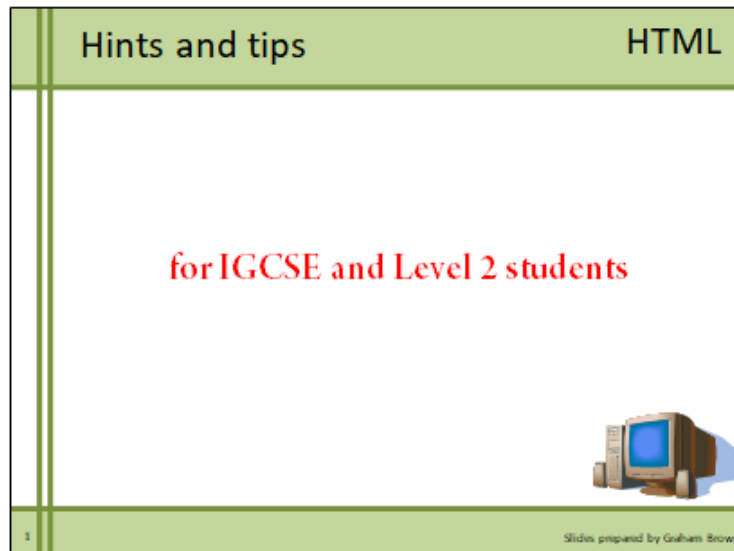
Left aligned with bullets (consistent) 1 mark

Dark green, 32 point serif font 1 mark

Presenter notes

Slide 1

Presenter notes
Printed
1 mark




Welcome to my presentation giving tips about website authoring using html.


Presenter notes
100% correct data entry
Notes are in the correct place
1 mark
1 mark

Slide 2


	What is a website?	HTML
	<ul style="list-style-type: none">• collection of individual webpages• stored together• hosted by a web server.	
2		Slides prepared by Graham Brown



Slide 3

What is html?	HTML
<ul style="list-style-type: none">• an abbreviation for:<ul style="list-style-type: none">– Hyper– Text– Markup– Language• text based language 	
3	Slides prepared by Graham Brown

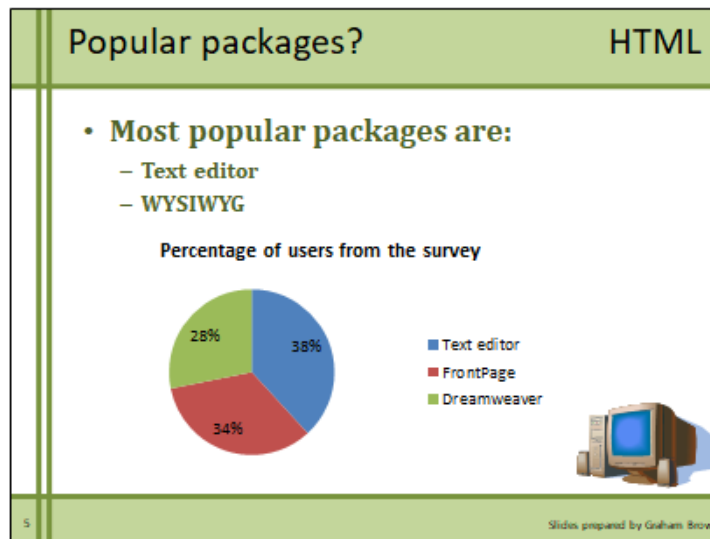
Slide 4

Why is html used?	HTML
<ul style="list-style-type: none">• to develop websites for:<ul style="list-style-type: none">- intranet- internet 	
4	Slides prepared by Graham Brown

An intranet is internal within an organisation and is managed. The internet is global and is not managed.

Presenter notes
100% correct data entry
1 mark


Slide 5





Slide 6

Further information?
HTML

- W3schools website
- W3C website
- Hodder education website







6
Slides prepared by Graham Brown

There are many other websites that can offer you help.

Presenter notes
100% correct data entry 1 mark

Correct Image 1 mark
 Left side of the slide 1 mark
 Cropped as shown 1 mark
 Arrow 1 mark
 Red colour 1 mark
 3 points wide 1 mark
 Placed from Hodder education website 1 mark
 Pointing towards the image 1 mark


Audience notes

Audience notes
6 slides per page

1 mark

Hints and tips HTML


for IGCSE and Level 2 students



1

What is a website? HTML


- collection of individual webpages
- stored together
- hosted by a web server.



2

What is html? HTML

- an abbreviation for:
 - Hyper
 - Text
 - Markup
 - Language
- text based language



3

Why is html used? HTML

- to develop websites for:
 - Intranet
 - Internet




4


Popular packages? HTML

- Most popular packages are:
 - Text editor
 - WYSIWYG

Percentage of users from the survey





Package	Percentage
Text editor	38%
FrontPage	34%
Dreamweaver	28%



5

Further information? HTML

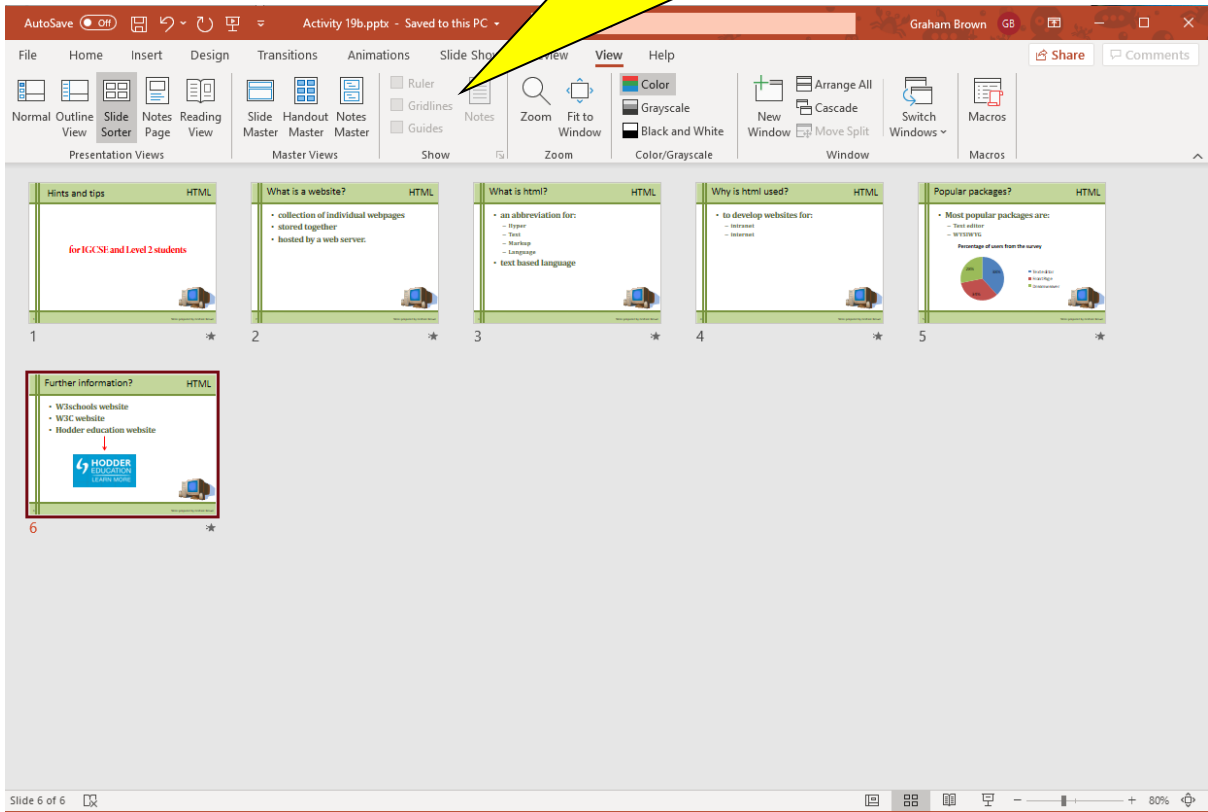
- W3schools website
- W3C website
- Hodder education website



6

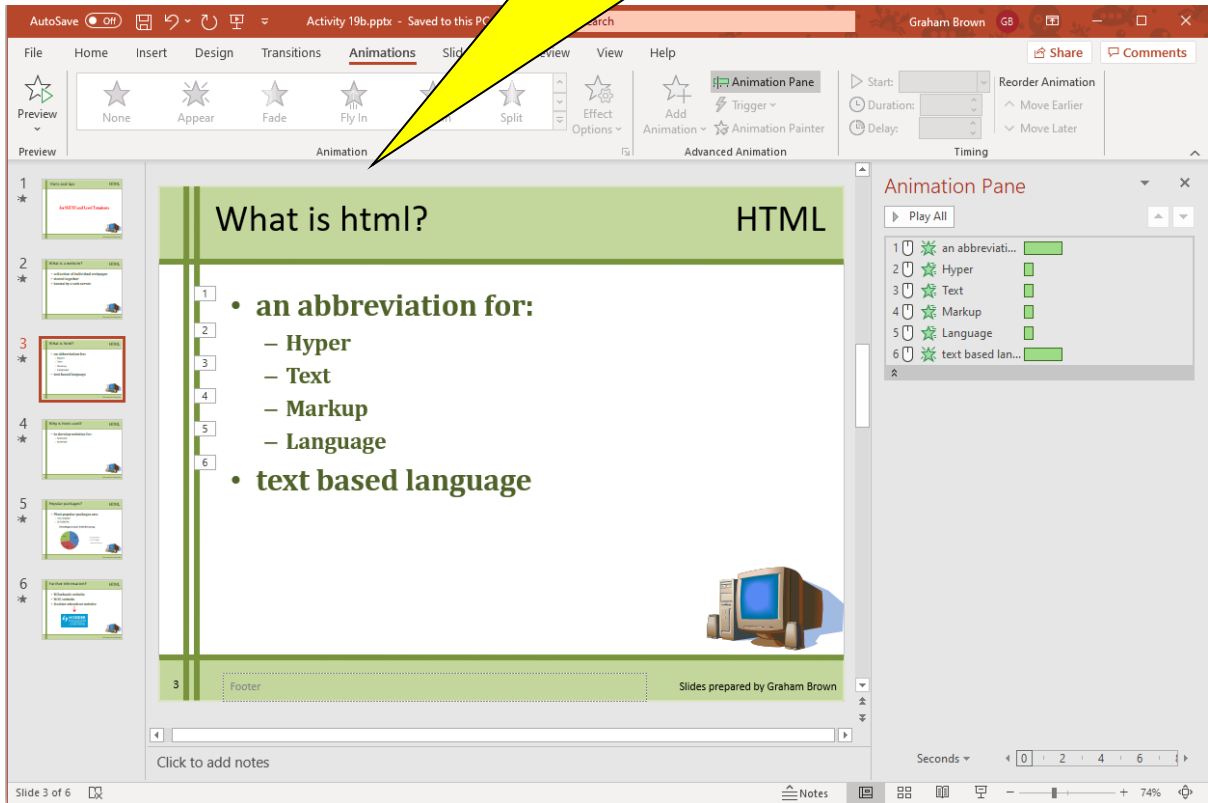
Slide transitions

Slide transitions
Present on all slides
1 mark



Animation

Animation
Bulleted list only 1 mark
Set so that each bullet one at a time 1 mark
In correct order 1 mark



Answer files for Chapter 20

	A	B
1	School Tuckshop	
2		Days worked
3	Pauline	4
4	Gwynn	5
5	Duncan	11
6	Sukrit	2
7	Aminat	1
8	Udoka	5
9	Muyunda	4
10	Milade	12
11	Milana	22
12	Brianna	4
13		
14	Total number of days worked	70
15	Average number of days worked	7
16	Maximum number of days worked	22
17	Minimum number of days worked	1
18		
19	by Graham Brown	

Value printout

Name of student

1 mark

SUM result correct

1 mark

AVERAGE result correct

1 mark

MAX result correct

1 mark

MIN result correct

1 mark

	A	B
1	School Tuckshop	
2		Days worked
3	Pauline	4
4	Gwynn	5
5	Duncan	11
6	Sukrit	2
7	Aminat	1
8	Udoka	5
9	Muyunda	4
10	Milade	12
11	Milana	22
12	Brianna	4
13		
14	Total number of days worked	=SUM(B3:B12)
15	Average number of days worked	=AVERAGE(B3:B12)
16	Maximum number of days worked	=MAX(B3:B12)
17	Minimum number of days worked	=MIN(B3:B12)
18		
19	by Graham Brown	

Formulae printout

SUM formula correct	1 mark
AVERAGE formula correct	1 mark
MAX formula correct	1 mark
MIN formula correct	1 mark

	A	B
1	Number to manipulate	375.56411
2		
3	Integer value	375
4	Rounded to 2 decimal places	375.56
5	Rounded to nearest whole number	376
6	Rounded to nearest ten	380
7	Rounded to nearest hundred	400
8	Rounded to nearest thousand	0
9		
10	by Graham Brown	

Value printout

Integer value correct	1 mark
ROUND value to 2 dp correct	1 mark
ROUND value to 0 dp correct	1 mark
ROUND value to -1 dp correct	1 mark
ROUND value to -2 dp correct	1 mark
ROUND value to -3 dp correct	1 mark
Name present	1 mark

	A	B
1	Number to manipulate	375.56411
2		
3	Integer value	=INT(B1)
4	Rounded to 2 decimal places	=ROUND(B1,2)
5	Rounded to nearest whole number	=ROUND(B1,0)
6	Rounded to nearest ten	=ROUND(B1,-1)
7	Rounded to nearest hundred	=ROUND(B1,-2)
8	Rounded to nearest thousand	=ROUND(B1,-3)
9		
10	by Graham Brown	

Formulae printout

All cells referenced to single cell (need not be B1)	1 mark
INT formula correct	1 mark
ROUND formula to 2 dp correct	1 mark
ROUND formula to 0 dp correct	1 mark
ROUND formula to -1 dp correct	1 mark
ROUND formula to -2 dp correct	1 mark
ROUND formula to -3 dp correct	1 mark
Name present	1 mark

	A	B	C	D
1	Forename	House		Number of students in each house
2	Bethany	Red		Red
3	1			Green
4	Jovy	Blue		Blue
5	1			Yellow
6	Umpala	Red		
7				Number of students with less than 5 clubs
8	Lilik	Blue		Number of students with 12 or more clubs
9	5			
10	Jasmine	Red		
11				
12	Siodena	Red		
13	8			
14	Jamal	Yellow		
15				
16	Dikpah	Red		
17	21			
18	Geraldene	Blue		
19				
20	Kristy	Yellow		
21				
22	Hartati	Green		
23	12			
24	Ahmed	Yellow		
25				
26	Silvia	Green		
27	3			
28	Francesca	Yellow		
29				
30	Lee	Yellow		
31	1			
32	Yolanda	Blue		
33	2			
34	Dynalyn	Yellow		
35				
36	Margie	Yellow		
37	6			
38	Neti	Yellow		
39	5			
40	Hazel	Yellow		
41				
42	Sam	Blue		

43	7		
44	Edna	Blue	
45			
46	Thirumalar	Yellow	
47	14		
48	Pauline	Red	
49	2		
50	Gwynn	Red	
51			
52	Duncan	Blue	
53	4		
54	Sukrit	Blue	
55			
56	Aminat	Red	
57	7		
58	Udoka	Green	
59			
60	Muyunda	Green	
61	2		
62	Milade	Yellow	
63	2		
64	Milana	Red	
65	1		
66	Brianna	Blue	
67	14		
68			
69			
70	Students in class		
71	33		
72			
73	Extra clubs		
74	20		
75			
76	by Graham Brown		

Value printout
 Name present 1 mark
 Students in class - correct value 1 mark
 Extra clubs – correct value 1 mark

	A	B	C	D
1	Forename	House		Number of students in each house
2	Bethany	Red		Red
3	1			Green
4	Jovy	Blue		Blue
5	1			Yellow
6	Umpala	Red		
7				Number of students with less than 5 clubs
8	Lilik	Blue		Number of students with less 12 or more clubs
9	5			
10	Jasmine	Red		
11				
12	Siodena	Red		
13	8			
14	Jamal	Yellow		
15				
16	Dikpah	Red		
17	21			
18	Geraldene	Blue		
19				
20	Kristy	Yellow		
21				
22	Hartati	Green		
23	12			
24	Ahmed	Yellow		
25				
26	Silvia	Green		
27	3			
28	Francesca	Yellow		
29				
30	Lee	Yellow		
31	1			
32	Yolanda	Blue		
33	2			
34	Dynalyn	Yellow		
35				
36	Margie	Yellow		
37	6			
38	Neti	Yellow		
39	5			
40	Hazel	Yellow		
41				

42	Sam	Blue		
43	7			
44	Edna	Blue		
45				
46	Thirumalar	Yellow		
47	14			
48	Pauline	Red		
49	2			
50	Gwynn	Red		
51				
52	Duncan	Blue		
53	4			
54	Sukrit	Blue		
55				
56	Aminat	Red		
57	7			
58	Udoka	Green		
59				
60	Muyunda	Green		
61	2			
62	Milade	Yellow		
63	2			
64	Milana	Red		
65	1			
66	Brianna	Blue		
67	14			
68				
69				
70	Students in class			
71	=COUNTA(A2:A67)-COUNT(A2:A67)			
72				
73	Extra clubs			
74	=COUNT(A2:A67)			
75				
76	by Graham Brown			

Extra clubs	
COUNT used with brackets	1 mark
Correct range	1 mark
Students in class	
COUNTA used with brackets	1 mark
Correct range	1 mark
Subtract	1 mark
COUNT used with brackets	1 mark
Correct range	1 mark

	A	B	C	D	E
1	Forename	House		Number of students in each house	
2	Bethany	Red		Red	9
3	1			Green	4
4	Jovy	Blue		Blue	9
5	1			Yellow	11
6	Umpala	Red			
7				Number of students with less than 5 clubs	10
8	Lilik	Blue		Number of students with 12 or more clubs	4
9	5				
10	Jasmine	Red			
11					
12	Siodena	Red			
13	8				
14	Jamal	Yellow			
15					
16	Dikpah	Red			
17	21				
18	Geraldene	Blue			
19					
20	Kristy	Yellow			
21					
22	Hartati	Green			
23	12				
24	Ahmed	Yellow			
25					
26	Silvia	Green			
27	3				
28	Francesca	Yellow			
29					
30	Lee	Yellow			
31	1				
32	Yolanda	Blue			
33	2				
34	Dynalyn	Yellow			
35					
36	Margie	Yellow			
37	6				
38	Neti	Yellow			
39	5				
40	Hazel	Yellow			
41					
42	Sam	Blue			

Value printout

Each house (colour) - correct value	4 marks
<5 clubs – correct value	1 mark
>=12 clubs – correct value	1 mark

43	7				
44	Edna	Blue			
45					
46	Thirumalar	Yellow			
47	14				
48	Pauline	Red			
49	2				
50	Gwynn	Red			
51					
52	Duncan	Blue			
53	4				
54	Sukrit	Blue			
55					
56	Aminat	Red			
57	7				
58	Udoka	Green			
59					
60	Muyunda	Green			
61	2				
62	Milade	Yellow			
63	2				
64	Milana	Red			
65	1				
66	Brianna	Blue			
67	14				
68					
69					
70	Students in class				
71	33				
72					
73	Extra clubs				
74	20				
75					
76	by Graham Brown				

Value printout
Name present

1 mark

	A	B	C	D	E
1	Forename	House		Number of students in each house	
2	Bethany	Red		Red	=COUNTIF(\$B\$2:\$B\$67,D2)
3	1			Green	=COUNTIF(\$B\$2:\$B\$67,D3)
4	Jovy	Blue		Blue	=COUNTIF(\$B\$2:\$B\$67,D4)
5	1			Yellow	=COUNTIF(\$B\$2:\$B\$67,D5)
6	Umpala	Red			
7				Number of students with less than 5 clubs	=COUNTIF(\$A\$2:\$A\$67,"<5")
8	Lilik	Blue		Number of students with less 12 or more clubs	=COUNTIF(\$A\$2:\$A\$67,">=12")
9	5				
10	Jasmine	Red			
11					
12	Siodena	Red			
13	8				
14	Jamal	Yellow			
15					
16	Dikpah	Red			
17	21				
18	Geraldene	Blue			
19					
20	Kristy	Yellow			
21					
22	Hartati	Green			
23	12				
24	Ahmed	Yellow			
25					
26	Silvia	Green			
27	3				
28	Francesca	Yellow			
29					
30	Lee	Yellow			
31	1				
32	Yolanda	Blue			
33	2				
34	Dynalyn	Yellow			
35					
36	Margie	Yellow			
37	6				
38	Neti	Yellow			
39	5				

For each house colour

- COUNTIF used with brackets 1 mark
- Correct range 1 mark
- Correct reference 1 mark
- <5 students
- COUNTIF used with brackets 1 mark
- Correct range 1 mark
- Correct reference 1 mark
- Correct use of speech marks 1 mark
- >=12 students
- COUNTIF used with brackets 1 mark
- Correct range 1 mark
- Correct reference 1 mark
- Correct use of speech marks 1 mark

40	Hazel	Yellow			
41					
42	Sam	Blue			
43	7				
44	Edna	Blue			
45					
46	Thirumalar	Yellow			
47	14				
48	Pauline	Red			
49	2				
50	Gwynn	Red			
51					
52	Duncan	Blue			
53	4				
54	Sukrit	Blue			
55					
56	Aminat	Red			
57	7				
58	Udoka	Green			
59					
60	Muyunda	Green			
61	2				
62	Milade	Yellow			
63	2				
64	Milana	Red			
65	1				
66	Brianna	Blue			
67	14				
68					
69					
70	Students in class				
71	33				
72					
73	Extra clubs				
74	20				
75					
76	by Graham Brown				

	D	E	F
1	Number of students in each house		New students
2	Red	9	Full
3	Green	4	Add to this house
4	Blue	9	Full
5	Yellow	11	Full
6			
7	Number of students with less than 5 clubs	10	
8	Number of students with less 12 or more clubs	4	

Value printout
 Label in cell F1 – 100% accurate data entry 1 mark
 Each house - correct response 4 marks
 Name present 1 mark

	D	E	F
1	Number of students in each house		New students
2	Red	=COUNTIF(\$B\$2:\$B\$67,D2)	=IF(E2<6,"Add to this house","Full")
3	Green	=COUNTIF(\$B\$2:\$B\$67,D3)	=IF(E3<6,"Add to this house","Full")
4	Blue	=COUNTIF(\$B\$2:\$B\$67,D4)	=IF(E4<6,"Add to this house","Full")
5	Yellow	=COUNTIF(\$B\$2:\$B\$67,D5)	=IF(E5<6,"Add to this house","Full")
6			
7	Number of students with less than 5 clubs	=COUNTIF(\$A\$2:\$A\$67,"<5")	
8	Number of students with less 12 or more clubs	=COUNTIF(\$A\$2:\$A\$67,">=12")	

For red house colour
 IF used with brackets 1 mark
 Correct condition 1 mark
 Correct 'Yes' response 1 mark
 Correct 'No' response 1 mark
 Correct replication 1 mark

	D	E	F
1	Number of students in each house		New students
2	Red	9	Ideal number
3	Green	4	Add to this house
4	Blue	9	Ideal number
5	Yellow	11	Full
6			
7	Number of students with less than 5 clubs	10	
8	Number of students with less 12 or more clubs	4	

Value printout
 Each house - correct response 4 marks
 Name present 1 mark

	D	E	F
1	Number of students in each house		New students
2	Red	=COUNTIF(\$B\$2:\$B\$67,D2)	=IF(E2<6,"Add to this house",IF(E2<11,"Ideal number","Full"))
3	Green	=COUNTIF(\$B\$2:\$B\$67,D3)	=IF(E3<6,"Add to this house",IF(E3<11,"Ideal number","Full"))
4	Blue	=COUNTIF(\$B\$2:\$B\$67,D4)	=IF(E4<6,"Add to this house",IF(E4<11,"Ideal number","Full"))
5	Yellow	=COUNTIF(\$B\$2:\$B\$67,D5)	=IF(E5<6,"Add to this house",IF(E5<11,"Ideal number","Full"))
6			
7	Number of students with less than 5 clubs	=COUNTIF(\$A\$2:\$A\$67,"<5")	
8	Number of students with less 12 or more clubs	=COUNTIF(\$A\$2:\$A\$67,">=12")	

For red house colour
 IF used with brackets 1 mark
 Correct condition 1 mark
 Correct 'Yes' response 1 mark
 Nested IF
 Nested IF with brackets 1 mark
 Correct condition 1 mark
 Correct 'Yes' response 1 mark
 Correct 'No' response 1 mark
 Correct replication 1 mark

	A	B	C
1	Forename	Clubs attended	House
2	Bethany	1	Red
3	Jovy	1	Blue
4	Umpala	0	Red
5	Lilik	5	Blue
6	Jasmine	0	Red
7	Siodena	8	Red
8	Jamal	0	Yellow
9	Dikpah	21	Red
10	Geraldene	0	Blue
11	Kristy	0	Yellow
12	Hartati	12	Green
13	Ahmed	0	Yellow
14	Silvia	3	Green
15	Francesca	0	Yellow
16	Lee	1	Yellow
17	Yolanda	2	Blue
18	Dynalyn	0	Yellow
19	Margie	6	Yellow
20	Neti	5	Yellow
21	Hazel	0	Yellow
22	Sam	7	Blue
23	Edna	0	Blue
24	Thirumalar	14	Yellow
25	Pauline	2	Red
26	Gwynn	0	Red
27	Duncan	4	Blue
28	Sukrit	0	Blue
29	Aminat	7	Red
30	Udoka	0	Green
31	Muyunda	2	Green
32	Milade	2	Yellow
33	Milana	1	Red
34	Brianna	14	Blue
35			
36	Clubs attended by people in:		
37	Red	40	
38	Blue	33	
39	Yellow	28	
40	Green	17	
41			
42	by Graham Brown		

Value printout

Each house - correct SUM

4 marks

Name present

1 mark

	A	B	C
1	Forename	Clubs attended	House
2	Bethany	1	Red
3	Jovy	1	Blue
4	Umpala	0	Red
5	Lilik	5	Blue
6	Jasmine	0	Red
7	Siodena	8	Red
8	Jamal	0	Yellow
9	Dikpah	21	Red
10	Geraldene	0	Blue
11	Kristy	0	Yellow
12	Hartati	12	Green
13	Ahmed	0	Yellow
14	Silvia	3	Green
15	Francesca	0	Yellow
16	Lee	1	Yellow
17	Yolanda	2	Blue
18	Dynalyn	0	Yellow
19	Margie	6	Yellow
20	Neti	5	Yellow
21	Hazel	0	Yellow
22	Sam	7	Blue
23	Edna		
24	Thirumalar		
25	Pauline		
26	Gwynn		
27	Duncan		
28	Sukrit		Blue
29	Aminat	7	Red
30	Udoka	0	Green
31	Muyunda	2	Green
32	Milade	2	Yellow
33	Milana	1	Red
34	Brianna	14	Blue
35			
36	Clubs attended by people in:		
37	Red	=SUMIF(\$C\$2:\$C\$34,A37,\$B\$2:\$B\$34)	
38	Blue	=SUMIF(\$C\$2:\$C\$34,A38,\$B\$2:\$B\$34)	
39	Yellow	=SUMIF(\$C\$2:\$C\$34,A39,\$B\$2:\$B\$34)	
40	Green	=SUMIF(\$C\$2:\$C\$34,A40,\$B\$2:\$B\$34)	
41			
42	by Graham Brown		

For red house colour
 SUMIF used with brackets 1 mark
 Correct range for IF condition C2 to C34 1 mark
 Correct cell reference A37 1 mark
 Correct range for SUM – B2 to B34 1 mark
 Correct replication 1 mark

	A	B	C	D
1	Forename	Tutor Initials	Tutor Name	Room Number
2	Abigail	KMO	Kate Morrissey	101
3	Adam	JLE	Jenny Lee	7
4	Adil	SSI	Sukan Singh	1
5	Ahmed	PFR	Philip Freeman	12
6	Aminat	SSI	Sukan Singh	1
7	Amy	CSC	Chris Scott	13
8	April	UOG	Udoka Ogbue	21
9	Asa	MPV	Milana Pavlov	102
10	Benjamin	CSC	Chris Scott	13
11	Bethany	CSC	Chris Scott	13
12	Brianna	BSA	Brian Sargent	22
13	Brooke	UOG	Udoka Ogbue	21
14	Bryony	DBR	Duncan Brown	23
15	Christopher	DBR	Duncan Brown	23
16	Claire	GBR	Graham Brown	59
17	Conner	SES	Shahad El Sharrief	74
18	Connor	SPA	Sukrit Patak	22
19	Curtis	CSC	Chris Scott	13
20	Daniel	CSC	Chris Scott	13
21	Dikpah	JLE	Jenny Lee	7
22	Duncan	KMO	Kate Morrissey	101
23	Dynalyn	KMO	Kate Morrissey	101
24	Edna	WNG	William Ng	60
25	Elizabeth	WNG	William Ng	60
26	Ellen	KMO	Kate Morrissey	101
27	Emma	KMO	Kate Morrissey	101
28	Ethan	SSI	Sukan Singh	1
29	Fiona	UOG	Udoka Ogbue	21
30	Francesca	GBR	Graham Brown	59
31	Gemma	KMO	Kate Morrissey	101
32	Georgia	SSI	Sukan Singh	1
33	Geraldene	UOG	Udoka Ogbue	21
34	Grace	SES	Shahad El Sharrief	74
35	Gwynn	MAR	Mike Arnott	4
36	Hannah	UOG	Udoka Ogbue	21
37	Harry	MAR	Mike Arnott	4
38	Hartati	KMO	Kate Morrissey	101
39	Hazel	SSI	Sukan Singh	1
40	Holly	DBR	Duncan Brown	23
41	Isabel	JLE	Jenny Lee	7
42	Jack	BVW	Brynn Von Willibrand	78
43	Jake	WNG	William Ng	60

44	Jamal	WNG	William Ng	60
45	James	JLE	Jenny Lee	7
46	Jamie	SPA	Sukrit Patak	22
47	Jasmine	PFR	Philip Freeman	12
48	Jemma	WNG	William Ng	60
49	Joseph	BSA	Brian Sargent	22
50	Jovy	SPA	Sukrit Patak	22
51	Kiah	KMO	Kate Morrissey	101
52	Kristy	SSI	Sukan Singh	1
53	Laura	SPA	Sukrit Patak	22
54	Lauren	PFR	Philip Freeman	12
55	Leah	JLE	Jenny Lee	7
56	Lee	BVW	Brynn Von Willibrand	78
57	Liam	JLE	Jenny Lee	7
58	Lilik	SPA	Sukrit Patak	22
59	Linzi	SES	Shahad El Sharrief	74
60	Louise	BVW	Brynn Von Willibrand	78
61	Luke	GBR	Graham Brown	59
62	Magano	BSA	Brian Sargent	22
63	Margie	DBR	Duncan Brown	23
64	Megan	MAR	Mike Arnott	4
65	Melica	MPV	Milana Pavlov	102
66	Mikaela	MAR	Mike Arnott	4
67	Milade	BVW	Brynn Von Willibrand	78
68	Milana	BVW	Brynn Von Willibrand	78
69	Muyunda	SSI	Sukan Singh	1
70	Neti	SES	Shahad El Sharrief	74
71	Olivia	BSA	Brian Sargent	22
72	Pauline	BSA	Brian Sargent	22
73	Peter	SES	Shahad El Sharrief	74
74	Rachel	SSI	Sukan Singh	1
75	Rebecca	PFR	Philip Freeman	12
76	Sabastian	KMO	Kate Morrissey	101
77	Sam	UOG	Udoka Ogbue	21
78	Sarah	MAR	Mike Arnott	4
79	Shannon	UOG	Udoka Ogbue	21
80	Silvia	JLE	Jenny Lee	7
81	Siodena	KMO	Kate Morrissey	101
82	Steven	GBR	Graham Brown	59
83	Sukrit	CSC	Chris Scott	13
84	Thirumalar	CSC	Chris Scott	13

85	Thomas	SPA	Sukrit Patak	22
86	Tolani	MAR	Mike Arnott	4
87	Udoka	BSA	Brian Sargent	22
88	Umpala	SSI	Sukan Singh	1
89	William	WNG	William Ng	60
90	Yolanda	SSI	Sukan Singh	1
91	Zoe	SPA	Sukrit Patak	22
92				
93			By Graham Brown	

Value printout

Each student - correct tutor

1 mark

Each student – correct room

1 mark

Name present

1 mark

	A	B	C	D
1	Forename	Tutor Initials	Tutor Name	Room Number
2	Abigail	KMO	=VLOOKUP(B2,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B2,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
3	Adam	JLE	=VLOOKUP(B3,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B3,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
4	Adil	SSI	=VLOOKUP(B4,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B4,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
5	Ahmed	PFR	=VLOOKUP(B5,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B5,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
6	Aminat	SSI	=VLOOKUP(B6,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B6,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
7	Amy	CSC	=VLOOKUP(B7,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B7,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
8	April	UOG	=VLOOKUP(B8,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B8,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
9	Asa	MPV	=VLOOKUP(B9,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B9,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
10	Benjamin	CSC	=VLOOKUP(B10,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B10,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
11	Bethany	CSC	=VLOOKUP(B11,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B11,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
12	Brianna	BSA	=VLOOKUP(B12,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B12,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
13	Brooke	UOG	=VLOOKUP(B13,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B13,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
14	Bryony	DBR	=VLOOKUP(B14,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B14,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
15	Christopher	DBR	=VLOOKUP(B15,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B15,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
16	Claire	GBR	=VLOOKUP(B16,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B16,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
17	Conner	SES	=VLOOKUP(B17,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B17,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
18	Connor	SPA	=VLOOKUP(B18,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B18,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
19	Curtis	CSC	=VLOOKUP(B19,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B19,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
20	Daniel	CSC	=VLOOKUP(B20,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B20,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
21	Dikpah	JLE	=VLOOKUP(B21,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B21,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
22	Duncan	KMO	=VLOOKUP(B22,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B22,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
23	Dynalyn	KMO	=VLOOKUP(B23,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B23,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
24	Edna	WNG	=VLOOKUP(B24,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B24,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
25	Elizabeth	WNG	=VLOOKUP(B25,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B25,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
26	Ellen	KMO	=VLOOKUP(B26,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B26,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
27	Emma	KMO	=VLOOKUP(B27,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B27,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
28	Ethan	SSI	=VLOOKUP(B28,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B28,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)

29	Fiona	UOG	=VLOOKUP(B29,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B29,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
30	Francesca	GBR	=VLOOKUP(B30,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B30,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
31	Gemma	KMO	=VLOOKUP(B31,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B31,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
32	Georgia	SSI	=VLOOKUP(B32,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B32,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
33	Geraldene	UOG	=VLOOKUP(B33,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B33,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
34	Grace	SES	=VLOOKUP(B34,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B34,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
35	Gwynn	MAR	=VLOOKUP(B35,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B35,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
36	Hannah	UOG	=VLOOKUP(B36,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B36,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
37	Harry	MAR	=VLOOKUP(B37,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B37,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
38	Hartati	KMO	=VLOOKUP(B38,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B38,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
39	Hazel	SSI	=VLOOKUP(B39,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B39,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
40	Holly	DBR	=VLOOKUP(B40,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B40,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
41	Isabel	JLE	=VLOOKUP(B41,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B41,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
42	Jack	BVW	=VLOOKUP(B42,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B42,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
43	Jake	WNG	=VLOOKUP(B43,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B43,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
44	Jamal	WNG	=VLOOKUP(B44,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B44,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
45	James	JLE	=VLOOKUP(B45,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B45,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
46	Jamie	SPA	=VLOOKUP(B46,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B46,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
47	Jasmine	PFR	=VLOOKUP(B47,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B47,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
48	Jemma	WNG	=VLOOKUP(B48,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B48,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
49	Joseph	BSA	=VLOOKUP(B49,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B49,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
50	Jovy	SPA	=VLOOKUP(B50,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B50,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
51	Kiah	KMO	=VLOOKUP(B51,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B51,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
52	Kristy	SSI	=VLOOKUP(B52,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B52,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
53	Laura	SPA	=VLOOKUP(B53,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B53,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
54	Lauren	PFR	=VLOOKUP(B54,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B54,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
55	Leah	JLE	=VLOOKUP(B55,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B55,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
56	Lee	BVW	=VLOOKUP(B56,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B56,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
57	Liam	JLE	=VLOOKUP(B57,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B57,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)

58	Lilik	SPA	=VLOOKUP(B58,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B58,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
59	Linzi	SES	=VLOOKUP(B59,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B59,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
60	Louise	BVW	=VLOOKUP(B60,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B60,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
61	Luke	GBR	=VLOOKUP(B61,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B61,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
62	Magano	BSA	=VLOOKUP(B62,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B62,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
63	Margie	DBR	=VLOOKUP(B63,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B63,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
64	Megan	MAR	=VLOOKUP(B64,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B64,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
65	Melica	MPV	=VLOOKUP(B65,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B65,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
66	Mikaela	MAR	=VLOOKUP(B66,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B66,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
67	Milade	BVW	=VLOOKUP(B67,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B67,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
68	Milana	BVW	=VLOOKUP(B68,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B68,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
69	Muyunda	SSI	=VLOOKUP(B69,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B69,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
70	Neti	SES	=VLOOKUP(B70,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B70,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
71	Olivia	BSA	=VLOOKUP(B71,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B71,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
72	Pauline	BSA	=VLOOKUP(B72,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B72,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
73	Peter	SES	=VLOOKUP(B73,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B73,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
74	Rachel	SSI	=VLOOKUP(B74,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B74,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
75	Rebecca	PFR	=VLOOKUP(B75,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B75,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
76	Sabastian	KMO	=VLOOKUP(B76,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B76,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
77	Sam	UOG	=VLOOKUP(B77,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B77,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
78	Sarah	MAR	=VLOOKUP(B78,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B78,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
79	Shannon	UOG	=VLOOKUP(B79,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B79,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
80	Silvia	JLE	=VLOOKUP(B80,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B80,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
81	Siodena	KMO	=VLOOKUP(B81,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B81,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
82	Steven	GBR	=VLOOKUP(B82,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B82,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
83	Sukrit	CSC	=VLOOKUP(B83,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B83,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
84	Thirumalar	CSC	=VLOOKUP(B84,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B84,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
85	Thomas	SPA	=VLOOKUP(B85,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B85,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
86	Tolani	MAR	=VLOOKUP(B86,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B86,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)

87	Udoka	BSA	=VLOOKUP(B87,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B87,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
88	Umpala	SSI	=VLOOKUP(B88,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B88,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
89	William	WNG	=VLOOKUP(B89,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B89,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
90	Yolanda	SSI	=VLOOKUP(B90,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B90,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
91	Zoe	SPA	=VLOOKUP(B91,Teachers.csv!\$A\$2:\$B\$16,2,FALSE)	=HLOOKUP(B91,[Rooms.csv]Rooms!\$A\$2:\$O\$3,2,FALSE)
92				
93			By Graham Brown	

For Tutor Name
 VLOOKUP used with brackets 1 mark
 Correct cell reference B2 (current row number) 1 mark
 Reference to correct external file TEACHERS.CSV 1 mark
 Correct range A2 to B16 1 mark
 Absolute values on range 1 mark
 Correct return column 2 1 mark
 False setting for exact match only 1 mark
 Correct replication 1 mark

For Room Number
 HLOOKUP used with brackets 1 mark
 Correct cell reference B2 (current row number) 1 mark
 Reference to correct external file ROOMS.CSV 1 mark
 Correct range A2 to O3 1 mark
 Absolute values on range 1 mark
 Correct return column 2 1 mark
 False setting for exact match only 1 mark
 Correct replication 1 mark

a) All the students with a tutor called Chris Scott

	A	B	C	D
1	Forename	Tutor Initials	Tutor Name	Room Number
7	Amy	CSC	Chris Scott	13
10	Benjamin	CSC	Chris Scott	13
11	Bethany	CSC	Chris Scott	13
19	Curtis	CSC	Chris Scott	13
20	Daniel	CSC	Chris Scott	13
83	Sukrit	CSC	Chris Scott	13
84	Thirumalar	CSC	Chris Scott	13
92				
93			By Graham Brown	

Value printout

Selected on Tutor Name - correct tutor

2 marks

Name present

1 mark

b) All the students who will be using rooms numbered between 22 and 74 inclusive

	A	B	C	D
12	Brianna	BSA	Brian Sargent	22
14	Bryony	DBR	Duncan Brown	23
15	Christopher	DBR	Duncan Brown	23
16	Claire	GBR	Graham Brown	59
17	Conner	SES	Shahad El Sharrief	74
18	Connor	SPA	Sukrit Patak	22
24	Edna	WNG	William Ng	60
25	Elizabeth	WNG	William Ng	60
30	Francesca	GBR	Graham Brown	59
34	Grace	SES	Shahad El Sharrief	74
40	Holly	DBR	Duncan Brown	23
43	Jake	WNG	William Ng	60
44	Jamal	WNG	William Ng	60
46	Jamie	SPA	Sukrit Patak	22
48	Jemma	WNG	William Ng	60
49	Joseph	BSA	Brian Sargent	22
50	Jovy	SPA	Sukrit Patak	22
53	Laura	SPA	Sukrit Patak	22
58	Lilik	SPA	Sukrit Patak	22
59	Linzi	SES	Shahad El Sharrief	74
61	Luke	GBR	Graham Brown	59
62	Magano	BSA	Brian Sargent	22
63	Margie	DBR	Duncan Brown	23
70	Neti	SES	Shahad El Sharrief	74
71	Olivia	BSA	Brian Sargent	22
72	Pauline	BSA	Brian Sargent	22
73	Peter	SES	Shahad El Sharrief	74
82	Steven	GBR	Graham Brown	59
85	Thomas	SPA	Sukrit Patak	22
87	Udoka	BSA	Brian Sargent	22
89	William	WNG	William Ng	60
91	Zoe	SPA	Sukrit Patak	22
92				
93			By Graham Brown	

Value printout

Room number ≥ 22

2 marks

Room number ≤ 74

1 mark

Name present

1 mark

c) all the students except Kiah and Hartati with a tutor called Kate Morrissey or Mike Arnott

	A	B	C	D
2	Abigail	KMO	Kate Morrissey	101
22	Duncan	KMO	Kate Morrissey	101
23	Dynalyn	KMO	Kate Morrissey	101
26	Ellen	KMO	Kate Morrissey	101
27	Emma	KMO	Kate Morrissey	101
31	Gemma	KMO	Kate Morrissey	101
35	Gwynn	MAR	Mike Arnott	4
37	Harry	MAR	Mike Arnott	4
64	Megan	MAR	Mike Arnott	4
66	Mikaela	MAR	Mike Arnott	4
76	Sabastian	KMO	Kate Morrissey	101
78	Sarah	MAR	Mike Arnott	4
81	Siodena	KMO	Kate Morrissey	101
86	Tolani	MAR	Mike Arnott	4
92				
93			By Graham Brown	

Value printout

Selected on Tutor Name – Mike Arnott 2 marks

OR Kate Morrissey 2 marks

AND

Kiah deleted 1 mark

Hartati deleted 1 mark

Name present 1 mark

a) All the students with a forename that starts or ends with the letter 'R'

	A	B	C	D
1	Forename	Tutor Initials	Tutor Name	Room Number
15	Christopher	DBR	Duncan Brown	23
17	Conner	SES	Shahad El Sharrief	74
18	Connor	SPA	Sukrit Patak	22
73	Peter	SES	Shahad El Sharrief	74
74	Rachel	SSI	Sukan Singh	1
75	Rebecca	PFR	Philip Freeman	12
84	Thirumalar	CSC	Chris Scott	13
92				
93			By Graham Brown	

Value printout
 Forename starts with R 1 mark
 OR
 Forename ends in R 1 mark
 Name present 1 mark

b) All the students with a forename that contains the letters 'eth'

	A	B	C	D
1	Forename	Tutor Initials	Tutor Name	Room Number
11	Bethany	CSC	Chris Scott	13
25	Elizabeth	WNG	William Ng	60
28	Ethan	SSI	Sukan Singh	1
92				
93			By Graham Brown	

Value printout
 Forename contains 'eth' 2 marks
 Name present 1 mark

c) All the students with a forename that contains the letters 'Jam' and who have a tutor who uses room 60.

	A	B	C	D
1	Forename	Tutor Initials	Tutor Name	Room Number
44	Jamal	WNG	William Ng	60
92				
93			By Graham Brown	

Value printout
 Forename contains 'Jam' 1 mark
 AND
 Room = 60 1 mark
 Name present 1 mark

	A	B	C	D
1	Forename	Tutor Initials	Tutor Name	Room Number
2	Edna	WNG	William Ng	60
3	Elizabeth	WNG	William Ng	60
4	Jake	WNG	William Ng	60
5	Jamal	WNG	William Ng	60
6	Jemma	WNG	William Ng	60
7	William	WNG	William Ng	60
8	April	UOG	Udoka Ogbue	21
9	Brooke	UOG	Udoka Ogbue	21
10	Fiona	UOG	Udoka Ogbue	21
11	Geraldene	UOG	Udoka Ogbue	21
12	Hannah	UOG	Udoka Ogbue	21
13	Sam	UOG	Udoka Ogbue	21
14	Shannon	UOG	Udoka Ogbue	21
15	Connor	SPA	Sukrit Patak	22
16	Jamie	SPA	Sukrit Patak	22
17	Jovy	SPA	Sukrit Patak	22
18	Laura	SPA	Sukrit Patak	22
19	Lilik	SPA	Sukrit Patak	22
20	Thomas	SPA	Sukrit Patak	22
21	Zoe	SPA	Sukrit Patak	22
22	Adil	SSI	Sukan Singh	1
23	Aminat	SSI	Sukan Singh	1
24	Ethan	SSI	Sukan Singh	1
25	Georgia	SSI	Sukan Singh	1
26	Hazel	SSI	Sukan Singh	1
27	Kristy	SSI	Sukan Singh	1
28	Muyunda	SSI	Sukan Singh	1
29	Rachel	SSI	Sukan Singh	1
30	Umpala	SSI	Sukan Singh	1
31	Yolanda	SSI	Sukan Singh	1
32	Conner	SES	Shahad El Sharrief	74
33	Grace	SES	Shahad El Sharrief	74
34	Linzi	SES	Shahad El Sharrief	74
35	Neti	SES	Shahad El Sharrief	74
36	Peter	SES	Shahad El Sharrief	74
37	Ahmed	PFR	Philip Freeman	12
38	Jasmine	PFR	Philip Freeman	12
39	Lauren	PFR	Philip Freeman	12
40	Rebecca	PFR	Philip Freeman	12
41	Asa	MPV	Milana Pavlov	102
42	Melica	MPV	Milana Pavlov	102

43	Gwynn	MAR	Mike Arnott	4
44	Harry	MAR	Mike Arnott	4
45	Megan	MAR	Mike Arnott	4
46	Mikaela	MAR	Mike Arnott	4
47	Sarah	MAR	Mike Arnott	4
48	Tolani	MAR	Mike Arnott	4
49	Abigail	KMO	Kate Morrissey	101
50	Duncan	KMO	Kate Morrissey	101
51	Dynalyn	KMO	Kate Morrissey	101
52	Ellen	KMO	Kate Morrissey	101
53	Emma	KMO	Kate Morrissey	101
54	Gemma	KMO	Kate Morrissey	101
55	Hartati	KMO	Kate Morrissey	101
56	Kiah	KMO	Kate Morrissey	101
57	Sabastian	KMO	Kate Morrissey	101
58	Siodena	KMO	Kate Morrissey	101
59	Adam	JLE	Jenny Lee	7
60	Dikpah	JLE	Jenny Lee	7
61	Isabel	JLE	Jenny Lee	7
62	James	JLE	Jenny Lee	7
63	Leah	JLE	Jenny Lee	7
64	Liam	JLE	Jenny Lee	7
65	Silvia	JLE	Jenny Lee	7
66	Claire	GBR	Graham Brown	59
67	Francesca	GBR	Graham Brown	59
68	Luke	GBR	Graham Brown	59
69	Steven	GBR	Graham Brown	59
70	Bryony	DBR	Duncan Brown	23
71	Christopher	DBR	Duncan Brown	23
72	Holly	DBR	Duncan Brown	23
73	Margie	DBR	Duncan Brown	23
74	Amy	CSC	Chris Scott	13
75	Benjamin	CSC	Chris Scott	13
76	Bethany	CSC	Chris Scott	13
77	Curtis	CSC	Chris Scott	13
78	Daniel	CSC	Chris Scott	13
79	Sukrit	CSC	Chris Scott	13
80	Thirumalar	CSC	Chris Scott	13
81	Jack	BVW	Brynn Von Willibrand	78
82	Lee	BVW	Brynn Von Willibrand	78
83	Louise	BVW	Brynn Von Willibrand	78
84	Milade	BVW	Brynn Von Willibrand	78
85	Milana	BVW	Brynn Von Willibrand	78

86	Brianna	BSA	Brian Sargent	22
87	Joseph	BSA	Brian Sargent	22
88	Magano	BSA	Brian Sargent	22
89	Olivia	BSA	Brian Sargent	22
90	Pauline	BSA	Brian Sargent	22
91	Udoka	BSA	Brian Sargent	22
92				
93			By Graham Brown	

Value printout

Primary sort on Tutor Name 1 mark

Descending 1 mark

AND

Secondary sort on Forename 1 mark

Ascending 1 mark

Name present 1 mark

	A	B	C
1	Forename	<i>Clubs attended</i>	<i>House</i>
2	Bethany	1	Red
3	Jovy	1	Blue
4	Umpala	0	Red
5	Lilik	5	Blue
6	Jasmine	0	Red
7	Siodena	8	Red
8	Jamal	0	Yellow
9	Dikpah	21	Red
10	Geraldene	0	Blue
11	Kristy	0	Yellow
12	Hartati	12	Green
13	Ahmed	0	Yellow
14	Silvia	3	Green
15	Francesca	0	Yellow
16	Lee	1	Yellow
17	Yolanda	2	Blue
18	Dynalyn	0	Yellow
19	Margie	6	Yellow
20	Neti	5	Yellow
21	Hazel	0	Yellow
22	Sam	7	Blue
23	Edna	0	Blue
24	Thirumalar		
25	Pauline		
26	Gwynn		
27	Duncan		
28	Sukrit		
29	Aminat		
30	Udoka		
31	Muyunda		
32	Milade		
33	Milana		
34	Brianna		
35			
36	<i>Clubs attended by people in:</i>		
37	Red	40	
38	Blue	33	
39	Yellow	28	
40	Green	17	
41			
42	<u>by Graham Brown</u>		

Rows 1 and 36
 Bold 1 mark
 Italic 1 mark
 Cells A1 to C1
 Black background 1 mark
 White text 1 mark
 Cell A37 – Red background 1 mark
 Cell A38 – Blue background 1 mark
 Cell A37 – Yellow background 1 mark
 Cell A37 – Green background 1 mark
 Name
 Present 1 mark
 Underlined 1 mark

	A	B	C
1	Forename	Clubs attended	House
2	Bethany	1	Red
3	Jovy	1	Blue
4	Umpala	0	Red
5	Lilik	5	Blue
6	Jasmine	0	Red
7	Siodena	8	Red
8	Jamal	0	Yellow
9	Dikpah	21	Red
10	Geraldene	0	Blue
11	Kristy	0	Yellow
12	Hartati	12	Green
13	Ahmed	0	Yellow
14	Silvia	3	Green
15	Francesca	0	Yellow
16	Lee	1	Yellow
17	Yolanda	2	Blue
18	Dynalyn	0	Yellow
19	Margie	6	Yellow
20	Neti	5	Yellow
21	Hazel	0	Yellow
22	Sam	7	Blue
23	Edna	0	Blue
24	Thirumalar	14	Yellow
25	Pauline	2	Red
26	Gwynn	0	Red
27	Duncan		
28	Sukrit		
29	Aminat		
30	Udoka		
31	Muyunda		
32	Milade		
33	Milana		
34	Brianna	14	Blue
35			
36	Clubs attended by people in:		Percent
37	Red	40	33.9%
38	Blue	33	28.0%
39	Yellow	28	23.7%
40	Green	17	14.4%
41	Total	118	
42			
43	by Graham Brown		

Value printout

- Label in A41 – **Total** 100% correct 1 mark
- Cell B41 correct answer 1 mark
- Label in C36 – **Percent** 100% correct 1 mark
- Correct values in C37 to C40 1 mark
- All 4 cells formatted as % values 1 mark
- All 4 cells formatted to 1 decimal place 1 mark
- Name present 1 mark

	A	B	C
1	Forename	Clubs attended	House
2	Bethany	1	Red
3	Jovy	1	Blue
4	Umpala	0	Red
5	Lilik	5	Blue
6	Jasmine	0	Red
7	Siodena	8	Red
8	Jamal	0	Yellow
9	Dikpah	21	Red
10	Geraldene	0	Blue
11	Kristy	0	Yellow
12	Hartati	12	Green
13	Ahmed	0	Yellow
14	Silvia	3	Green
15	Francesca	0	Yellow
16	Lee	1	Yellow
17	Yolanda	2	Blue
18	Dynalyn	0	Yellow
19	Margie	6	Yellow
20	Neti	5	Yellow
21	Hazel	0	Yellow
22	Sam	7	Blue
23	Edna		
24	Thirumalar		
25	Pauline		
26	Gwynn		
27	Duncan		
28	Sukrit	0	Blue
29	Aminat	7	Red
30	Udoka	0	Green
31	Muyunda	2	Green
32	Milade	2	Yellow
33	Milana	1	Red
34	Brianna	14	Blue
35			
36	Clubs attended by people in:		Percent
37	Red	=SUMIF(\$C\$2:\$C\$34,A37,\$B\$2:\$B\$34)	=B37/\$B\$41
38	Blue	=SUMIF(\$C\$2:\$C\$34,A38,\$B\$2:\$B\$34)	=B38/\$B\$41
39	Yellow	=SUMIF(\$C\$2:\$C\$34,A39,\$B\$2:\$B\$34)	=B39/\$B\$41
40	Green	=SUMIF(\$C\$2:\$C\$34,A40,\$B\$2:\$B\$34)	=B40/\$B\$41
41	Total	=SUM(B37:B40)	
42			
43	by Graham Brown		

For red house colour
 Correct % calculation in each of 4 cells 4 marks
 Use of absolute and relative referencing 1 mark
 B41 contains SUM function (correct range) 2 marks
 Award only 1 mark if series of additions

Green highlighted figures extracted from the internet
 Results in blue highlighted cells will differ as they are based on green cells

	A	B	C	D	E	F
1	Exchange rates	USA	UK	Australia	Japan	Europe
2		dollars	pounds	dollars	yen	euros
3		1	0.679718	1.40799	99.7527	0.753433
4	Irrigation					
5	Items for sale					
6		Price in				
7		USA	UK	Australia	Japan	Europe
8	Sprinkler gun	\$28.00	£19.03	\$39.42	¥2,793	€21.10
9	5 cm Hose reel	\$12.00	£8.16	\$16.90	¥1,197	€9.04
10	7.5 cm Hose reel	\$18.00	£12.23	\$25.34	¥1,796	€13.56
11	10 cm Hose reel	\$26.00	£17.67	\$36.61	¥2,594	€19.59
12	Workhorse pump	\$185.00	£125.75	\$260.48	¥18,454	€139.39
13	Supply pump	\$200.00	£135.94	\$281.60	¥19,951	€150.69
14	Booster Pump	\$60.00	£40.78	\$84.48	¥5,985	€45.21
15	Irrigation sprinkler	\$20.00	£13.59	\$28.16	¥1,995	€15.07
16	Oscillating sprinkler	\$32.00	£21.75	\$45.06	¥3,192	€24.11
17	Impulse sprinkler	\$40.00	£27.19	\$56.32	¥3,990	€30.14
18	Hose connector	\$2.00	£1.36	\$2.82	¥200	€1.51
19	Boom system	\$200.00	£135.94	\$281.60	¥19,951	€150.69
20	Greenhouse system	\$320.00	£217.51	\$450.56	¥31,921	€241.10
21	Drip system	\$16.00	£10.88	\$22.53	¥1,596	€12.05
22	Micro irrigation	\$36.00	£24.47	\$50.69	¥3,591	€27.12
23						
24	by Graham Brown					

Value printout
 Cells A4 & A5 Bold 1 mark
 Cells A4 & A5 Italic 1 mark
 Cells A4 & A5 20 points high 1 mark
 All values in cells C8 to C22 will be different
 Cells B8 to B22 formatted in \$ with 2dp 1 mark
 Cells C8 to C22 formatted in £ with 2dp 1 mark
 Cells D8 to D22 formatted in \$ with 2dp 1 mark
 Cells E8 to E22 formatted in ¥ with 0dp 1 mark
 Cells F8 to F22 formatted in € with 2dp 1 mark
 Name present 1 mark

	A	B	C	D	E	F
1	Exchange rates	USA	UK	Australia	Japan	Europe
2		dollars	pounds	dollars	yen	euros
3		1	0.679718	1.40799	99.7527	0.753433
4	Irrigation					
5	Items for sale					
6		Price in				
7		USA	UK	Australia	Japan	Europe
8	Sprinkler gun	28	=B8*\$C\$3	=B8*\$D\$3	=B8*\$E\$3	=B8*\$F\$3
9	5 cm Hose reel	12	=B9*\$C\$3	=B9*\$D\$3	=B9*\$E\$3	=B9*\$F\$3
10	7.5 cm Hose reel	18	=B10*\$C\$3	=B10*\$D\$3	=B10*\$E\$3	=B10*\$F\$3
11	10 cm Hose reel	26	=B11*\$C\$3	=B11*\$D\$3	=B11*\$E\$3	=B11*\$F\$3
12	Workhorse pump	185	=B12*\$C\$3	=B12*\$D\$3	=B12*\$E\$3	=B12*\$F\$3
13	Supply pump	200	=B13*\$C\$3	=B13*\$D\$3	=B13*\$E\$3	=B13*\$F\$3
14	Booster Pump	60	=B14*\$C\$3	=B14*\$D\$3	=B14*\$E\$3	=B14*\$F\$3
15	Irrigation sprinkler	20	=B15*\$C\$3	=B15*\$D\$3	=B15*\$E\$3	=B15*\$F\$3
16	Oscillating sprinkler	32	=B16*\$C\$3	=B16*\$D\$3	=B16*\$E\$3	=B16*\$F\$3
17	Impulse sprinkler	40	=B17*\$C\$3	=B17*\$D\$3	=B17*\$E\$3	=B17*\$F\$3
18	Hose connector	2	=B18*\$C\$3	=B18*\$D\$3	=B18*\$E\$3	=B18*\$F\$3
19	Boom system	200	=B19*\$C\$3	=B19*\$D\$3	=B19*\$E\$3	=B19*\$F\$3
20	Greenhouse system	320	=B20*\$C\$3	=B20*\$D\$3	=B20*\$E\$3	=B20*\$F\$3
21	Drip system	16	=B21*\$C\$3	=B21*\$D\$3	=B21*\$E\$3	=B21*\$F\$3
22	Micro irrigation	36	=B22*\$C\$3	=B22*\$D\$3	=B22*\$E\$3	=B22*\$F\$3
23						
24	by Graham Brown					

Formulae printout

Cells C8 to C22 multiplied row B with C3 1 mark

Cells D8 to D22 multiplied row B with D3 1 mark

Cells E8 to E22 multiplied row B with E3 1 mark

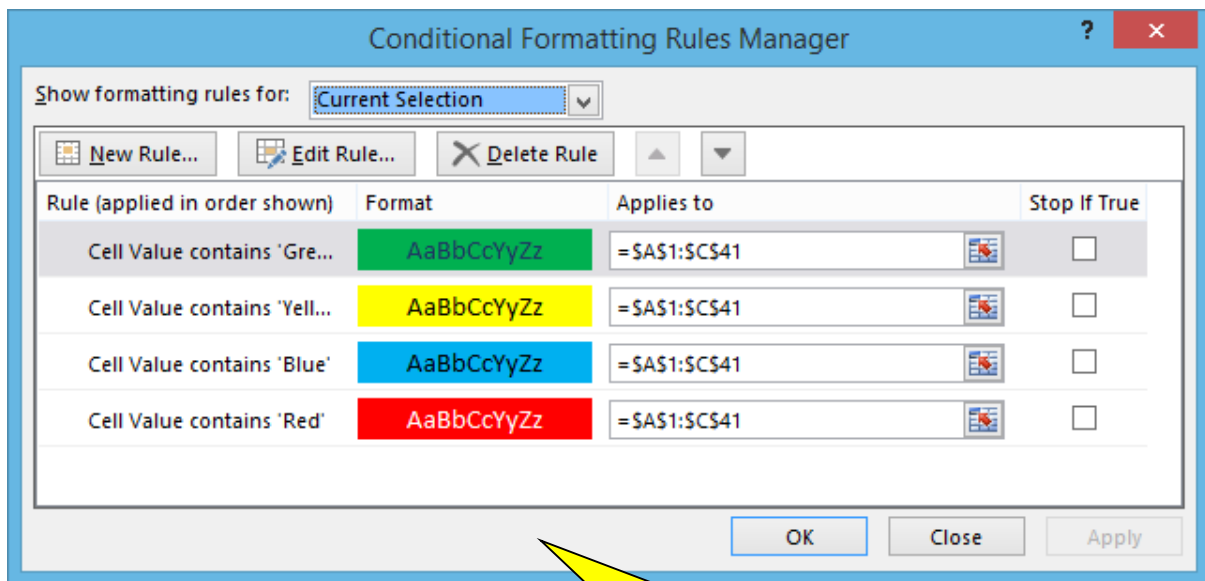
Cells F8 to F22 multiplied row B with F3 1 mark

All 4 columns - absolute and relative referencing 1 mark

	A	B	C
1	Forename	Clubs attended	House
2	Bethany	1	Red
3	Joy	1	Blue
4		0	Red
5		5	Blue
6	Jasmine	0	Red
7	Siodena	8	Red
8	Jamal	0	Yellow
9	Dikpah	21	Red
10	Geraldene	0	Blue
11	Kristy	0	Yellow
12	Hartati	12	Green
13	Ahmed	0	Yellow
14	Silvia	3	Green
15	Francesca	0	Yellow
16	Lee	1	Yellow
17	Yolanda	2	Blue
18	Dynalyn	0	Yellow
19	Margie	6	Yellow
20	Neti	5	Yellow
21	Hazel	0	Yellow
22	Sam	7	Blue
23	Edna	0	Blue
24	Thirumalar	14	Yellow
25	Pauline	2	Red
26	Gwynn	0	Red
27	Duncan	4	Blue
28	Sukrit	0	Blue
29	Aminat	7	Red
30	Udoka	0	Green
31	Muyunda	2	Green
32	Milade	2	Yellow
33	Milana	1	Red
34	Brianna	14	Blue
35			
36	Clubs attended by people in:		Percent
37	Red	40	34%
38	Blue		
39	Yellow		
40	Green	17	14%
41	Total	118	
42			
43	by Graham Brown		
44			

For each house colour in this column
 Correct house colour displayed for the house 4 marks
 Each house colour has good contrast (easy to read) 4 marks

For each house colour in this column
 House colours here match the House column 4 marks



For each house colour
 Correct condition applied 4 marks
 Appropriate result 4 marks
 Range of cells applied to is acceptable 4 marks

Answer files for Chapter 21

Superscript and subscript in a web page by Graham Brown

Enhancing Text

Text can be enhanced in many ways, it can be made italic, it can be emboldened and it can be underlined. Although it is possible to underline this text, it is not often used as this is usually used to show a Hyperlink. We will study these later when we apply CSS styles to our web page.

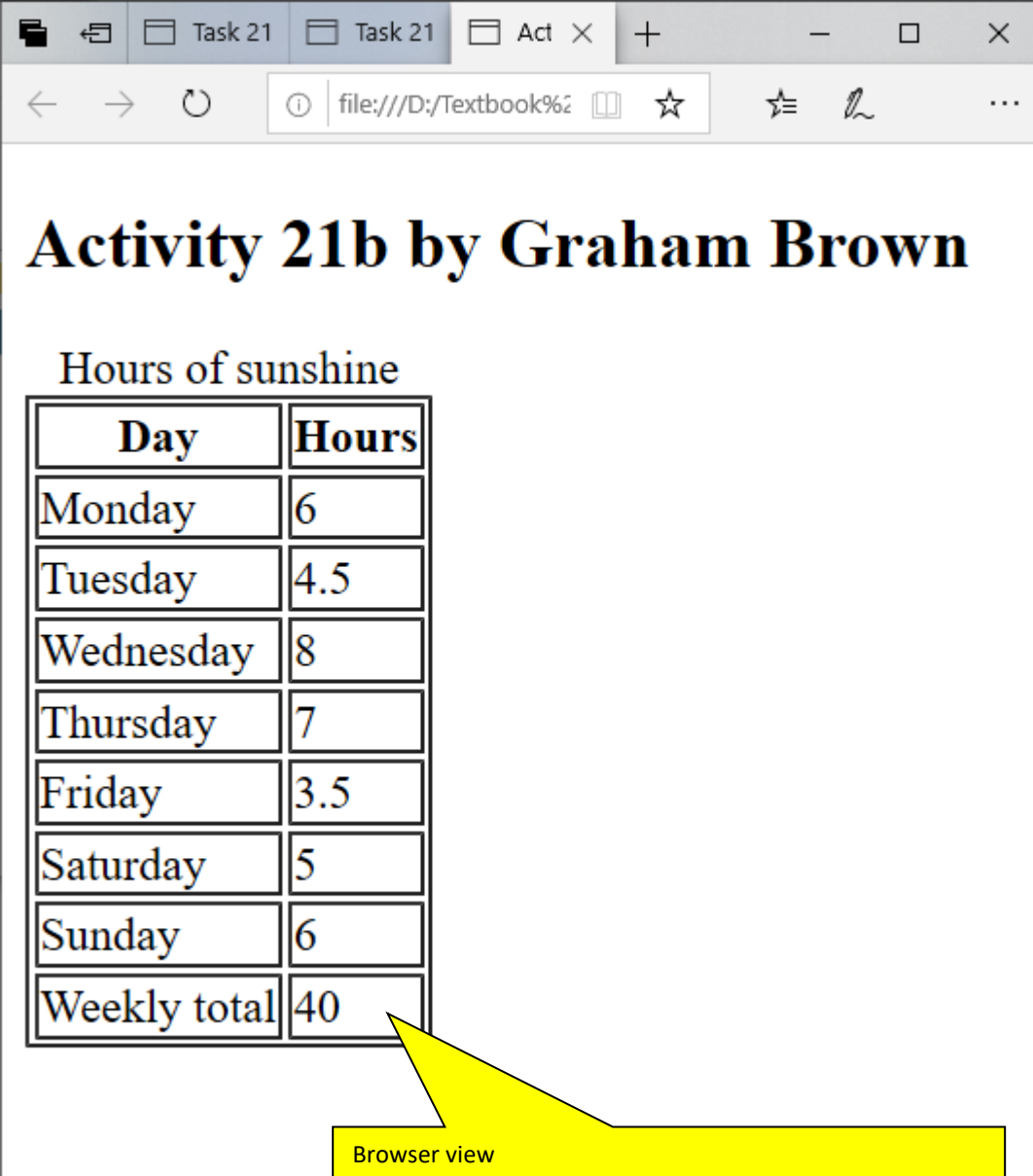
Different styles can be applied to webpages and individual characters can be enhanced with superscript and subscript. Superscript can be used for area or volume, for example: 10 metres² or 500 cm³. Subscript can be used with chemical formulae, for example: the chemical formula for Carbon dioxide is CO₂. Other style elements are set using the styles h1 to h6, paragraph style and list style.

Browser view printout	
Enhancing Text in style h1	1 mark
Superscript on 2 in 10 metres ²	1 mark
Superscript on 3 in 500cm ³	1 mark
Subscript on 2 in CO ₂	1 mark

```
<!DOCTYPE html>
<html>
  <head>
    <title>Activity 21a</title>
  </head>
  <body>
    <p>Superscript and subscript in a web page by
    Graham Brown</p>
    <h1>Enhancing Text</h1>
    <p>Text can be enhanced in many ways, it can be
    made italic, it can be emboldened and it can be
    underlined. Although it is possible to underline this
    text, it is not often used as this is usually used to
    show a Hyperlink. We will study these later when we
    apply CSS styles to our web page.</p>
    <p>Different styles can be applied to webpages
    and individual characters can be enhanced with
    superscript and subscript. Superscript can be used
    for area or volume, for example: 10
    metres<sup>2</sup> or 500 cm<sup>3</sup>. Subscript
    can be used with chemical formulae, for example: the
    chemical formula for Carbon dioxide is
    CO<sub>2</sub>. Other style elements are set using
    the styles h1 to h6, paragraph style and list
    style.</p>
  </body>
</html>
```

Markup printout

Name placed in correct place	1 mark
Style h1 applied to heading rather than h4	1 mark
Superscript on 2 in 10 metres ²	1 mark
Superscript on 3 in 500cm ³	1 mark
Subscript on 2 in CO ₂	1 mark



The screenshot shows a web browser window with the title 'Activity 21b by Graham Brown'. The browser's address bar shows the file path 'file:///D:/Textbook%2'. The main content of the page is a table titled 'Hours of sunshine'. The table has two columns: 'Day' and 'Hours'. The data rows are: Monday (6), Tuesday (4.5), Wednesday (8), Thursday (7), Friday (3.5), Saturday (5), Sunday (6), and a 'Weekly total' row with 40 hours. A yellow callout box points to the 'Weekly total' row, containing a list of criteria and their marks.

Day	Hours
Monday	6
Tuesday	4.5
Wednesday	8
Thursday	7
Friday	3.5
Saturday	5
Sunday	6
Weekly total	40

Browser view

Visible in a web browser	1 mark
Student's name visible on printout	1 mark
9 by 2 table	1 mark
Rows 1 set as heading	1 mark

```

<!DOCTYPE html>
<html>
<!-- Activity 21b - Graham Brown -->
<head>
  <title>Activity 21b</title>
</head>
<body>
  <h2> Activity 21b by Graham Brown </h2>
  <table border="1">
    <caption>Hours of sunshine</caption>
    <thead>
      <tr>
        <th>Day</th>
        <th>Hours</th>
      </tr>
    </thead>
    <tfoot>
      <tr>
        <td>Weekly total</td>
        <td>40</td>
      </tr>
    </tfoot>
    <tbody>
      <tr>
        <td>Monday</td>
        <td>6</td>
      </tr>
      <tr>
        <td>Tuesday</td>
        <td>4.5</td>
      </tr>
      <tr>
        <td>Wednesday</td>
        <td>8</td>
      </tr>
      <tr>
        <td>Thursday</td>
        <td>7</td>
      </tr>
      <tr>
        <td>Friday</td>
        <td>3.5</td>
      </tr>
      <tr>
        <td>Saturday</td>
        <td>5</td>
      </tr>
      <tr>
        <td>Sunday</td>
        <td>6</td>
      </tr>
    </tbody>
  </table>

```

Markup printout
Student's name

1 mark

Table with border attribute 1
Caption – Hours of sunshine

1 mark

1 mark

Table header defined
Day and Hours cells in header

1 mark

1 mark

Table footer defined
Weekly total and 40 in footer

1 mark

1 mark

Table body defined
7 rows in body section (days of week)

1 mark

1 mark

```
</tbody>  
</table>  
</body>  
</html>
```

Activity 21c by Graham Brown

SupaHols visitors 2016

Country	Visitors
Egypt	440
India	2000
Jamaica	140
United Arab Emirates	420
Total visitors	3000

Browser view
Visible in a web browser 1 mark
Student's name visible on printout 1 mark
6 by 2 table 1 mark
Rows 1 set as heading 1 mark

```

<!DOCTYPE html>
<html>
<!-- Activity 21c by your name -->
<head>
  <title>Activity 21c</title>
</head>
<body>
  <h2> Activity 21c by Graham Brown </h2>

```

Markup printout
Student's name

1 mark

```

<table border="1" style="width:70%; margin-left:auto;
margin-right:auto;">

```

Table with border attribute 1 1 mark
Embedded CSS style attribute used 1 mark
Width set to 70% of window 1 mark
Table centre aligned in window 1 mark

```

<caption><b>SupaHols</b> visitors 2016</caption>

```

Caption – SupaHols visitors 2016 1 mark
SupaHols emboldened 1 mark

```

<thead>

```

Table header defined 1 mark
Country & Visitors cells in header 1 mark

Table row height 60px 1 mark

```

<tr style="height:60px">

```

Left column 100px wide (Can be in any left cell) 1 mark

```

  <th style="width:100px">Country</th>
  <th>Visitors</th>
</tr>
</thead>
<tfoot>
<tr>
  <td style="text-align:center">Total visitors</td>
  <td style="text-align:right">3000</td>
</tr>
</tfoot>
<tbody>
<tr>

```

Table footer defined 1 mark
Total visitors and 3000 in footer 1 mark
First footer cell centre aligned 1 mark

Table body defined 1 mark
4 rows in body section 1 mark

```

  <td style="text-align:center">Egypt</td>
  <td style="text-align:right">440</td>
</tr>
<tr>

```

Correct Country names 1 mark
Correct visitor numbers 1 mark
Country names centre aligned 1 mark
Visitor numbers right aligned 1 mark

```

  <td style="text-align:center">India</td>
  <td style="text-align:right">2000</td>
</tr>
<tr>

```

```
<td style="text-align:center">Jamaica</td>
  <td style="text-align:right">140</td>
</tr>
<tr>
  <td style="text-align:center">United Arab
Emirates</td>
  <td style="text-align:right">420</td>
</tr>
</tbody>
</table>
</body>
</html>
```



The screenshot shows a web browser window with a single tab titled 'Acti'. The address bar contains the file path 'file:///D:/Textbook%2'. The main content area displays the title 'Activity 21d by Graham Brown' in a large, bold, black serif font. Below the title is the subtitle 'SupaHols visitors 2016' in a smaller, bold, black serif font. The central element is a table with a thick black border. The table has two columns: 'Country' and 'Visitors'. The rows are: Egypt (440), India (2000), Jamaica (140), United Arab Emirates (420), and Total visitors (3000).

Country	Visitors
Egypt	440
India	2000
Jamaica	140
United Arab Emirates	420
Total visitors	3000

Browser view

Visible in a web browser	1 mark
Student's name visible on printout	1 mark
Single solid gridlines and external border	1 mark

Markup printout
Student's name

1 mark

```
<html>
<!-- Activity 21d by Graham Brown -->
<head>
  <title>Activity 21d</title>
</head>
<body>
  <h2> Activity 21d by Graham Brown </h2>
```

Table with border – collapse: collapse; 1 mark
 Border set to "1" 1 mark
 Border as embedded CSS including colon 1 mark
 set to solid 1 mark
 Space then 6px as values for border property 1 mark

```
<table border="1" style="width:70%; margin-left:auto;
margin-right:auto; border-collapse:collapse; border:solid
6px;" >
  <caption><b>SupaHols</b> visitors 2016</caption>
  <thead>
    <tr style="height:60px">
```

2cells
 <th with attribute style="border: 1 mark
 Border as embedded CSS including colon 1 mark
 set to solid 1 mark
 Space then 4px" 1 mark

```
    <th style="border:solid 4px; width:100px">Country</th>
    <th style="border:solid 4px;">Visitors</th>
  </tr>
</thead>
<tfoot>
  <tr>
    <td style="border:solid 4px; text-align:center">Total
visitors</td>
    <td style="border:solid 4px; text-
align:right">3000</td>
  </tr>
</tfoot>
<tbody>
  <tr>
```

In footer – 2 cells
 <td with attribute style="border: 1 mark
 set to solid 1 mark

In table body -8 cells
 <td with attribute style="border: 1 mark
 set to solid 1 mark
 Space then 2px" 1 mark

```
    <td style="border:solid 2px; text-align:center">Egypt
</td>
    <td style="border:solid 2px; text-align:right">440
</td>
  </tr>
  <tr>
    <td style="border:solid 2px; text-align:center">India
</td>
    <td style="border:solid 2px; text-align:right">2000
```

```
</td>
</tr>
<tr>
  <td style="border:solid 2px; text-align:center">Jamaica
  </td>
  <td style="border:solid 2px; text-align:right">140
  </td>
</tr>
<tr>
  <td style="border:solid 2px; text-align:center">United
Arab Emirates
  </td>
  <td style="border:solid 2px; text-align:right">420
  </td>
</tr>
</tbody>
</table>
</body>
</html>
```

Activity 21e by Graham Brown

Class 11A Exam Results		
Amir	96	Students who have performed extremely well.
Belle	96	
Cai	94	
Denise	92	
Eric	66	Must do better.
Fiona	23	

- Browser view
- Visible in a web browser 1 mark
 - Student's name visible on printout 1 mark
 - Single solid gridlines and external border 1 mark
 - Table border 6px 1 mark
 - Table header border 6px 1 mark
 - All table data borders 3px 1 mark
 - All data entered with 100% accuracy 1 mark
 - Student names left aligned 1 mark
 - Test scores right aligned 1 mark
 - Right column 50% of table width 1 mark
 - Right column centre aligned 1 mark

```
<!DOCTYPE html>
<html>
<!-- Activity 21e by Graham Brown -->
<head>
  <title>Activity 21e</title>
</head>
<body>
  <h2> Activity 21e by Graham Brown </h2>
```

Markup printout
Student's name

1 mark

```
<table border="1" style="width:80%; margin-left:auto;
margin-right:auto; border-collapse:collapse; border:solid
6px;" >
  <thead>
    <tr style="height:60px">
      <th colspan="3" style="border:solid 6px;">Class 11A
Exam Results</th>
    </tr>
  </thead>
  <tbody>
    <tr>
```

Table with border – collapse: collapse; 1 mark
Border="1" 1 mark
Border as embedded CSS including colon 1 mark
set to solid 1 mark
Space then 6px as values for border property 1 mark

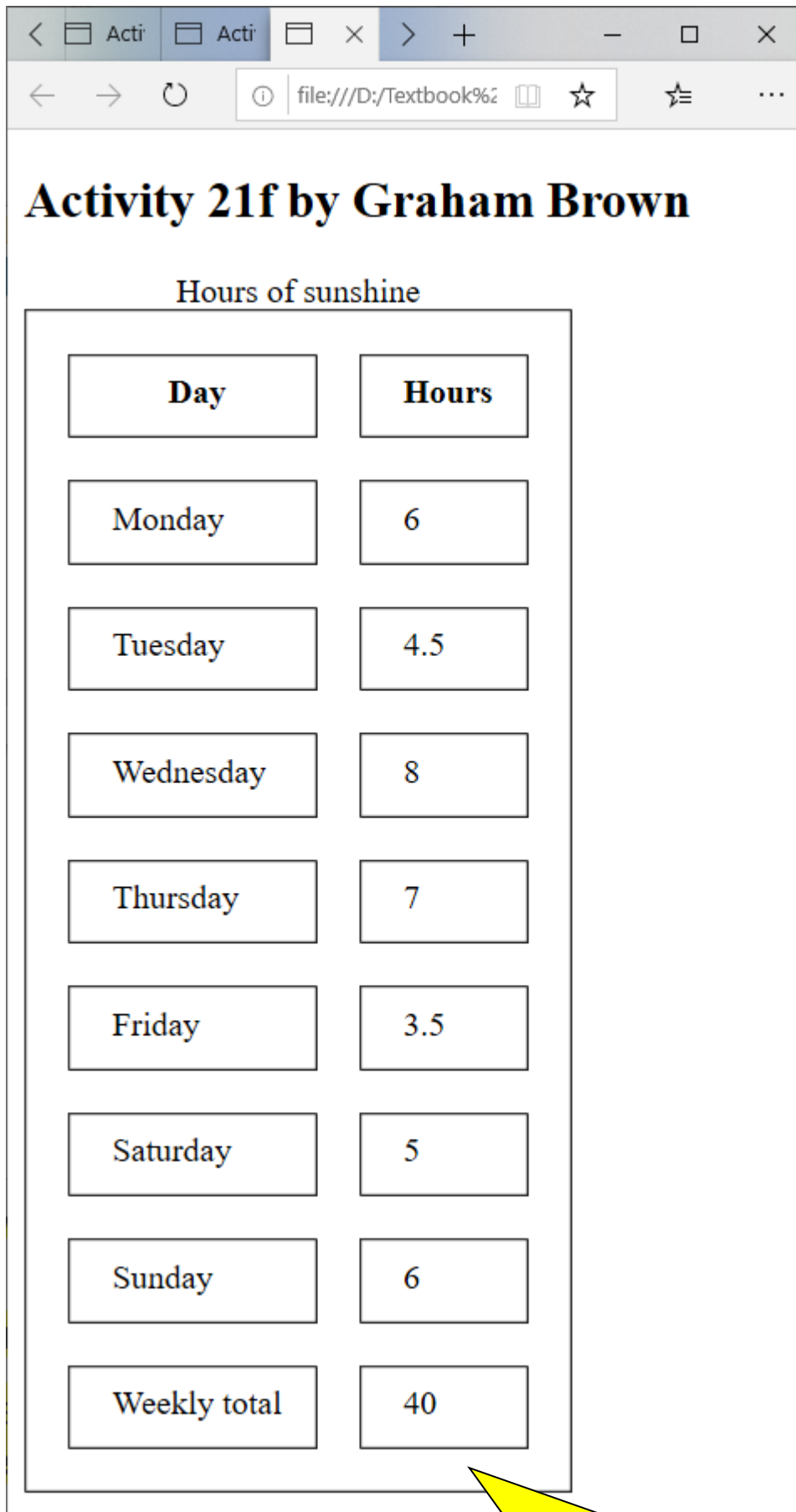
<th with attribute style="border: 1 mark
Border as embedded CSS including colon 1 mark
set to solid 1 mark
Space then 6px" 1 mark

All <td> tags in tbody section 1 mark
with attribute style="border: 1 mark
set to solid 1 mark
Space then 3px" 1 mark

```

      <td style="border:solid 3px; text-align:left">Amir
      </td>
      <td style="border:solid 3px; text-align:right">96</td>
      <td rowspan="4" style="border:solid 3px; text-
align:center; width:50%;"><p>Students who have performed
extremely well.</p></td>
    </tr>
    <tr>
      <td style="border:solid 3px; text-align:left">Belle
      </td>
      <td style="border:solid 3px; text-align:right">96</td>
    </tr>
    <tr>
      <td style="border:solid 3px; text-align:left">Cai</td>
      <td style="border:solid 3px; text-align:right">94</td>
    </tr>
    <tr>
      <td style="border:solid 3px; text-align:left">Denise
      </td>
      <td style="border:solid 3px; text-align:right">92</td>
    </tr>
    <tr>
      <td style="border:solid 3px; text-align:left">Eric
```

```
</td>
  <td style="border:solid 3px; text-align:right">66</td>
  <td rowspan="2" style="border:solid 3px; text-
align:center; width:50%;"><p>Must do better.</p></td>
</tr>
<tr>
  <td style="border:solid 3px; text-align:left">Fiona
</td>
  <td style="border:solid 3px; text-align:right">23</td>
</tr>
</tbody>
</table>
</body>
```



The screenshot shows a web browser window with a single tab titled 'Acti'. The address bar contains the file path 'file:///D:/Textbook%2'. The main content area displays the title 'Activity 21f by Graham Brown' and a sub-heading 'Hours of sunshine'. Below this is a table with two columns: 'Day' and 'Hours'. The table lists the days of the week and their corresponding hours of sunshine, with a 'Weekly total' row at the bottom.

Day	Hours
Monday	6
Tuesday	4.5
Wednesday	8
Thursday	7
Friday	3.5
Saturday	5
Sunday	6
Weekly total	40

Browser view

Visible in a web browser

Student's name visible on printout

1 mark

1 mark

```

<!DOCTYPE html>
<html>
<!-- Activity 21f - Graham Brown -->
<head>
  <title>Activity 21f</title>
</head>
<body>
  <h2> Activity 21f by Graham Brown </h2>

```

Markup printout
Student's name

1 mark

```

<table border="1" style="border-collapse:separate; border-
spacing:20px">

```

```

  <caption>Hours of sunshine</caption>

```

```

  <thead>

```

```

    <tr>

```

Table with border attribute 1

1 mark

Border **NOT** collapsed

1 mark

Border-spacing:20px

1 mark

All <th> and <td> tags

1 mark

Style="padding:

1 mark

8px (top)

1 mark

16px (right)

1 mark

12px (bottom)

1 mark

20px (left)

1 mark

```

      <th style="padding:8px 16px 12px 20px;">Day</th>
      <th style="padding:8px 16px 12px 20px;">Hours</th>
    </tr>
  </thead>
  <tfoot>
    <tr>
      <td style="padding:8px 16px 12px 20px;">Weekly
total</td>
      <td style="padding:8px 16px 12px 20px;">40</td>
    </tr>
  </tfoot>
  <tbody>
    <tr>
      <td style="padding:8px 16px 12px 20px;">Monday</td>
      <td style="padding:8px 16px 12px 20px;">6</td>
    </tr>
    <tr>
      <td style="padding:8px 16px 12px 20px;">Tuesday</td>
      <td style="padding:8px 16px 12px 20px;">4.5</td>
    </tr>
    <tr>
      <td style="padding:8px 16px 12px 20px;">Wednesday</td>
      <td style="padding:8px 16px 12px 20px;">8</td>
    </tr>
    <tr>

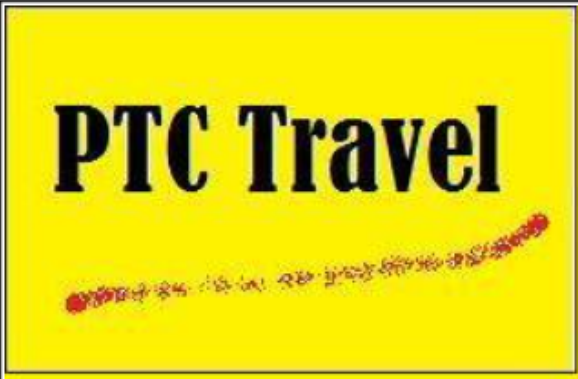
```

```
    <td style="padding:8px 16px 12px 20px;">Thursday</td>
    <td style="padding:8px 16px 12px 20px;">7</td>
</tr>
<tr>
    <td style="padding:8px 16px 12px 20px;">Friday</td>
    <td style="padding:8px 16px 12px 20px;">3.5</td>
</tr>
<tr>
    <td style="padding:8px 16px 12px 20px;">Saturday</td>
    <td style="padding:8px 16px 12px 20px;">5</td>
</tr>
<tr>
    <td style="padding:8px 16px 12px 20px;">Sunday</td>
    <td style="padding:8px 16px 12px 20px;">6</td>
</tr>
</tbody>
</table>
</body>
</html>
```

file:///D:/Textbook%20manuscripts/Hoddt

Activity 21g by Graham Brown

Last week

	Expenses			
	Anne	Dan	Lisa	Udoka
Petrol	\$182.20	\$185.75	\$260.00	\$322.00
Food	\$80.00	\$62.40	\$54.00	\$40.00
Hotel	\$420.00	\$382.10	\$104.50	\$260.00

- Browser view
- Visible in a web browser 1 mark
 - Student's name visible on printout 1 mark
 - 5 by 5 table 1 mark
 - Rows 1 and 2 merged in column 1 1 mark
 - Columns 2-5 merged in row 1 1 mark
 - Column 1 set as headings 1 mark
 - Rows 1 and 2 set as headings 1 mark

```
<!DOCTYPE html>
```

Markup printout
Student's name
1 mark

```
<!-- Activity 21g by Graham Brown -->
```

```
<html>
```

```
<head>
```

```
<title>Activity 21g by Graham Brown</title>
```

```
</head>
```

```
<body>
```

Table with border attribute 1
Border collapsed
Caption – Last week
1 mark
1 mark
1 mark

```
<h2> Activity 21g by Graham Brown </h2>
```

```
<table border="1" style="border-collapse:collapse; border:solid 1px;">
```

```
<caption>Last week</caption>
```

```
<thead>
```

```
<tr>
```

```
<td rowspan="2"></td>
```

Merged cells, - rowspan="2"

Image
Correct file
Appropriate alternative text used
1 mark
1 mark

```
<th colspan="4">Expenses</th>
```

```
</tr>
```

```
<tr>
```

```
<th>Anne</th>
```

```
<th>Dan</th>
```

```
<th>Lisa</th>
```

```
<th>Udoka</th>
```

```
</tr>
```

```
</thead>
```

```
<tbody>
```

```
<tr style="text-align:right;">
```

```
<th>Petrol</th>
```

```
<td>$182.20</td>
```

```
<td>$185.75</td>
```

```
<td>$260.00</td>
```

```
<td>$322.00</td>
```

```
</tr>
```

```
<tr style="text-align:right;">
```

```
<th>Food</th>
```

```
<td>$80.00</td>
```

```
<td>$62.40</td>
```

```
<td>$54.00</td>
```

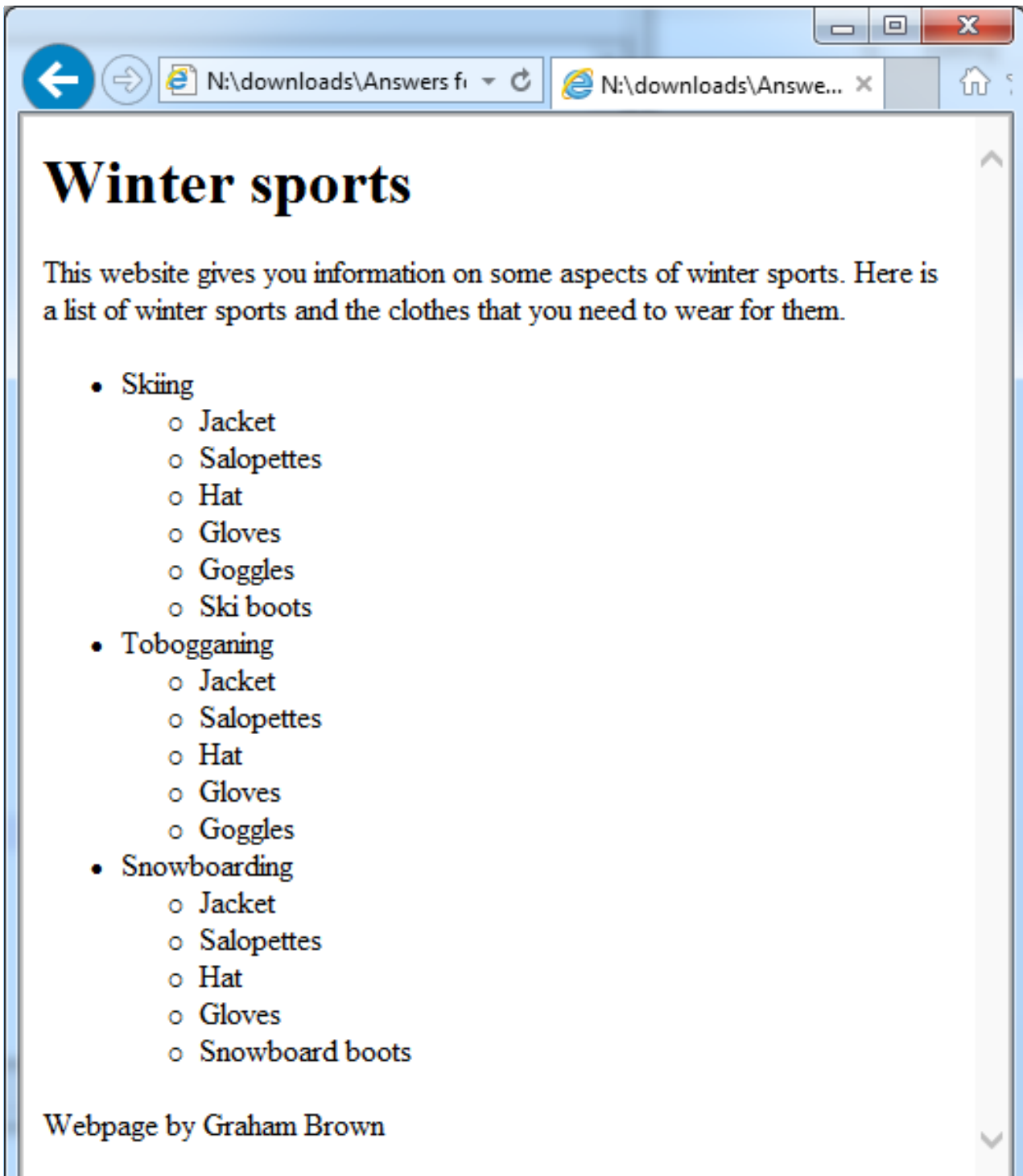
```
<td>$40.00</td>
```

```
</tr>
```

Merged cells, - colspan="4"

```
<tr style="text-align:right;">
  <th>Hotel</th>
  <td>$420.00</td>
  <td>$382.10</td>
  <td>$104.50</td>
  <td>$260.00</td>
</tr>
</tbody>
</table>
</body>
</html>
```

Activity 21h



The screenshot shows a web browser window with the following content:

Winter sports

This website gives you information on some aspects of winter sports. Here is a list of winter sports and the clothes that you need to wear for them.

- Skiing
 - Jacket
 - Salopettes
 - Hat
 - Gloves
 - Goggles
 - Ski boots
- Tobogganing
 - Jacket
 - Salopettes
 - Hat
 - Gloves
 - Goggles
- Snowboarding
 - Jacket
 - Salopettes
 - Hat
 - Gloves
 - Snowboard boots

Webpage by Graham Brown

Browser view printout – Unordered list

Shows nested lists	2 marks
Uses sub-bullets	1 mark
Lists both unordered	2 marks
Student's name present	1 mark
First list contains Skiing, Tobogganing and Snowboarding	1 mark
100% accurate data entry	1 mark
Sub-lists contain any number of relevant items (be generous)	1 mark

Activity 21h

```
<html>
<!-- Activity 21h by Graham Brown -->
  <head>
  </head>
  <body>
    <h1>Winter sports</h1>
    <p>This website gives you information on some aspects of
winter sports. Here

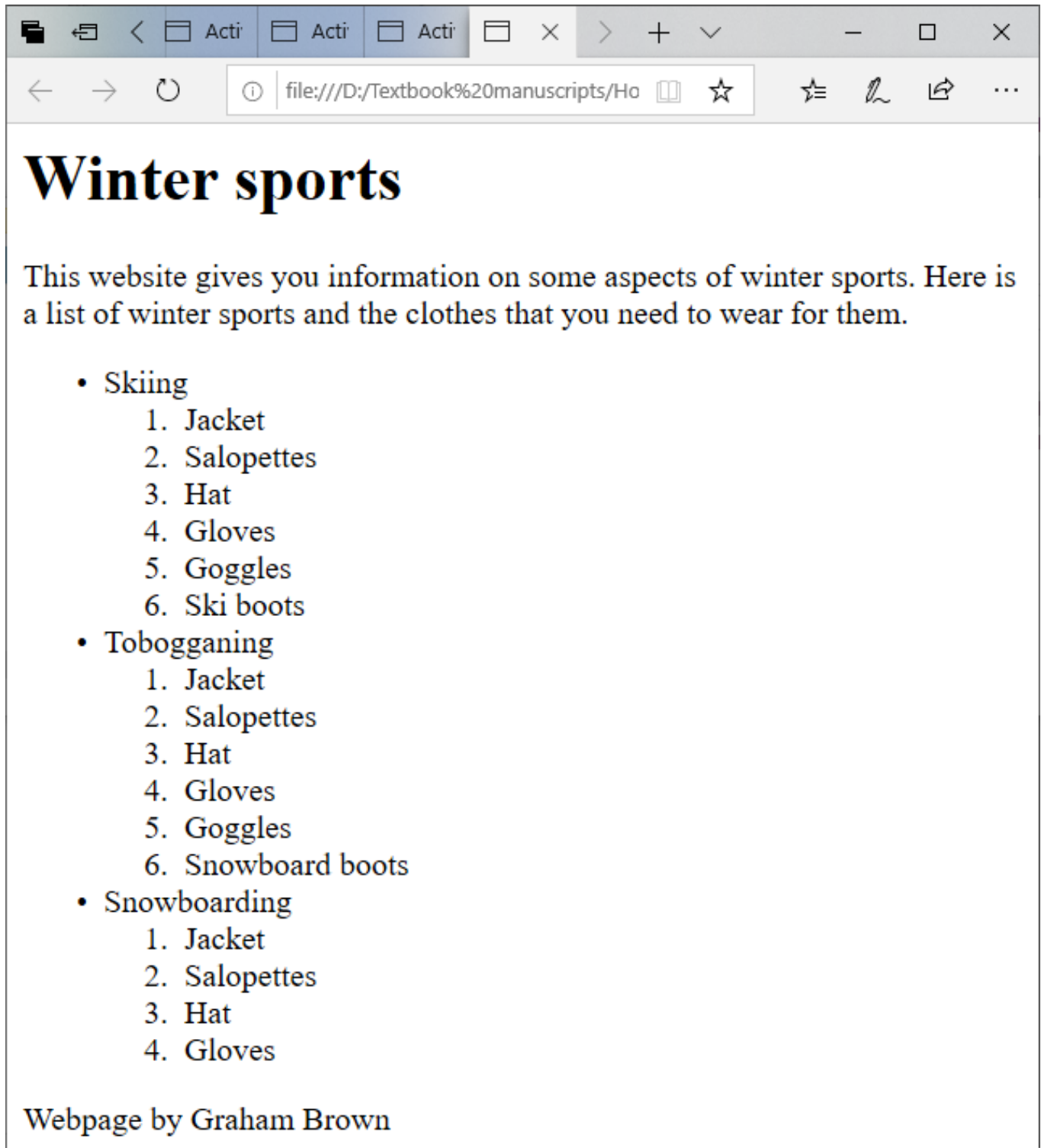
is a list of winter sports and the clothes that you need to
wear for them.</p>
    <ul>
      <li>Skiing</li>
        <ul>
          <li>Jacket</li>
          <li>Salopettes</li>
          <li>Hat</li>
          <li>Gloves</li>
          <li>Goggles</li>
          <li>Ski boots</li>
        </ul>
      <li>Tobogganing</li>
        <ul>
          <li>Jacket</li>
          <li>Salopettes</li>
          <li>Hat</li>
          <li>Gloves</li>
          <li>Goggles</li>
        </ul>
      <li>Snowboarding</li>
        <ul>
          <li>Jacket</li>
          <li>Salopettes</li>
          <li>Hat</li>
          <li>Gloves</li>
          <li>Snowboard boots</li>
        </ul>
    </ul>
    <p> Webpage by Graham Brown</p>
  </body>
</html>
>
```

Markup printout

Use of UL for lists (1 mark per list)

4 marks

Activity 21h



The screenshot shows a web browser window with a single tab titled 'Acti'. The address bar contains the file path 'file:///D:/Textbook%20manuscripts/Ho'. The webpage content is as follows:

Winter sports

This website gives you information on some aspects of winter sports. Here is a list of winter sports and the clothes that you need to wear for them.

- Skiing
 1. Jacket
 2. Salopettes
 3. Hat
 4. Gloves
 5. Goggles
 6. Ski boots
- Tobogganing
 1. Jacket
 2. Salopettes
 3. Hat
 4. Gloves
 5. Goggles
 6. Snowboard boots
- Snowboarding
 1. Jacket
 2. Salopettes
 3. Hat
 4. Gloves

Webpage by Graham Brown

Browser view printout – Unordered list
Sub-lists changed to ordered lists (1 mark / list)

3 marks

Activity 21h

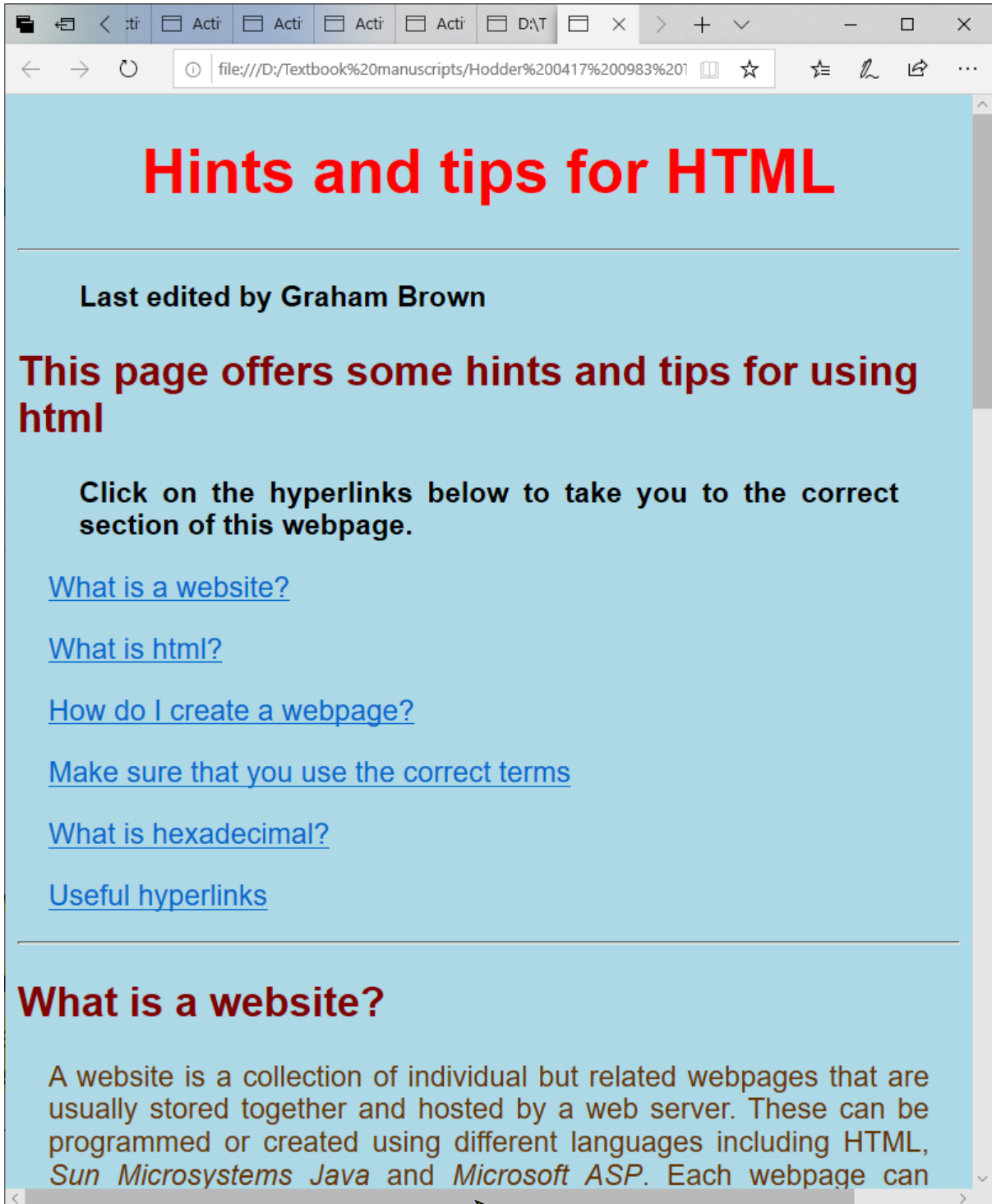
```
<html>
<!-- Activity 21h by Graham Brown -->
  <head>
  </head>
  <body>
    <h1>Winter sports</h1>
    <p>This website gives you information on some aspects of
winter sports. Here
is a list of winter sports and the clothes that you need to
wear for them.</p>
    <ul>
      <li>Skiing</li>
        <ol>
          <li>Jacket</li>
          <li>Salopettes</li>
          <li>Hat</li>
          <li>Gloves</li>
          <li>Goggles</li>
          <li>Ski boots</li>
        </ol>
      <li>Tobogganing</li>
        <ol>
          <li>Jacket</li>
          <li>Salopettes</li>
          <li>Hat</li>
          <li>Gloves</li>
          <li>Goggles</li>
        </ol>
      <li>Snowboarding</li>
        <ol>
          <li>Jacket</li>
          <li>Salopettes</li>
          <li>Hat</li>
          <li>Gloves</li>
          <li>Snowboard boots</li>
        </ol>
    </ul>
    <p> Webpage by Graham Brown</p>
  </body>
</html>
```

Markup printout

Use of OL for sub-lists (1 mark per list)

3 marks

Activity 21i



The screenshot shows a web browser window with a light blue background. The title bar contains several tabs labeled 'Acti' and a file path 'D:\T'. The address bar shows a file path: 'file:///D:/Textbook%20manuscripts/Hodder%200417%200983%201'. The main content area features a large red heading 'Hints and tips for HTML'. Below this, it says 'Last edited by Graham Brown'. A sub-heading reads 'This page offers some hints and tips for using html'. A paragraph instructs the user to click on hyperlinks to reach different sections. Six blue hyperlinks are listed: 'What is a website?', 'What is html?', 'How do I create a webpage?', 'Make sure that you use the correct terms', 'What is hexadecimal?', and 'Useful hyperlinks'. A second heading 'What is a website?' is followed by a paragraph defining a website and mentioning 'Sun Microsystems Java' and 'Microsoft ASP'.

Hints and tips for HTML

Last edited by Graham Brown

This page offers some hints and tips for using html

Click on the hyperlinks below to take you to the correct section of this webpage.

- [What is a website?](#)
- [What is html?](#)
- [How do I create a webpage?](#)
- [Make sure that you use the correct terms](#)
- [What is hexadecimal?](#)
- [Useful hyperlinks](#)

What is a website?

A website is a collection of individual but related webpages that are usually stored together and hosted by a web server. These can be programmed or created using different languages including HTML, *Sun Microsystems Java* and *Microsoft ASP*. Each webpage can

Browser view

Visible in a web browser	1 mark
Student's name visible on printout	1 mark
Evidence that all 6 hyperlinks visible on page	1 mark

Activity 21i

Markup printout

YOUR NAME replaced by student's name

1 mark

```
<!DOCTYPE html>
<html>
<!-- Activity 21i by Graham Brown -->
<head>
  <title>Activity 21i</title>
  <style>
    h1      { color: #FF0000;
              font-family: Arial,Helvetica,sans-serif;
              font-size: 30pt;
              text-align: center }

    h2      { color: #800000;
              font-family: Arial,Helvetica,sans-serif;
              font-size: 20pt;
              text-align: left }

    h3      { color: #000000;
              font-family: Arial,Helvetica,sans-serif;
              font-size: 14pt;
              text-align: justify;
              margin-left: 40px;
              margin-right: 40px }

    p       { color: #663300;
              font-family: Arial,Helvetica,sans-serif;
              font-size: 14pt;
              text-align: justify;
              margin-left: 20px;
              margin-right: 20px }

    body    { background-color: #ADD8E6 }
  </style>
</head>
<body>
  <div id="top"></div>

  <h1>Hints and tips for HTML</h1><hr>
  <h3>Last edited by Graham Brown </h3>
  <h2>This page offers some hints and tips for using html</h2>
  <h3>Click on the hyperlinks below to take you to the correct
section of this webpage.</h3>
  <p><a href="#website">What is a website?</a></p>
  <p><a href="#html">What is html?</a></p>
  <p><a href="#create">How do I create a webpage?</a></p>
  <p><a href="#terms">Make sure that you use the correct
terms</a></p>
  <p><a href="#hex">What is hexadecimal?</a></p>
  <p><a href="#links">Useful hyperlinks</a></p>
</hr>
```

Div correct name and position

1 mark

YOUR NAME replaced by student's name

1 mark

For all six references correct hyperlink references

(Names of references will vary from these examples)

(Check they match the anchor names)

6 marks

End anchor in correct place so all text is the hyperlink

6 marks

Activity 21i

<h2><div id="website"></div>What is a website?</h2>

<p>A website is a collection of individual but related webpages that are usually stored together. They can be programmed or created using HTML, <i>Sun Microsystems Java</i> and <i>Microsoft ASP</i>. Each webpage can include a variety of different objects such as text, sound, as well as still and moving images. You are going to develop your webpages in HTML.</p>

Div name in correct place

1 mark

Appropriate div name

1 mark

<hr>

<h2><div id="html"></div>What is html?</h2>

<p>HTML is an abbreviation for HyperText Markup Language. It is a text based language used to

Div name in correct place

1 mark

Appropriate div name

1 mark

ed within an intranet or the Internet. It is used to create webpages in HTML using a simple text editor or a web design package such as <i>Macromedia Dreamweaver</i> or

<i>Microsoft FrontPage</i>. Files are written in text format and are usually saved with an .htm file extension. These are file formats that are recognised as webpages by web browsers like <i>Internet Explorer</i> or <i>Mozilla Firefox</i>. You are going to develop your webpages using a simple text editor.</p>

<hr>

<h2><div id="create"></div>How do I create a webpage?</h2>

<p>There are two ways of creating a webpage using html. The first method involves creating the markup language in a text editor, which is the method used in this textbook. The second method

Div name in correct place

1 mark

Appropriate div name

1 mark

uses a web design package. In this type of package an editor is used to create the webpage. You do not usually see the html code, but the actions that you take within the package create the html markup for you. Although these packages appear to be easier to use, they do not give you an understanding of the markup that they create. The markup is often inefficient, having extra tags that are not really required for the task that you are completing. The code created by some WYSIWYG packages is not strict html and would not validate to w3 standards, so may not work in all browsers. We would recommend that you create your webpages using a text editor to start with, then if you wish use a WYSIWYG package, but use the underlying skills to go in and edit the markup as required.</p>

<hr>

<h2><div id="terms"></div>Make sure that you use the correct terms</h2>

<p>Over the last few years, as the practical examinations

Div name in correct place

1 mark

Appropriate div name

1 mark

end to test your knowledge and understanding, you are asked to use the correct terms to describe what you have done/would do in certain circumstances. Make sure that you call the language html a markup language and not code or a programming language and use the term tags correctly. It is possible that examiners may ask you to describe how mixed colours are created using hex codes, or how cell spacing and cell padding work in a table. As you read the book and work through each section try to make sure that you understand the key words. In the book many of these are highlighted in red as they also appear in the glossary, along with an explanation of what they mean.</p>

<hr>

Activity 21i

```
<h2><div id="hex"></div>What is hexadecimal?</h2>
```

```
<p>Hexadecimal, or hex for short is a counting system that is based upon sixteen. This means that numbers are counted in
```

Div name in correct place

1 mark

Appropriate div name

1 mark

```
used in the decimal system.
```

```
different characters for each number
```

```
we use letters and numbers like this.</p>
```

```
<p>
```

```
<table border="1" style="padding:2;spacing:2">
```

```
<tr>
```

```
<td>Decimal</td>
```

```
<td>1</td>
```

```
<td>2</td>
```

```
<td>3</td>
```

```
<td>4</td>
```

```
<td>5</td>
```

```
<td>6</td>
```

```
<td>7</td>
```

```
<td>8</td>
```

```
<td>9</td>
```

```
<td>10</td>
```

```
<td>11</td>
```

```
<td>12</td>
```

```
<td>13</td>
```

```
<td>14</td>
```

```
<td>15</td>
```

```
<td>16</td>
```

```
<td>17</td>
```

```
<td>18</td>
```

```
<td>19</td>
```

```
<td>20</td>
```

```
<td>21</td>
```

```
<td>22</td>
```

```
<td>23</td>
```

```
<td>24</td>
```

```
<td>25</td>
```

```
<td>26</td>
```

```
<td>27</td>
```

```
<td>28</td>
```

```
</tr>
```

```
<tr>
```

```
<td>Decimal</td>
```

```
<td>1</td>
```

```
<td>2</td>
```

```
<td>3</td>
```

```
<td>4</td>
```

```
<td>5</td>
```

```
<td>6</td>
```

```
<td>7</td>
```

```
<td>8</td>
```

```
<td>9</td>
```

```
<td>A</td>
```

```
<td>B</td>
```

```
<td>C</td>
```

```
<td>D</td>
```

```
<td>E</td>
```

```
<td>F</td>
```

Activity 21i

```
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>1A</td>
<td>1B</td>
<td>1C</td>
</tr>
</table>
<p>... and so on. This counting system continues like
this...</p>
<br>
<table border="1" style="padding:2;spacing:2">
  <tr>
    <td>Decimal</td>
    <td>152</td>
    <td>153</td>
    <td>154</td>
    <td>155</td>
    <td>156</td>
    <td>157</td>
    <td>158</td>
    <td>159</td>
    <td>160</td>
    <td>161</td>
    <td>162</td>
    <td>163</td>
    <td>164</td>
    <td>165</td>
    <td>166</td>
    <td>167</td>
    <td>168</td>
    <td>170</td>
    <td>171</td>
    <td>172</td>
    <td>173</td>
  </tr>
  <tr>
    <td>Decimal</td>
    <td>98</td>
    <td>99</td>
    <td>9A</td>
    <td>9B</td>
    <td>9C</td>
    <td>9D</td>
    <td>9E</td>
    <td>9F</td>
    <td>A0</td>
    <td>A1</td>
    <td>A2</td>
```

Activity 21i

```
<td>A3</td>
<td>A4</td>
<td>A5</td>
<td>A6</td>
<td>A7</td>
<td>A8</td>
<td>A9</td>
<td>AA</td>
<td>AB</td>
<td>AC</td>
</tr>
</table>
<p>The largest number that can be stored in a single byte of
information is the decimal number 255 which is FF in
hexadecimal.</p>
<hr>
<h2><div id="links"></div> Useful hyperlinks</h2>
<p>There are other places that can be used to gain valuable
information that may help. These include the <a
href="http:\\www.hoddereducation.co.uk">Hodder Education</a> website
and the <a href="http:\\www.w3.org">W3C</a> website.</p>
<p>Back to the <a href="#top">top</a></p>
</body>
</html>
```

External hyperlink address correct	3 marks
1 st anchor around the text 'Hodder Education'	1 mark
2 nd anchor around the text 'W3C'	1 mark

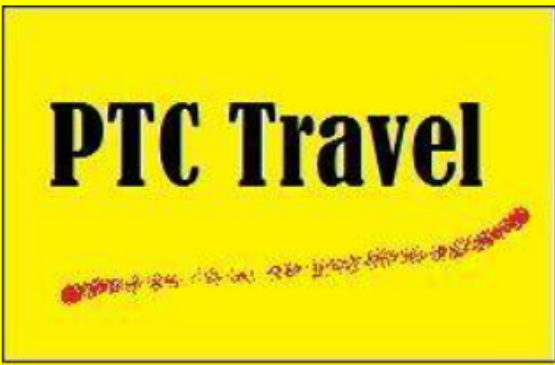
Activity 21j

Activity 21i Activity 21j by Graha ×

file:///D:/Textbook%20manuscripts/Hodder%20Education%20Australia%20Textbook%20Manuscripts/Activity%2021j%20by%20Graham%20Brown%202018%202019%202020%202021%202022%202023%202024%202025%202026%202027%202028%202029%202030%202031%202032%202033%202034%202035%202036%202037%202038%202039%202040%202041%202042%202043%202044%202045%202046%202047%202048%202049%202050%202051%202052%202053%202054%202055%202056%202057%202058%202059%202060%202061%202062%202063%202064%202065%202066%202067%202068%202069%202070%202071%202072%202073%202074%202075%202076%202077%202078%202079%202080%202081%202082%202083%202084%202085%202086%202087%202088%202089%202090%202091%202092%202093%202094%202095%202096%202097%202098%202099%202100%202101%202102%202103%202104%202105%202106%202107%202108%202109%202110%202111%202112%202113%202114%202115%202116%202117%202118%202119%202120%202121%202122%202123%202124%202125%202126%202127%202128%202129%202130%202131%202132%202133%202134%202135%202136%202137%202138%202139%202140%202141%202142%202143%202144%202145%202146%202147%202148%202149%202150%202151%202152%202153%202154%202155%202156%202157%202158%202159%202160%202161%202162%202163%202164%202165%202166%202167%202168%202169%202170%202171%202172%202173%202174%202175%202176%202177%202178%202179%202180%202181%202182%202183%202184%202185%202186%202187%202188%202189%202190%202191%202192%202193%202194%202195%202196%202197%202198%202199%202200%202201%202202%202203%202204%202205%202206%202207%202208%202209%202210%202211%202212%202213%202214%202215%202216%202217%202218%202219%202220%202221%202222%202223%202224%202225%202226%202227%202228%202229%202230%202231%202232%202233%202234%202235%202236%202237%202238%202239%202240%202241%202242%202243%202244%202245%202246%202247%202248%202249%202250%202251%202252%202253%202254%202255%202256%202257%202258%202259%202260%202261%202262%202263%202264%202265%202266%202267%202268%202269%202270%202271%202272%202273%202274%202275%202276%202277%202278%202279%202280%202281%202282%202283%202284%202285%202286%202287%202288%202289%202290%202291%202292%202293%202294%202295%202296%202297%202298%202299%202300%202301%202302%202303%202304%202305%202306%202307%202308%202309%202310%202311%202312%202313%202314%202315%202316%202317%202318%202319%202320%202321%202322%202323%202324%202325%202326%202327%202328%202329%202330%202331%202332%202333%202334%202335%202336%202337%202338%202339%202340%202341%202342%202343%202344%202345%202346%202347%202348%202349%202350%202351%202352%202353%202354%202355%202356%202357%202358%202359%202360%202361%202362%202363%202364%202365%202366%202367%202368%202369%202370%202371%202372%202373%202374%202375%202376%202377%202378%202379%202380%202381%202382%202383%202384%202385%202386%202387%202388%202389%202390%202391%202392%202393%202394%202395%202396%202397%202398%202399%202400%202401%202402%202403%202404%202405%202406%202407%202408%202409%202410%202411%202412%202413%202414%202415%202416%202417%202418%202419%202420%202421%202422%202423%202424%202425%202426%202427%202428%202429%202430%202431%202432%202433%202434%202435%202436%202437%202438%202439%202440%202441%202442%202443%202444%202445%202446%202447%202448%202449%202450%202451%202452%202453%202454%202455%202456%202457%202458%202459%202460%202461%202462%202463%202464%202465%202466%202467%202468%202469%202470%202471%202472%202473%202474%202475%202476%202477%202478%202479%202480%202481%202482%202483%202484%202485%202486%202487%202488%202489%202490%202491%202492%202493%202494%202495%202496%202497%202498%202499%202500%202501%202502%202503%202504%202505%202506%202507%202508%202509%202510%202511%202512%202513%202514%202515%202516%202517%202518%202519%202520%202521%202522%202523%202524%202525%202526%202527%202528%202529%202530%202531%202532%202533%202534%202535%202536%202537%202538%202539%202540%202541%202542%202543%202544%202545%202546%202547%202548%202549%202550%202551%202552%202553%202554%202555%202556%202557%202558%202559%202560%202561%202562%202563%202564%202565%202566%202567%202568%202569%202570%202571%202572%202573%202574%202575%202576%202577%202578%202579%202580%202581%202582%202583%202584%202585%202586%202587%202588%202589%202590%202591%202592%202593%202594%202595%202596%202597%202598%202599%202600%202601%202602%202603%202604%202605%202606%202607%202608%202609%202610%202611%202612%202613%202614%202615%202616%202617%202618%202619%202620%202621%202622%202623%202624%202625%202626%202627%202628%202629%202630%202631%202632%202633%202634%202635%202636%202637%202638%202639%202640%202641%202642%202643%202644%202645%202646%202647%202648%202649%202650%202651%202652%202653%202654%202655%202656%202657%202658%202659%202660%202661%202662%202663%202664%202665%202666%202667%202668%202669%202670%202671%202672%202673%202674%202675%202676%202677%202678%202679%202680%202681%202682%202683%202684%202685%202686%202687%202688%202689%202690%202691%202692%202693%202694%202695%202696%202697%202698%202699%202700%202701%202702%202703%202704%202705%202706%202707%202708%202709%202710%202711%202712%202713%202714%202715%202716%202717%202718%202719%202720%202721%202722%202723%202724%202725%202726%202727%202728%202729%202730%202731%202732%202733%202734%202735%202736%202737%202738%202739%202740%202741%202742%202743%202744%202745%202746%202747%202748%202749%202750%202751%202752%202753%202754%202755%202756%202757%202758%202759%202760%202761%202762%202763%202764%202765%202766%202767%202768%202769%202770%202771%202772%202773%202774%202775%202776%202777%202778%202779%202780%202781%202782%202783%202784%202785%202786%202787%202788%202789%202790%202791%202792%202793%202794%202795%202796%202797%202798%202799%202800%202801%202802%202803%202804%202805%202806%202807%202808%202809%202810%202811%202812%202813%202814%202815%202816%202817%202818%202819%202820%202821%202822%202823%202824%202825%202826%202827%202828%202829%202830%202831%202832%202833%202834%202835%202836%202837%202838%202839%202840%202841%202842%202843%202844%202845%202846%202847%202848%202849%202850%202851%202852%202853%202854%202855%202856%202857%202858%202859%202860%202861%202862%202863%202864%202865%202866%202867%202868%202869%202870%202871%202872%202873%202874%202875%202876%202877%202878%202879%202880%202881%202882%202883%202884%202885%202886%202887%202888%202889%202890%202891%202892%202893%202894%202895%202896%202897%202898%202899%202900%202901%202902%202903%202904%202905%202906%202907%202908%202909%202910%202911%202912%202913%202914%202915%202916%202917%202918%202919%202920%202921%202922%202923%202924%202925%202926%202927%202928%202929%202930%202931%202932%202933%202934%202935%202936%202937%202938%202939%202940%202941%202942%202943%202944%202945%202946%202947%202948%202949%202950%202951%202952%202953%202954%202955%202956%202957%202958%202959%202960%202961%202962%202963%202964%202965%202966%202967%202968%202969%202970%202971%202972%202973%202974%202975%202976%202977%202978%202979%202980%202981%202982%202983%202984%202985%202986%202987%202988%202989%202990%202991%202992%202993%202994%202995%202996%202997%202998%202999%3000

Activity 21j by Graham Brown

Last week

	Expenses			
	Anne	Dan	Lisa	Udoka
Petrol	\$182.20	\$185.75	\$260.00	\$322.00
Food	\$80.00	\$62.40	\$54.00	\$40.00
Hotel	\$420.00	\$382.10	\$104.50	\$260.00

Browser view

- Visible in a web browser 1 mark
- Student's name visible on printout 1 mark
- Yellow background 1 mark
- Thick outside border 1 mark
- Image shows as hyperlink 1 mark

Activity 21j

Markup printout	1 mark
YOUR NAME replaced by student's name	1 mark

```
<!DOCTYPE html>
<!-- Activity 21j by Graham Brown -->
<html>
  <head>
    <title>Activity 21j by Graham Brown</title>
```

Metadata	
meta tag used for all 4	1 mark
... charset	1 mark
Correct text "ISO-8859-1"	1 mark
name = "author"	1 mark
content = authors name	1 mark
name = "keywords"	1 mark
content = all 3 text items	1 mark
... separated with commas	1 mark
name = "viewport"	1 mark
content = "width=device-width	1 mark
, initial-scale=	1 mark
2.0"	1 mark

```
<meta charset="ISO-8859-1">
<meta name="author" content="Graham Brown">
<meta name="keywords" content="PTC, travel, expenses">
<meta name="viewport" content="width=device-width, initial-
scale=2.0">
```

Base tag ...	1 mark
... Target attribute ...	1 mark
... = "_self"	1 mark

```
<base target="_self">
</head>
<body>
<h2> Activity 21j by Graham Brown </h2>
```

table styles defined	
style attribute to embed CSS	1 mark
background-color:#FFFF00	1 mark
border-collapse:collapse;	1 mark
border for table 4px	1 mark

```
<table border="1" style="background-color:#FFFF00; border-
collapse:collapse; border: solid 4px">
  <caption>Last week</caption>
  <thead>
    <tr>
```

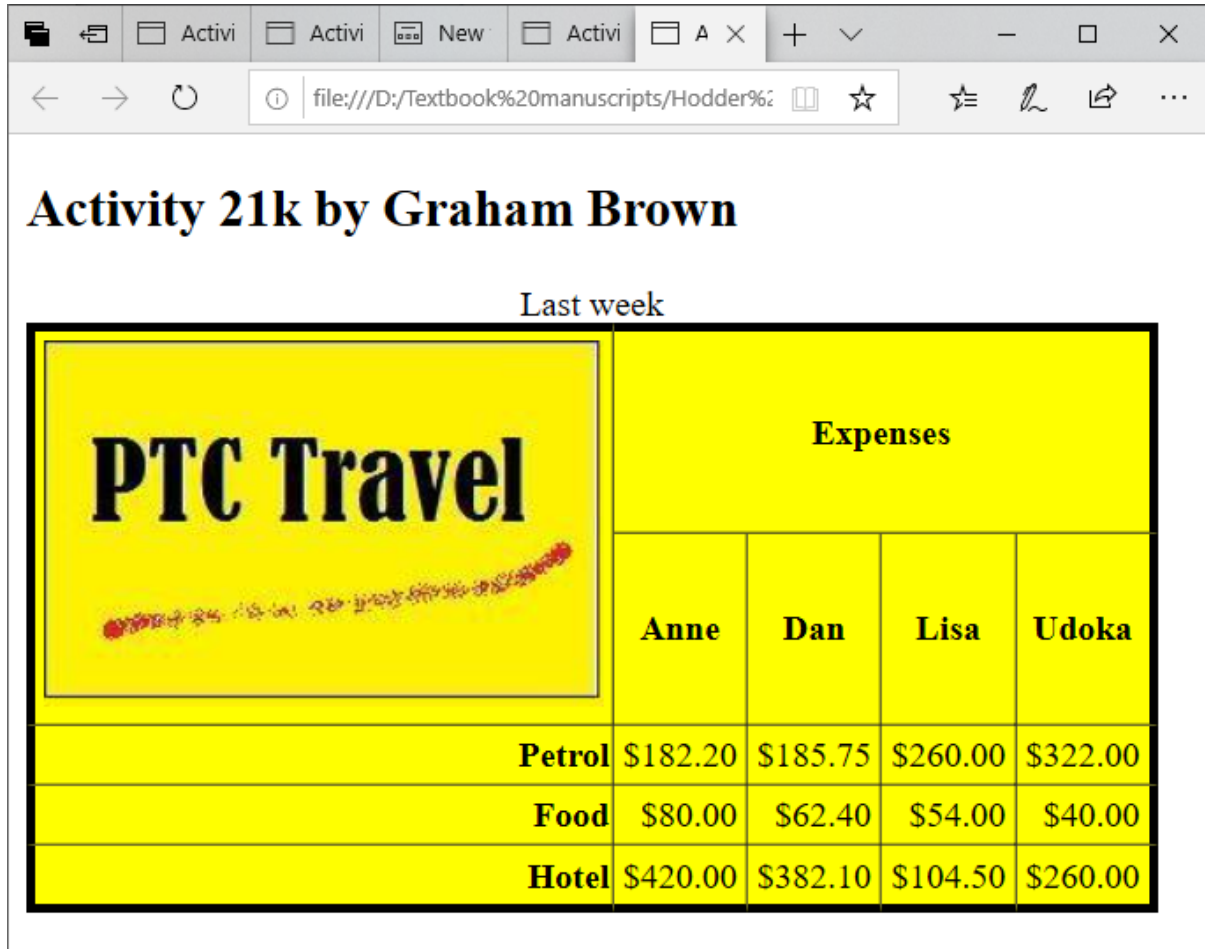
Anchor surrounds <a> image tag 	1 mark
href="mailto:	1 mark
correct email address	1 mark
?subject= Expenses	1 mark
&	1 mark
body=	1 mark
correct text with %20 in place of spaces"	1 mark

```
<td rowspan="2"><a
href="mailto:ptc_travel@outlook.com?subject=Expenses&amp;body=Please
%20send%20me%20updated%20expenses%20details.">
  </a></td>
```

Activity 21j

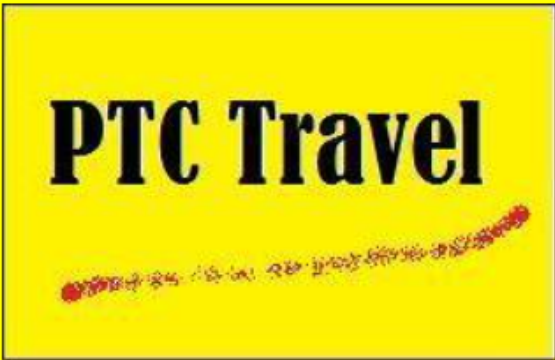
```
<th colspan="4">Expenses</th>
</tr>
<tr>
  <th>Anne</th>
  <th>Dan</th>
  <th>Lisa</th>
  <th>Udoka</th>
</tr>
</thead>
<tbody>
  <tr style="text-align:right;">
    <th>Petrol</th>
    <td>$182.20</td>
    <td>$185.75</td>
    <td>$260.00</td>
    <td>$322.00</td>
  </tr>
  <tr style="text-align:right;">
    <th>Food</th>
    <td>$80.00</td>
    <td>$62.40</td>
    <td>$54.00</td>
    <td>$40.00</td>
  </tr>
  <tr style="text-align:right;">
    <th>Hotel</th>
    <td>$420.00</td>
    <td>$382.10</td>
    <td>$104.50</td>
    <td>$260.00</td>
  </tr>
</tbody>
</table>
</body>
</html>
```

Activity 21k



Activity 21k by Graham Brown

Last week

	Expenses			
	Anne	Dan	Lisa	Udoka
Petrol	\$182.20	\$185.75	\$260.00	\$322.00
Food	\$80.00	\$62.40	\$54.00	\$40.00
Hotel	\$420.00	\$382.10	\$104.50	\$260.00

Browser view

- Visible in a web browser 1 mark
- Student's name visible on printout 1 mark
- Thick outside border 1 mark
- Yellow background colour to table 1 mark

Activity 21k

Markup printout	1 mark
All 3 references to 21j changed to 21k	1 mark
Name present	1 mark

```
<!DOCTYPE html>
<!-- Activity 21k by Graham Brown -->
<html>
  <head>
    <title>Activity 21k by Graham Brown</title>
    <link rel="stylesheet" type="text/css" href="21kstyles.css">
  </head>
  <body>
    <h2> Activity 21k by Graham Brown </h2>
    <table border="1">
      <caption>Last week</caption>
      <thead>
        <tr>
          <td rowspan="2"><a
href="mailto:ptc_travel@outlook.com?subject=Expenses&amp;body=Please
%20send%20me%20updated%20expenses%20details.">
          </a></td>
          <th colspan="4">Expenses</th>
        </tr>
        <tr>
          <th>Anne</th>
          <th>Dan</th>
          <th>Lisa</th>
          <th>Udoka</th>
        </tr>
      </thead>
      <tbody>
        <tr style="text-align:right;">
          <th>Petrol</th>
          <td>$182.20</td>
          <td>$185.75</td>
          <td>$260.00</td>
          <td>$322.00</td>
        </tr>
        <tr style="text-align:right;">
          <th>Food</th>
          <td>$80.00</td>
          <td>$62.40</td>
          <td>$54.00</td>
          <td>$40.00</td>
        </tr>
        <tr style="text-align:right;">
          <th>Hotel</th>
          <td>$420.00</td>
          <td>$382.10</td>
          <td>$104.50</td>
          <td>$260.00</td>
        </tr>
      </tbody>
    </table>
  </body>
</html>
```

Head section	
Stylesheet attached	1 mark
...replacing previously defined <style></style>	1 mark
Correct filename and extension	1 mark
With relative file path	1 mark

Activity 21k

```
    </tbody>  
  </table>  
</body>  
</html>
```

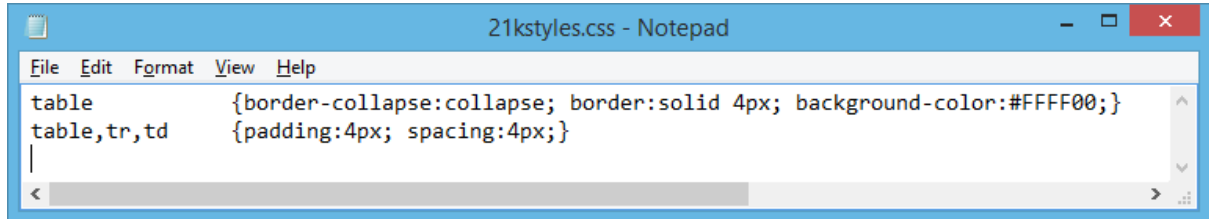
Activity 21k

Css screenshot/printout	1 mark
Correct css present	1 mark
In curly brackets	1 mark

```
table          {border-collapse:collapse; border:solid 4px;
                background-color:#FFFF00;}

table,tr,td    {padding:4px; spacing:4px;}
```

or



The screenshot shows a Notepad window titled '21kstyles.css - Notepad'. The window contains the following CSS code:

```
File Edit Format View Help
table          {border-collapse:collapse; border:solid 4px; background-color:#FFFF00;}
table,tr,td    {padding:4px; spacing:4px;}
|
```

Activity 211

```
mystyle2.css - Notepad
File Edit Format View Help
h1 {font-family: Helvetica, "Arial Narrow", sans-serif;
    font-size:24pt;
    text-align:center;
    font-style:italic}

h2 {font-family: "Courier Narrow", Courier, monospace;
    font-size:16pt;
    text-align:right;
    font-weight:bold}

h3 {font-family: "Courier Narrow", Courier, monospace;
    text-decoration:underline;
    font-size:16pt;
    text-align:left}

p {font-family:serif;
    font-size:14pt;
    text-align:left}

/*by Graham Brown*/
Ln 9, Col 20 100% (CRLF) UTF-8
```

Cascading stylesheet printout	
h1	
Helvetica, or Arial narrow, or sans-serif	3 marks
Arial narrow has speech marks	1 mark
24 point	1 mark
Centre aligned	1 mark
Italic	1 mark
h2	
Courier narrow or Courier, or proportional	3 marks
Courier narrow has speech marks	1 mark
16 point	1 mark
Right aligned	1 mark
Bold	1 mark
h3	
Courier narrow or Courier, or proportional	3 marks
Courier narrow has speech marks	1 mark
16 point	1 mark
Left aligned	1 mark
Underlined	1 mark
p	
Serif font	1 mark
14 point	1 mark
Left aligned	1 mark
Your name as a comment	1 mark

Activity 21L

```
<html>
  <head>
    <title>Activity 21L</title>
    <link rel="stylesheet" type="text/css" href="mystyle2.css">
  </head>
  <body>
    <h1>Activity 21L</h1>
    <h4>by Graham Brown</h4>
    <h1>If you have attached the stylesheet correctly, this text
will have a sans-serif, 24 point, centre aligned, italic font.</h1>
    <h2>If you have attached the stylesheet correctly, this text
will be a proportionally spaced, 16 point, right aligned, bold
font.</h2>
    <h3>If you have attached the stylesheet correctly, this text
will be a proportionally spaced, 16 point, left aligned, underlined
font.</h3>
    <p>If you have attached the stylesheet correctly, this text will
have a serif, 14 point, left aligned font.</p>
  </body>
</html>
```

Markup printout
Stylesheet correctly attached 2 marks
With relative file path 1 mark

Browser view printout
Shows all correct styles 4 marks
(1 mark for each correct style)
Student name in correct place & style 1 mark
Printed from browser 1 mark

Activity 21L

by **Graham Brown**

If you have attached the stylesheet correctly, this text will have a sans-serif, 24 point, centre aligned, italic font.

If you have attached the stylesheet correctly, this text will be a proportionally spaced, 16 point, right aligned, bold font.

If you have attached the stylesheet correctly, this text will be a proportionally spaced, 16 point, left aligned, underlined font.

If you have attached the stylesheet correctly, this text will have a serif, 14 point, left aligned font.

Activity 21m

```
mystyle2.css - Notepad
File Edit Format View Help
h1 { font-family: "Helvetica","Arial Narrow", sans-serif;
font-size: 24pt;
text-align: center;
font-style: italic;
color:#0000FF;}
h2 { font-family: "Courier Narrow",Courier, monospace;
font-size: 16pt;
text-align: right;
font-weight: bold;
color:#FF4500;}
h3 { font-family: "Courier Narrow",Courier, monospace;
text-decoration: underline;
font-size: 16pt;
text-align: left;
color:#483D8B;}
h4 { color:8B008B;}
p { font-family: serif;
font-size: 14pt;
text-align: left;
color:#800000;}
/* by Graham Brown */
```

Cascading stylesheet printout

h1	color:#0000FF	1 mark
h2	color:#FF4500	1 mark
h3	color:#483D8B	1 mark
h4	color:8B008B	1 mark
p	color:#800000	1 mark
Your name as a comment		1 mark

Activity 21m

Activity 21m

by Graham Brown

If you have attached the stylesheet correctly, this text will have a sans-serif, 24 point, centre aligned, italic font.

If you have attached the stylesheet correctly, this text will be a proportionally spaced, 16 point, right aligned, bold font.

If you have attached the stylesheet correctly, this text will be a proportionally spaced, 16 point, left aligned, underlined font.

If you have attached the stylesheet correctly, this text will have a serif, 14 point, left aligned font.

Browser view printout	
Shows all correct styles (1 mark for each correct style)	5 marks
Student name in correct place & style	1 mark
Printed from browser	1 mark

Activity 21n

```
mystyle2.css - Notepad
File Edit Format View Help
h1 { font-family: "Helvetica","Arial Narrow", sans-serif;
    font-size: 24pt;
    text-align: center;
    font-style: italic;
    color:#0000FF;}
h2 { font-family: "Courier Narrow",Courier, monospace;
    font-size: 16pt;
    text-align: right;
    font-weight: bold;
    color:#FF4500;}
h3 { font-family: "Courier Narrow",Courier, monospace;
    text-decoration: underline;
    font-size: 16pt;
    text-align: left;
    color:#483D8B;}
h4 { color:8B008B;}
p { font-family: serif;
    font-size: 14pt;
    text-align: left;
    color:#800000;}
body {background-color:#f2e88e;}
/* by Graham Brown */
```

Cascading stylesheet printout

Body defined

1 mark

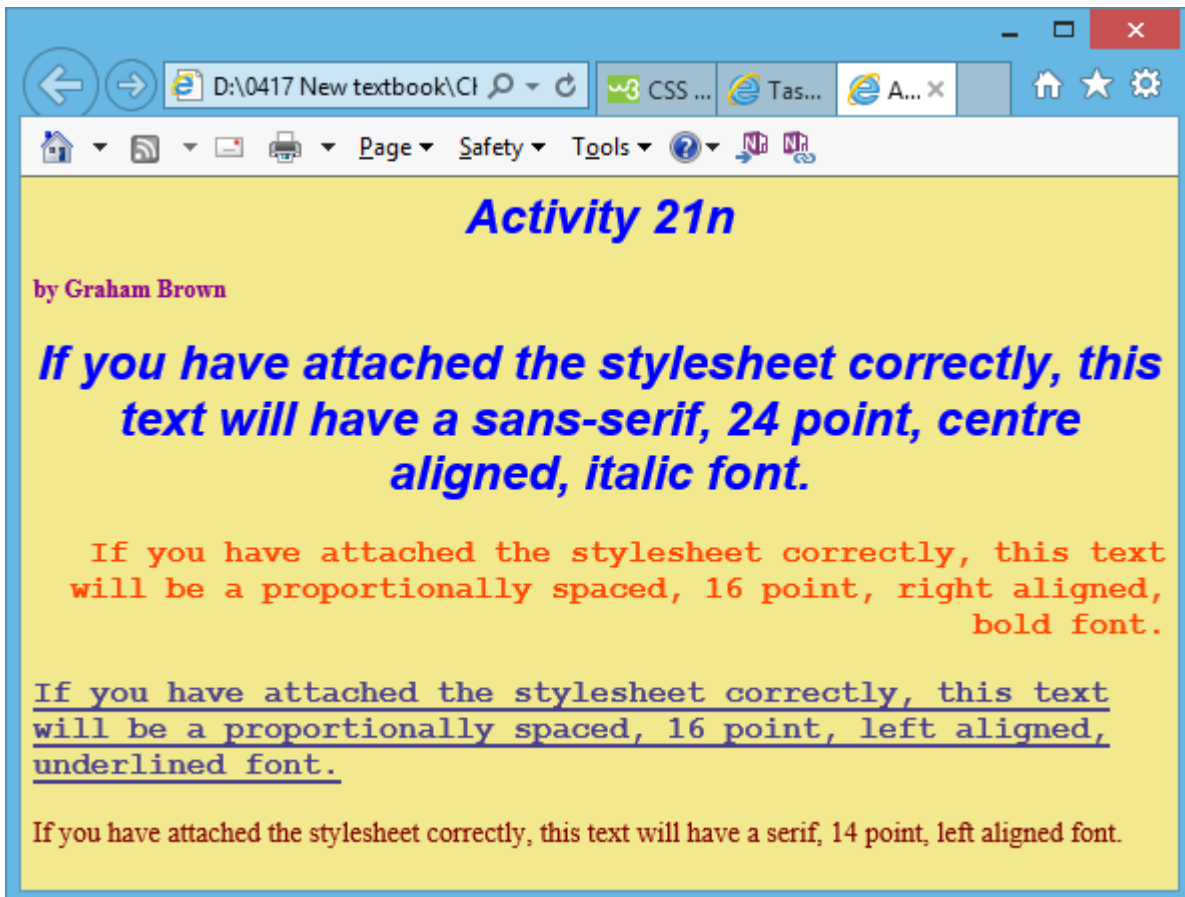
Background-color:#f2e88e

1 mark

Your name as a comment

1 mark

Activity 21n



The screenshot shows a web browser window with a blue title bar and a white address bar. The address bar contains the path 'D:\0417 New textbook\CI'. The browser's toolbar includes navigation buttons (back, forward, home, star, gear) and a search bar. The page content is on a yellow background and includes the following text:

Activity 21n

by Graham Brown

If you have attached the stylesheet correctly, this text will have a sans-serif, 24 point, centre aligned, italic font.

If you have attached the stylesheet correctly, this text will be a proportionally spaced, 16 point, right aligned, bold font.

If you have attached the stylesheet correctly, this text will be a proportionally spaced, 16 point, left aligned, underlined font.

If you have attached the stylesheet correctly, this text will have a serif, 14 point, left aligned font.

Browser view printout
Background colour correct 1 mark
Printed from browser 1 mark

Activity 21o

```
brick.css - Notepad
File Edit Format View Help
h1 { font-family: "Helvetica","Arial Narrow", sans-serif;
    font-size: 48pt;
    text-align: center;
    font-style: italic;
    color:#ffa500;}

h2 { font-family: "Courier Narrow",Courier, monospace;
    font-size: 20pt;
    text-align: left;
    font-weight: bold;
    color:#FFFF00;}

h3 { font-family: "Courier Narrow",Courier, monospace;
    font-size: 14pt;
    text-align: left;
    color:#FFFF00;}

p { font-family: serif;
    font-size: 14pt;
    text-align: left;
    color:#ffd700;}

body {background-color:#b22222;
      background-image:url("brick.png");
      background-repeat: repeat;}

/* by Graham Brown */
```

Cascading stylesheet printout

body section	1 mark
background-image:	1 mark
...url("brick.png");	1 mark
background-repeat:	1 mark
...repeat;	1 mark
Your name as a comment	1 mark

Activity 21o



Browser view printout
Background colour pattern 1 mark
Printed from browser 1 mark

Activity 21p

```
brick.css - Notepad
File Edit Format View Help
h1 { font-family: "Helvetica","Arial Narrow", sans-serif;
    font-size: 48pt;
    text-align: center;
    font-style: italic;
    color:#ffa500;}

h2 { font-family: "Courier Narrow",Courier, monospace;
    font-size: 20pt;
    text-align: left;
    font-weight: bold;
    color:#FFFF00;}

h3 { font-family: "Courier Narrow",Courier, monospace;
    font-size: 14pt;
    text-align: left;
    color:#FFFF00;}

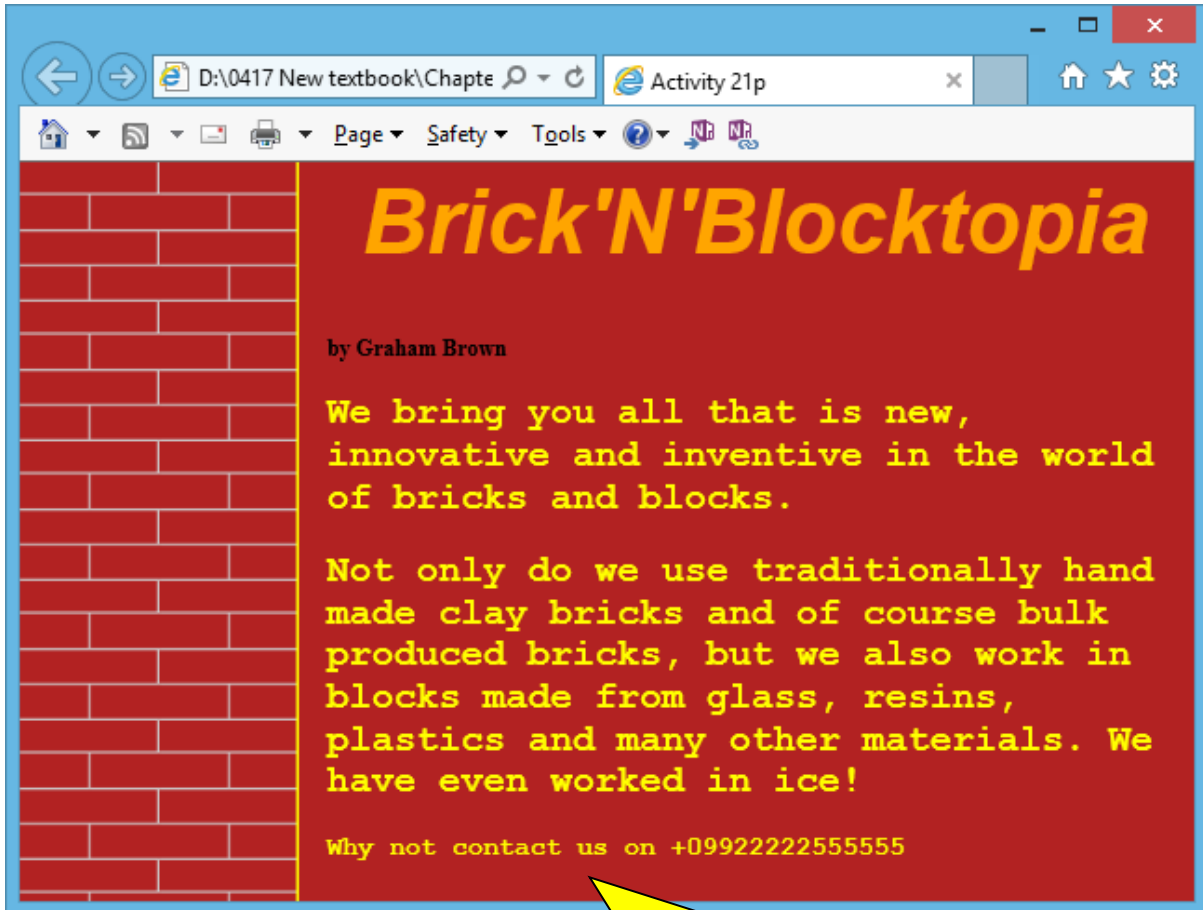
p { font-family: serif;
    font-size: 14pt;
    text-align: left;
    color:#ffd700;}

body {background-color:#b22222;
    background-image:url("wall.png");
    background-repeat: repeat-y;
    margin-left: 220px;}

/* by Graham Brown */
```

Cascading stylesheet printout	
body section	1 mark
background-image: url("wall.png");	1 mark
background-repeat: repeat-y;	1 mark
margin-left:	1 mark
... value >=200pixels	1 mark
Your name as a comment	1 mark

Activity 21p



Browser view printout

Background colour pattern

1 mark

Left side only

1 mark

Text does not overlap

1 mark

Printed from browser

1 mark

Activity 21q

```
Activity21q.htm - Notepad
File Edit Format View Help
<!DOCTYPE html>
<html>
<!-- Activity 21q - Graham Brown -->
<head>
  <title>Activity 21q</title>
  <link rel="stylesheet" type="text/css" href="table2.css">
</head>
<body>
  <h2> Activity 21q by Graham Brown </h2>
  <table border="1">
    <caption>Hours of sunshine</caption>
    <thead>
      <tr>
        <th>Day</th>
        <th>Hours</th>
      </tr>
    </thead>
    <tfoot>
      <tr>
        <td>Weekly total</td>
        <td>40</td>
      </tr>
    </tfoot>
    <tbody>
      <tr>
        <td>Monday</td>
        <td>6</td>
      </tr>
      <tr>
        <td>Tuesday</td>
        <td>4.5</td>
      </tr>
      <tr>
        <td>Wednesday</td>
        <td>8</td>
      </tr>
      <tr>
        <td>Thursday</td>
        <td>7</td>
      </tr>
      <tr>
        <td>Friday</td>
        <td>3.5</td>
      </tr>
      <tr>
        <td>Saturday</td>
        <td>5</td>
      </tr>
      <tr>
        <td>Sunday</td>
        <td>6</td>
      </tr>
    </tbody>
  </table>
</body>
</html>
```

HTML printout	
head section	1 mark
correct link to css file	1 mark
with your own filename	1 mark
Your name as a comment	1 mark

Activity 21q

```
table2.css - Notepad
File Edit Format View Help
body {background-color: #ff8c00;
      background-image:url("sun.png");
      background-repeat: no-repeat;
      background-position: right top;
      margin-right: 160px;}

table {background-color: #ff4500;}

td {background-color: #ffff00;}

thead {background-color: #ffd700;}

/* by Graham Brown */
```

Cascading stylesheet printout	
body section	1 mark
background-color: #ff8c00	1 mark
background-image: url("sun.png");	1 mark
background-repeat: no-repeat;	1 mark
background-position: right	1 mark
...top	1 mark
margin-right:	1 mark
... value >=150pixels	1 mark
table section	1 mark
background-color: #ff4500	1 mark
td section	1 mark
background-color: #ffff00	1 mark
thead section	1 mark
background-color: #ffd700	1 mark
Your name as a comment	1 mark

Activity 21q

**Activity 21q by
Graham Brown**

Hours of sunshine

Day	Hours
Monday	6
Tuesday	4.5
Wednesday	8
Thursday	7
Friday	3.5
Saturday	5
Sunday	6
Weekly total	40

**How much
sunshine?**

Browser view printout

Background colour

1 mark

Image right side only

1 mark

Text does not overlap

1 mark

Printed from browser

1 mark

Correct colours in all areas

1 mark

Activity 21r

```
Activity21r.htm - Notepad
File Edit Format View Help
<!DOCTYPE html>
<html>
<!-- Activity 21r - Graham Brown -->
<head>
  <title>Activity 21r</title>
  <link rel="stylesheet" type="text/css" href="table2.css">
</head>
<body>
  <h2> Activity 21r by Graham Brown </h2>
  <table border="1">
    <caption>Hours of sunshine</caption>
    <thead>
      <tr>
        <th>Day</th>
        <th>Hours</th>
      </tr>
    </thead>
    <tfoot>
      <tr>
        <td>Weekly total</td>
        <td>40</td>
      </tr>
    </tfoot>
    <tbody>
      <tr>
        <td>Monday</td>
        <td>6</td>
      </tr>
      <tr>
        <td>Tuesday</td>
        <td>4.5</td>
      </tr>
      <tr>
        <td>Wednesday</td>
        <td>8</td>
      </tr>
      <tr>
        <td>Thursday</td>
        <td>7</td>
      </tr>
      <tr>
        <td>Friday</td>
        <td>3.5</td>
      </tr>
      <tr>
        <td>Saturday</td>
        <td>5</td>
      </tr>
      <tr>
        <td>Sunday</td>
        <td>6</td>
      </tr>
    </tbody>
  </table>
</body>
</html>
```

HTML printout

Your name as a comment

1 mark

Activity 21r

```
table2.css - Notepad
File Edit Format View Help
body      {background-color: #ff8c00;
          | background-image:url("sun.png");
          | background-repeat: no-repeat;
          | background-position: right top;
          | margin-right: 160px;}

table     {background-color: #ff4500;
          | border-style: solid;
          | border-width: 4px;
          | border-color: #ff0000;
          | padding: 10px;}

td        {background-color: #ffff00;}

table,td,th {text-align:center;}

thead     {background-color: #ffd700;}

/* by Graham Brown */
```

Cascading stylesheet printout	
table section	1 mark
border-style: solid;	1 mark
border-width: 4px;	1 mark
border-color: #ff0000;	1 mark
padding:10px	1 mark
table, td, th	1 mark
(These could be separate lines)	
text-align: center	1 mark
Your name as a comment	1 mark

Activity 21r

**Activity 21r by
Graham
Brown**

Hours of sunshine

Day	Hours
Monday	6
Tuesday	4.5
Wednesday	8
Thursday	7
Friday	3.5
Saturday	5
Sunday	6
Weekly total	40

**How much
sunshine?**

Browser view printout

Padding is correct

1 mark

Text centre aligned in table

1 mark

Printed from browser

1 mark

Correct colours in all areas

1 mark