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Mark Scheme (Results)

Summer 1606

Pearson Edexcel International GCSE
in ICT (4IT0)

Paper 2: Practical Paper

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General Marking Guidance

- All candidates must receive the same treatment. Examiners must mark the first candidate in exactly the same way as they mark the last.

- Mark schemes should be applied positively. Candidates must be rewarded for what they have shown they can do rather than penalised for omissions.

- Examiners should mark according to the mark scheme not according to their perception of where the grade boundaries may lie.

- There is no ceiling on achievement. All marks on the mark scheme should be used appropriately.

- All the marks on the mark scheme are designed to be awarded. Examiners should always award full marks if deserved, i.e. if the answer matches the mark scheme.

- Examiners should also be prepared to award zero marks if the candidate's response is not worthy of credit according to the mark scheme.

- Where some judgement is required, mark schemes will provide the principles by which marks will be awarded and exemplification may be limited.

- When examiners are in doubt regarding the application of the mark scheme to a candidate's response, the team leader must be consulted.

- Crossed out work should be marked UNLESS the candidate has replaced it with an alternative response.

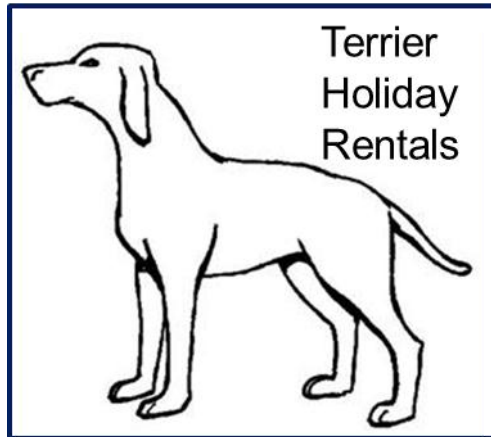|			INTERNATIONAL GCSE ICT (4IT0/02) June 2016 Mark Scheme	
Task			**ANSWER**	Marks

Task   AG1

Terrier

Example logo

(a)	(i)	1	TERRIER pasted into word processing document	**1**
	(ii)	1	Use of photo rather than line art / clipart	**1**
		2	Unclear text on background	**1**
(b)		1	Logo includes clip art image of dog. Do not accept photographs	**1**
		2	'Terrier Holiday Rentals' included in logo. Suitable capitalisation. Correct spelling. With or without quotation marks.	**1**
		3	Suitable balance of image and text	**1**
		4	Object created would be suitable to use as a logo	**1**
(c)		1 2	Award 1 mark each up to a maximum of 2 for any comparative comments relating to: • use of better image / clip art for logo • better balance of text and image • more suitable font for text • improved colour scheme / limited range of colour	**2**
			Total for Task AG1	**9**

INTERNATIONAL GCSE ICT (4IT0/02) **June 2016 Mark Scheme**		
Task	**ANSWER**	Marks

Task   AG2

Original   Edited

(a)		1	Some cropping completed – image remains rectangular	**1**
		2	Attempt at cropping on all 4 sides	**1**
		3	Cropping close to top of either mountain peak and bottom and right of yellow board. Telegraph pole not visible	**1**
(b)		1	Text 'THR for terrific holidays' entered on yellow board. Suitable capitalisation. Correct spelling. With or without quotation marks.	**1**
		2	Text suitable size and font for the board and not truncated	**1**
			Total for Task AG2	**5**

TOTAL FOR ACTIVITY 1	**14**

	INTERNATIONAL GCSE ICT (4IT0/02) **June 2016 Mark Scheme**									
Task	**ANSWER**									Marks

ACTIVITY 2 – USING DATABASE SOFTWARE

Task   DB1

ID	T	FIRST	LAST	STREET	TOWN	PC	MOBNO	G	BIRTHDATE
HAL35	Ms	Hettie	Alders	1 South Street	Rutherstown	AE3 6QG	07700 900041	F	26/03/1967
AAN91	Ms	Adele	Anderson	55 Edington Drive	Giffland	AG2 7RG	07700 900131	F	14/04/1993
EBA15	Dr	Ethel	Barrett	154 Garrett Hill	Rutherstown	AE3 9CN	07700 900784	M	08/03/1944
JBL99	Mr	James	Blenkinsop	59 Berry St	Clarkmunnock	AF4 4KC	07700 900711	M	04/03/1938
HBO96	Dr	Hester	Bolton	34 Mislate Rd	Giffland	AG2 7MH	07700 900425	F	17/03/1956
JBR45	Mr	James	Brean	59 Opera St	Rutherstown	AE3 9HR	07700 900162	M	17/03/1955
MBR14	Ms	Maria	Brett	16 Theatre Close	Rutherstown	AE3 2QI	07700 900352	F	24/03/1965
JDA23	Mr	Jonathon	Davis	144 Candid Street	Giffland	AG2 7MH	07700 900306	M	12/04/1990
JFI67	Mr	James	Finch	1 Southland Street	Clarkmunnock	AF4 9RE	07700 900167	M	02/03/1936
TJA42	Ms	Teresa	Jacobs	34 Mineland Rd	Rutherstown	AE3 6QG	07700 900665	F	04/04/1979
SKA96	Mr	Simon	Kandy	244 Hagarth Ave	Rutherstown	AE3 6QG	07700 900902	M	22/03/1962
SKH93	Dr	Serena	Khan	11 North Road	Clarkmunnock	AF4 3BU	07700 900768	F	24/03/1965
CKI94	Ms	Charlotte	Kirkwood	91 Capital Way	Rutherstown	AE3 8DP	07700 900522	F	27/02/1931
KLO77	Dr	Kerri	Locksley	16 Edgeware Drive	Clarkmunnock	AF4 4KC	07700 900811	F	28/02/1933
JLO52	Dr	Jo	Lockyer	43 Miner Rd	Rutherstown	AE3 9CN	07700 900566	F	06/03/1941
JMI33	Dr	Jonathon	Milwood	410 Redmond Rd	Clarkmunnock	AF4 3RI	07700 900900	M	10/04/1988
CPA98	Ms	Charlotte	Parker	16 Edgeham Hollow	Rutherstown	AE3 9HR	07700 900312	F	01/05/1951
JPE44	Mr	Jonathon	Peters	62 Moston Road	Rutherstown	AE3 8ER	07700 900871	M	01/03/1934
SRA26	Ms	Sally	Raynard	62 Massey Road	Rutherstown	AE3 9CN	07700 900208	F	05/04/1981
SRE16	Mr	Shaun	Renoir	154 Garfield Hill	Clarkmunnock	AF4 3RI	07700 900423	M	21/03/1961
JSA32	**Mr**	**James**	**Sandalwood**	**13 Staine Street**	**Clarkmunnock**	**AF4 9CN**	**07700 900123**	**M**	**11/03/1987**
PSM94	Mr	Pierre	Smith	410 Old Highland Rd	Clarkmunnock	AF4 3RI	07700 900424	M	02/05/1951
SSM42	Dr	Samuel	Smythe	22 Avda Grove	Giffland	AG2 7MH	07700 900012	M	25/03/1966

(a)		1 2	JSA32, Mr, James, Sandalwood, 13 Staine Street, Clarkmunnock, AF4 9CN, 07700 900123, M, 11/03/1987	**2**

INTERNATIONAL GCSE ICT (4IT0/02)
June 2016 Mark Scheme

Task			ANSWER	Marks
			Award 2 marks if all 10 fields entered with no data entry errors and data formatted consistently with other records Award 1 mark if 9 fields entered without data entry errors and data formatted in those 9 fields consistently with other records	
(b)		1	Table sorted in ascending order of LASTNAME	**1**
		2	10 fields and 23 records printed without truncation	**1**
			Total for Task DB1	**4**

INTERNATIONAL GCSE ICT (4IT0/02) **June 2016 Mark Scheme**		
Task	**ANSWER**	Marks

Task	DB2								
				DB2a					
ID	**T**	**FIRST**	**LAST**	**STREET**	**TOWN**	**PC**	**MOBNO**	**G**	**BIRTH**
JBL99	Mr	James	Blenkinsop	59 Berry St	Clarkmunnock	AF4 4KC	07700 900711	M	04/03/1938
JFI67	Mr	James	Finch	1 Southland Street	Clarkmunnock	AF4 9RE	07700 900167	M	02/03/1936
EBA15	Dr	Ethel	Barrett	154 Garrett Hill	Rutherstown	AE3 9CN	07700 900784	M	08/03/1944
CKI94	Ms	Charlotte	Kirkwood	91 Capital Way	Rutherstown	AE3 8DP	07700 900522	F	27/02/1931
JLO52	Dr	Jo	Lockyer	43 Miner Rd	Rutherstown	AE3 9CN	07700 900566	F	06/03/1941
KLO77	Dr	Kerri	Locksley	16 Edgeware Drive	Clarkmunnock	AF4 4KC	07700 900811	F	28/02/1933
JPE44	Mr	Jonathon	Peters	62 Moston Road	Rutherstown	AE3 8ER	07700 900871	M	01/03/1934

(a)		1 2	Award 2 marks for correct 7 records (BIRTHDATE before 1 May 1951) with all 10 fields present only Award 1 mark for 8 records (correct 7 records plus Charlotte Parker) with all 10 fields present OR Correct 7 records with only 9 fields or 1 extra field present	**2**

	DB2b		
COTTAGENAME	**SLEEPS**	**STARRATING**	**DAILYRATE**
Sealyham	9	4	£150.00
Scottish	8	5	£200.00
Kerry Blue	8	4	£150.00
Cairn	9	5	£200.00
Boston	8	4	£150.00

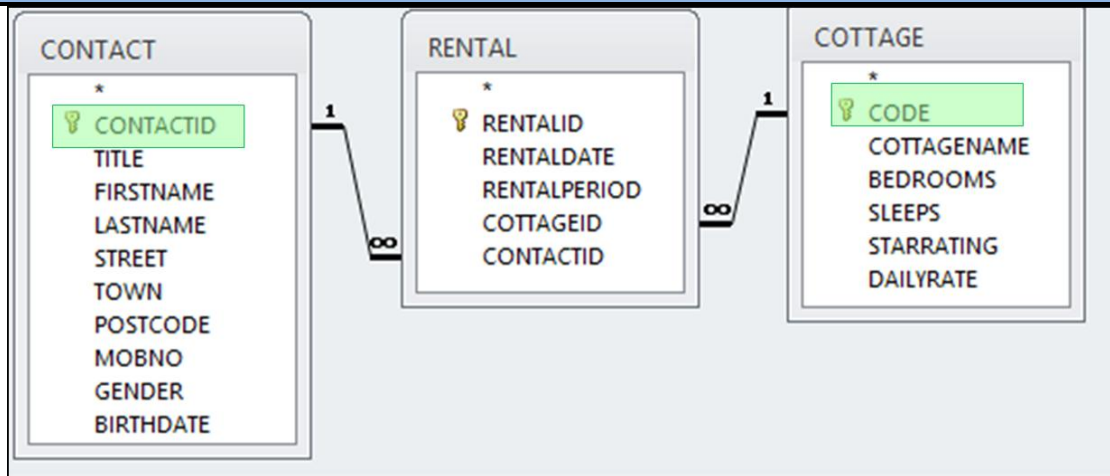| (b)		1 2 3	Award 3 marks for correct 5 records (will have 8 or 9 SLEEPS and STARRATING of 4 or 5) Award 2 marks for 6 records (8 or 9 SLEEPS and STARRATING of 3, 4 or 5) (includes Dandie Dinmont) Award 1 mark for: Correct 10 records for 4 bedrooms (SLEEPS will be 8 or 9 and STARRATINGS will also include values 1, 2 and 3) (includes Dandie Dinmont, Cesky, Irish, Norfolk and Border) OR Correct 8 records with STARRATING of 4 or 5 (Includes Airedale, Wire fox and Jack Russell)	**3**
		4 5	Award 2 marks for COTTAGENAME, SLEEPS, STARRATING and DAILYRATE fields only in correct order Award 1 mark for COTTAGENAME, SLEEPS, STARRATING and DAILYRATE fields only in any order OR COTTAGENAME, SLEEPS, STARRATING and DAILYRATE fields in correct order but additional field (BEDROOMS) present within list	**2**

INTERNATIONAL GCSE ICT (4IT0/02)		
June 2016 Mark Scheme		
Task	ANSWER	Marks

| | Total for Task DB2 | 7 |

		INTERNATIONAL GCSE ICT (4IT0/02)		
		June 2016 Mark Scheme		
Task		**ANSWER**		**Marks**

Task	DB3

(a)	(i)	1	CONTACTID (CONTACT table) or CODE (COTTAGE table) identified as primary key	**1**
	(ii)	1 2	Award 1 mark each up to a maximum of 2 for an explanation involving: • Each cottage is unique • Each cottage will be used for many rentals • Cannot rent out cottages that do not exist (in the database)	**2**

(b)		1	Query design view shown – includes evidence of the use of at least 2 tables and the criteria area	**1**
		2	RENTALDATE criteria includes at least one of >=1 July 2016 or <=31 July 2016 or equivalent. Allow any date format. Can be awarded from a results view with only dates in July.	**1**
		3	RENTALDATE criteria is shown correctly as >=1 July 2016 **AND** <=31 July 2016 or equivalent. Allow any date format. Award mark points 2 and 3 for correct use of 'Between' (Between #01/07/2016# And #31/07/2016#)	**1**
		4	Only COTTAGENAME, RENTALDATE, LASTNAME, FIRSTNAME, MOBNO, RENTALPERIOD and DAILYRATE indicated as being shown in results	**1**
		5 6	Award 2 marks if design shows results will be sorted in ascending order of RENTALDATE within ascending order of COTTAGENAME Award 1 mark if design shows results will be sorted: in ascending order of RENTALDATE OR in ascending order of COTTAGENAME OR in order of RENTALDATE within order of COTTAGENAME	**2**
			Total for Task DB3	**9**

	INTERNATIONAL GCSE ICT (4IT0/02) June 2016 Mark Scheme	
Task	**ANSWER**	Marks

Task	DB4 – Must be a database *report* to gain credit

Rentals during July 2016

COTTAGE NAME	RENTAL DATE	LAST NAME	MOBILE NUMBER	DAILY RATE
Australian	17/07/2016	Raynard	07700 900208	£25.00
Bull	03/07/2016	Peters	07700 900871	£55.00
Cairn	10/07/2016	Bolton	07700 900425	£200.00
Cairn	31/07/2016	Brett	07700 900352	£200.00
Irish	03/07/2016	Alders	07700 900041	£50.00
Japanese	03/07/2016	Davis	07700 900306	£40.00
Japanese	31/07/2016	Milwood	07700 900900	£40.00
Kerry Blue	10/07/2016	Brean	07700 900162	£150.00
Norwich	17/07/2016	Brean	07700 900162	£90.00
Scottish	31/07/2016	Barrett	07700 900784	£200.00
Sealyham	24/07/2016	Anderson	07700 900131	£150.00
Skye	31/07/2016	Khan	07700 900768	£75.00
Staffordshire	03/07/2016	Blenkinsop	07700 900711	£75.00
Welsh	03/07/2016	Raynard	07700 900208	£25.00
Wire Fox	03/07/2016	Locksley	07700 900811	£50.00
Wire Fox	24/07/2016	Davis	07700 900306	£50.00
Yorkshire	24/07/2016	Kirkwood	07700 900522	£15.00

Exam date   Page 1 of 1

		1	Suitable title includes 'rent(als)' and 'July (2016)'	**1**
		2	Only fields COTTAGENAME, RENTALDATE, LASTNAME, MOBNO and DAILYRATE on report	**1**
		3	Field headings COTTAGENAME, RENTALDATE, LASTNAME, MOBNO and DAILYRATE all customised consistently and appropriately	**1**
		4	Fields listed in correct order as shown in Mark Point 3 Ignore additional fields.	**1**
		5	Correct 17 records only. Do not allow follow through	**1**
		6	Report is on one side of A4 landscape AND columns spaced suitably with no truncation of data	**1**
			Total for Task DB4	**6**

	TOTAL FOR ACTIVITY 2	**26**

		INTERNATIONAL GCSE ICT (4IT0/02) June 2016 Mark Scheme	
Task		**ANSWER**	Marks

ACTIVITY 3 – USING PRESENTATION SOFTWARE

Task	PS1 Must have at least 4 slides for marking points 4 & 5

(a)	(i)	1	Title slide has company name and cottage name – correct spelling and suitable capitals	**1**
		2 3	Award 2 marks for slides 2 to 6 having a suitable title and relevant text in order given (welcome, cottage, attraction name 1, attraction name 2, contact) Award 1 mark for: at least 3 slides with suitable title and relevant text OR slides 2 to 6 having a suitable title in the order given OR relevant text selected for slides 2 to 6 in order given	**2**
		4	Text edited correctly on slides to make it suitable for use in presentation eg phrases/bullets rather than long paragraphs	**1**
		5	All text dark (blue) and formatted consistently on slides – eg consistent font style throughout, consistent font style and size for titles, each slide has consistent font size, appropriate use of bullets	**1**
		6	Logo present on at least 4 slides	**1**
		7	Logo consistently sized and placed in bottom right corner on all 6 slides. No distortion	**1**
		8	HOLIDAY image on suitable slide (ie not on Edinburgh or Loch Ness)	**1**
		9	One different suitable image from IMAGES folder on at least 3 slides (accept HOUSE instead of HOLIDAY)	**1**
		10	All 6 slides match the design and images suitable size No overlap or distortion of images	**1**
	(ii)	1	Slides printed as 'handouts' 2 to a page. Accept 1 sheet with 2 slides. Do not accept screenshots	**1**

Task	ANSWER	Marks
	INTERNATIONAL GCSE ICT (4IT0/02) **June 2016 Mark Scheme**	

INTERNATIONAL GCSE ICT (4IT0/02)
June 2016 Mark Scheme

Task			ANSWER	Marks
(b)		1	One formatting feature identified on any slide – eg bullet, font enhancements (bold or italics), borders, use of master slide	**1**
		2	Explanation of how identified feature improves slide – eg makes title/important information stand out	**1**

Task			ANSWER	Marks
(c)	(i)	1	Screen shot of title slide displays at least one hyperlink (to another slide) – eg button or underlined text	**1**
		2	Screen shot displays 5 identifiable hyperlinks to other slides	**1**
	(ii)	1	Screen shot displays dialog box of hyperlink set up	**1**
		2	Dialog box shows link to slide within the presentation – not to a separate file	**1**
			Total for Task PS1	**17**

	TOTAL FOR ACTIVITY 3	**17**

Task			ANSWER	Marks
			INTERNATIONAL GCSE ICT (4IT0/02) **June 2016 Mark Scheme**	

ACTIVITY 4 – USING SPREADSHEET SOFTWARE

Task   SS1

	A	B	C	D
1	**Cottage**	**Bedrooms**	**Star Rating**	**Daily Rate**
2	Border	4	2	£100
3	Boston	4	4	£150
4	Cairn	4	5	£200
5	Cesky	4	1	£75
6	Dandie Dinmont	4	3	£130
7	Irish	4	1	£50
8	Kerry Blue	4	4	£150
9	Norfolk	4	2	£100
10	Scottish	4	5	£200
11	Sealyham	4	4	£150
12	Bedlington	3	3	£75
13	Bull	3	2	£55
14	Skye	3	3	£75
15	**Wheaten**	**3**	**4**	**£95**
16	Airedale	2	4	£100
17	Japanese	2	1	£40
18	Lakeland	2	2	£75
19	Manchester	2	1	£50
20	Norwich	2	3	£90
21	Staffordshire	2	2	£75
22	Welsh	2	1	£25
23	Australian	1	3	£25
24	Jack Russell	1	4	£50
25	Patterdale	1	2	£15
26	Wire Fox	1	4	£50
27	Yorkshire	1	2	£15

(a)		1 2	Award 2 marks for correct data entry Wheaten, 3, 4, 95 Award 1 mark for data entry with one error Allow follow through if no data integrity in sort	**2**
(b)		1 2 3	Must have data integrity for any marks. Award 3 marks for Columns A to D sorted in ascending order of column A within descending order of column B Award 2 marks for Columns A to D sorted in ascending order of column A within ascending order of column B OR Columns A to D sorted in descending order of column A within descending order of column B Award 1 mark for Column B sorted in descending order OR Column A sorted in ascending order	**3**
(c)	(i)	1	Column D only formatted to display currency symbol and no decimal places	**1**
	(ii)	1	Truncation removed from column A and row 1	**1**
		2	Borders and/or shading and/or font enhancements used appropriately and consistently so that worksheet is well presented	**1**
			Total for Task SS1	**8**

Task	ANSWER	Marks

Task SS2

Daily rate for cottages with fewer than 3 bedrooms
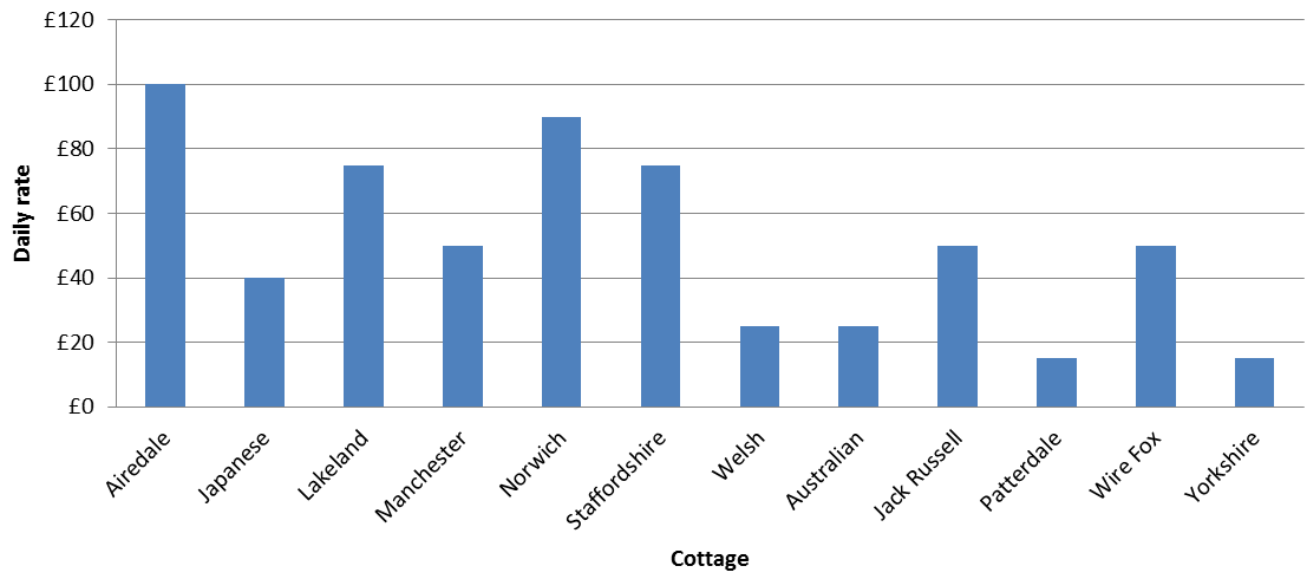
	1	Bar or column chart with data from DETAILS worksheet	**1**
	2	Correct data for chart – names of cottages with fewer than 3 bedrooms (12 data points) and daily rate (currency values) only	**1**
	3	Suitable title and axis labels	**1**
	4	No truncation of cottage names	**1**
	5	Chart is fit for purpose. All mark points 1 to 4 **and** consistent, suitable capitalisation, no spelling errors in titles and labels, no unnecessary information eg data labels, legend, data table	**1**
		Total for Task SS2	**5**

INTERNATIONAL GCSE ICT (4IT0/02)
June 2016 Mark Scheme

Task	ANSWER	Marks

Task SS3 (allow follow through if rows/columns added or deleted)

	A	B	C	D	E
4					
5	**Cottage**	**Daily Rate**	**Days Rented**	**Income**	**Percentage Used**
6	Airedale	100	182	=B6*C6	=C6/$D$3%
7	Australian	25	231	=B7*C7	=C7/$D$3%
8	Bedlington	75	217	=B8*C8	=C8/$D$3%
9	Border	100	84	=B9*C9	=C9/$D$3%
10	Boston	150	147	=B10*C10	=C10/$D$3%
11	Bull	55	126	=B11*C11	=C11/$D$3%
12	Cairn	200	224	=B12*C12	=C12/$D$3%
13	Cesky	75	98	=B13*C13	=C13/$D$3%
14	Dandie Dinmont	130	77	=B14*C14	=C14/$D$3%
15	Irish	50	105	=B15*C15	=C15/$D$3%
16	Jack Russell	50	245	=B16*C16	=C16/$D$3%
17	Japanese	40	161	=B17*C17	=C17/$D$3%
18	Kerry Blue	150	70	=B18*C18	=C18/$D$3%
19	Lakeland	75	119	=B19*C19	=C19/$D$3%
20	Manchester	50	203	=B20*C20	=C20/$D$3%
21	Norfolk	100	252	=B21*C21	=C21/$D$3%
22	Norwich	90	91	=B22*C22	=C22/$D$3%
23	Patterdale	15	140	=B23*C23	=C23/$D$3%
24	Scottish	200	91	=B24*C24	=C24/$D$3%
25	Sealyham	150	210	=B25*C25	=C25/$D$3%
26	Skye	75	112	=B26*C26	=C26/$D$3%
27	Staffordshire	75	133	=B27*C27	=C27/$D$3%
28	Welsh	25	238	=B28*C28	=C28/$D$3%
29	Wire Fox	50	154	=B29*C29	=C29/$D$3%
30	Yorkshire	15	63	=B30*C30	=C30/$D$3%
31					
32	**Total**			=SUM(D6:D30)	

(a)	(i)	1 2	Award 2 marks for =B6*C6 OR =PRODUCT(B6:C6) OR =PRODUCT(B6,C6) in cell D6 Award 1 mark for =SUM(B6*C6) or similar OR value of 18200 in cell D6 if no formula view	**2**
		3	Formula in D6 replicated to D7:D30 – must be formula view	**1**
	(ii)	1 2	Award 2 marks for =SUM(D6:D30) in cell D32 Award 1 mark for =SUM(D6:D30) in other cell OR =SUM(D6:D31) in cell D32	**2**
(b)		1 2	Award 2 marks for =C6/$D$3% OR =C6/$D$3*100 in E6 Award 1 mark for =C6/D3% OR =C6/D3*100 OR =SUM(C6/$D$3*100) OR =C6/$D$3 OR 52 (if no formula view) in E6 The first $ is optional in the formulae	**2**
		3	Formula replicated in cells E6:E30 Must have absolute cell references for D3	**1**
			Total for Task SS3	**8**

	INTERNATIONAL GCSE ICT (4IT0/02) June 2016 Mark Scheme	
Task	**ANSWER**	Marks

Task	**SS4 (allow follow through if rows/columns added or deleted).** **Must be formula view.**

	F	G	H
5	**Revised Daily Rate**	**Revised Days Rented**	**Revised Income**
6	=IF(E6<40,B6-2,B6)	=IF(E6<40,C6+5,C6)	=F6*G6
7	=IF(E7<40,B7-2,B7)	=IF(E7<40,C7+5,C7)	=F7*G7
8	=IF(E8<40,B8-2,B8)	=IF(E8<40,C8+5,C8)	=F8*G8
9	=IF(E9<40,B9-2,B9)	=IF(E9<40,C9+5,C9)	=F9*G9
10	=IF(E10<40,B10-2,B10)	=IF(E10<40,C10+5,C10)	=F10*G10
11	=IF(E11<40,B11-2,B11)	=IF(E11<40,C11+5,C11)	=F11*G11
12	=IF(E12<40,B12-2,B12)	=IF(E12<40,C12+5,C12)	=F12*G12
13	=IF(E13<40,B13-2,B13)	=IF(E13<40,C13+5,C13)	=F13*G13
14	=IF(E14<40,B14-2,B14)	=IF(E14<40,C14+5,C14)	=F14*G14
15	=IF(E15<40,B15-2,B15)	=IF(E15<40,C15+5,C15)	=F15*G15
16	=IF(E16<40,B16-2,B16)	=IF(E16<40,C16+5,C16)	=F16*G16
17	=IF(E17<40,B17-2,B17)	=IF(E17<40,C17+5,C17)	=F17*G17
18	=IF(E18<40,B18-2,B18)	=IF(E18<40,C18+5,C18)	=F18*G18
19	=IF(E19<40,B19-2,B19)	=IF(E19<40,C19+5,C19)	=F19*G19
20	=IF(E20<40,B20-2,B20)	=IF(E20<40,C20+5,C20)	=F20*G20
21	=IF(E21<40,B21-2,B21)	=IF(E21<40,C21+5,C21)	=F21*G21
22	=IF(E22<40,B22-2,B22)	=IF(E22<40,C22+5,C22)	=F22*G22
23	=IF(E23<40,B23-2,B23)	=IF(E23<40,C23+5,C23)	=F23*G23
24	=IF(E24<40,B24-2,B24)	=IF(E24<40,C24+5,C24)	=F24*G24
25	=IF(E25<40,B25-2,B25)	=IF(E25<40,C25+5,C25)	=F25*G25
26	=IF(E26<40,B26-2,B26)	=IF(E26<40,C26+5,C26)	=F26*G26
27	=IF(E27<40,B27-2,B27)	=IF(E27<40,C27+5,C27)	=F27*G27
28	=IF(E28<40,B28-2,B28)	=IF(E28<40,C28+5,C28)	=F28*G28
29	=IF(E29<40,B29-2,B29)	=IF(E29<40,C29+5,C29)	=F29*G29
30	=IF(E30<40,B30-2,B30)	=IF(E30<40,C30+5,C30)	=F30*G30
31			
32			=SUM(H6:H30)

(a)	1 2	Award 2 marks for =IF(E6<40,B6-2,B6) in F6 Award 1 mark for attempt at IF statement – minimum =IF(E6 Allow follow through if % not calculated in SS3b (if formula in E6 is =C6*D3 then =IF(E6<40%, B6-2,B6) is OK for 2)	**2**
(b)	1 2	Award 2 marks for =IF(E6<40,C6+5,C6) in G6 Award 1 mark for =IF(E6<40 Allow follow through if % not calculated in SS3b	**2**
(c)	1	=F6*G6 in H6	**1**
	2	Replication of formulae from F6:H30	**1**
(d)	1	=SUM(H6:H30) in H32	**1**
		Total for Task SS4	**7**

TOTAL FOR ACTIVITY 4	**28**

INTERNATIONAL GCSE ICT (4IT0/02)
June 2016 Mark Scheme

Task	ANSWER	Marks

ACTIVITY 5 – USING DTP/WORD PROCESSING SOFTWARE

Task	WP1

(a)		1	Logo inserted in document, top or bottom and suitable alignment Ignore truncation by page border.	**1**
		2	All 5 contact details included. (company name, address, telephone, web address and email)	**1**
		3	Contact details suitably formatted and located without truncation	**1**
		4	Letterhead is fit for purpose (must have mark points 1 to 3) and is appropriate size for document (no more than 5 cm of document)	**1**
(b)		1	Text from DRAFT included	**1**
		2	Address details included and located in top left corner or bottom left corner of letter	**1**
		3	Address details include Name, Address, Town & Postcode only (without labels)	**1**
		4	Rental details inserted between paragraphs 2 and 3 or between paragraphs 3 and 4	**1**
		5	At least 3 of salutation, subject line, date and close inserted in appropriate locations	**1**
		6	Consistent and appropriate font used for all letter content (other than letterhead) including table. Ignore any signature font if present	**1**
		7	Letter is fit for purpose – all of mark points 1 to 6 **and** no spelling errors, consistent layout, fits on 1 page, and appropriate salutation	**1**

INTERNATIONAL GCSE ICT (4IT0/02)
June 2016 Mark Scheme

Task			ANSWER	Marks
(c)		1 2	Award 1 mark each up to a maximum of 2 for identification of any of: • salutation • subject line • date • reference • complimentary close	**2**
		3 4	Award 1 mark each up to a maximum of 2 for explanation of purpose of identified convention • salutation - (courtesy) indicating to whom letter is written • subject line - inform about content of letter • date - identify when letter was written • reference - identify letter for filing purposes • complimentary close - (courtesy) indicating who wrote the letter	**2**
			Total for Task WP1	**15**

TOTAL FOR ACTIVITY 5	**15**