



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

SENIOR CERTIFICATE EXAMINATIONS

COMPUTER APPLICATIONS TECHNOLOGY P1

2017

MARKING GUIDELINES

MARKS: 180

| | | | | | | | | | |
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| CENTRE NUMBER | | | | | | | | | |
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| FINAL MARK | |
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| EXAMINATION NUMBER | | | | | | | | | | | | | |
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| QUESTION | 1 | 2 | 3 | 4 | 5 | 6 | 7 | TOTAL |
|---------------|----|----|----|----|----|----|----|-------|
| POSSIBLE MARK | 24 | 23 | 32 | 21 | 39 | 19 | 22 | 180 |
| MARKER | | | | | | | | |
| SM | | | | | | | | |
| CM | | | | | | | | |
| IM/EM | | | | | | | | |

These marking guidelines consist of 14 pages.

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IGNORE SPELLING IN ALL CASES WHERE IT WOULD NOT HAVE ANY IMPACT ON THE ANSWER.

QUESTION 1

File name: 1Cost

Total Q1: 24

| No | Criteria | Maximum Mark | | | Candidate Mark |
|-----|--|--------------|--|-------------|----------------|
| 1.1 | WordArt <ul style="list-style-type: none"> Any text effect reflection applied to WordArt ✓ WordArt text and reflection clearly visible ✓ Text outline of 1.5 pt applied to WordArt ✓ | 1 | | 3 | |
| | | 1 | | | |
| | | 1 | | | |
| 1.2 | Field <ul style="list-style-type: none"> Any field inserted ✓ CreateDate field or 3 November 2016 inserted ✓ | 1 | | 2 | |
| | | 1 | | | |
| 1.3 | Find and Replace <ul style="list-style-type: none"> Any 'depreciation' replaced ✓ Formatted to bold ✓ and strikethrough effect applied ✓ All occurrences replaced (10 or 11 occurrences) ✓ | 1 | | 4 | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| 1.4 | Columns <ul style="list-style-type: none"> Text inserted in two columns ✓ Column break inserted in correct place ✓ | 1 | | 2 | |
| | | 1 | | | |
| 1.5 | Bullets <ul style="list-style-type: none"> Level 1 bullet: Image 1Bullet inserted ✓ Level 1 bullet: Text indent set at 1.5 cm ✓ Level 2 numbering inserted in any format 1, 2, 3, ... ✓ Level 2 numbering alignment set to 0 cm ✓ Bullets and numbering correctly used and applied as a multilevel list (not 'separate' bullets and numbering) ✓ | 1 | | 5 | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| 1.6 | Table (check all tables) <ul style="list-style-type: none"> Row height set to 0.9 cm for all or some rows ✓ Any table style applied (other than Table Grid) ✓ All contents centred vertically ✓ Text ✓ 'Total Yearly Running Cost' added as table caption (above or below) starting with 'Table 4 ...' ✓ | 1 | | 5 | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| 1.7 | Section break and orientation <ul style="list-style-type: none"> Section break inserted ✓ Only orientation of last page(s) changed to landscape (rest of pages remain portrait) ✓ | 1 | | 2 | |
| | | 1 | | | |
| 1.8 | Table of figures <ul style="list-style-type: none"> Any automatic table of figures ✓ inserted | 1 | | 1 | |
| | | | | | |
| | Total for QUESTION 1 | | | [24] | |

EXAMINATION
NUMBER

QUESTION 2

File name: 2Guide

Total Q2: 23

| No | Criteria | Maximum Mark | | | Candidate Mark |
|-----|---|--------------|--|-------------|----------------|
| 2.1 | Comment <ul style="list-style-type: none"> Comment removed from first page ✓ | 1 | | 1 | |
| 2.2 | Cover page <ul style="list-style-type: none"> 'Car Front' style applied to the heading 'GUIDELINES TO BUYING A CAR' ✓ 2Cars image inserted as watermark ✓ Washout effect not applied ✓ Section break inserted/Different first page ✓ Watermark appears only on front page ✓ | 1 | | 5 | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| 2.3 | Table of Contents <ul style="list-style-type: none"> Format changed to 'Modern' ✓ (<i>Centred, bottom border</i>) Page numbers do not display ✓ (<i>award only if attempted</i>) Table of contents updated ✓ (<i>'7. Safety features are important' appears</i>) | 1 | | 3 | |
| | | 1 | | | |
| | | 1 | | | |
| 2.4 | Citation <ul style="list-style-type: none"> Citation source name of web page updated with text 'Facts for car buyers' ✓ | 1 | | 1 | |
| 2.5 | Indent <ul style="list-style-type: none"> Paragraph indentation set at 1.5 cm ✓ Any indentation applied to at least one paragraph ✓ | 1 | | 2 | |
| | | 1 | | | |
| 2.6 | Style: Heading 1 <ul style="list-style-type: none"> Font size set to 20 pt and font colour set to reddish ✓ Paragraph spacing set to 12 pt after ✓ Changes made to 'Heading 1' style ✓ | 1 | | 3 | |
| | | 1 | | | |
| | | 1 | | | |
| 2.7 | Footnote <ul style="list-style-type: none"> Footnote inserted on text 'emissions' ✓ Footnote appears below text ✓ (<i>check settings</i>) Footnote symbol '❏' inserted ✓ Footnote text 'Carbon dioxide' inserted ✓ | 1 | | 4 | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| 2.8 | Hyperlink <ul style="list-style-type: none"> Any hyperlink inserted ✓ on text 'So you have made your decision' Linked to webpage www.cars4you.co.za ✓ | 1 | | 2 | |
| | | 1 | | | |
| 2.9 | Alignment and Hyphenation <ul style="list-style-type: none"> Any part of document is justified ✓ (<i>not first paragraph</i>) Hyphenation set to automatic ✓ (<i>check hyphenation settings and don't only mark by inspection</i>) | 1 | | 2 | |
| | | 1 | | | |
| | Total for QUESTION 2 | | | [23] | |

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QUESTION 3

File name: 3Car

Total Q3: 32

- Mark the questions from the formulae and not the values/answers in the cell.
- Check against candidate's actual work (Cell references may differ, depending on the candidate's response).
- Candidate may use multiple formulae or cells as 'building blocks' to reach answers.
- Named ranges can be used instead of cell references.
- The answers must still be correct even if changes are made to the existing data.

| No | Criteria | Maximum Mark | | | Candidate Mark |
|-----------------------|--|--------------|--|---|----------------|
| Info worksheet | | | | | |
| 3.1 | Row 1: <ul style="list-style-type: none"> • Text 'MZANSI CAR SALES' inserted in cell A1 ✓ | 1 | | 1 | |
| 3.2 | Cell A3: =CONCATENATE(LEFT(B3,2), RIGHT(F3,3), K3) OR =LEFT(B3,2) & RIGHT(F3,3) & K3 OR =MID(B3,1,2) & MID(F3,2,3) & K3 <ul style="list-style-type: none"> • CONCATENATE function OR & ✓ • LEFT ✓ (B3,2) ✓ OR MID(B3,1,2) • RIGHT ✓ (F3,3) ✓ OR MID(F3,2,3) • K3 ✓ | 1 | | 6 | |
| 3.3 | Cell G4: =YEAR(TODAY())-F4 <ul style="list-style-type: none"> • YEAR ✓ • TODAY() ✓ OR NOW() • -F4 ✓ • Formatted to General/Number (decimal set to zero) to display as Integer ✓ | 1 | | 4 | |
| 3.4 | Column J: =UPPER(I3) <ul style="list-style-type: none"> • =Upper ✓(I3) • Function in cell J3 copied to cells J4:J57 ✓ Column I: <ul style="list-style-type: none"> • Column I hidden (not deleted) ✓ | 1 | | 3 | |

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| 3.5 | <p>Cell L4: =FIND(" ",K4) OR =SEARCH(" ", K4)</p> <ul style="list-style-type: none"> • FIND function ✓ • Used to determine position of space " " ✓ • In the correct cell (K4) ✓ | 1 1 1 | 3 | |
| 3.6 | <p>Cell M5: =MID(K5,L5+1,LEN(K5))</p> <p>OR =RIGHT(K5,LEN(K5)-L5)</p> <ul style="list-style-type: none"> • Function to extract (RIGHT OR MID) ✓ • Extracted from correct cell (K5) ✓ • From space +1 character to the last character OR last character to space +1 character ✓ • Function to determine length (LEN) ✓ • Correct cell length determined (K5) ✓ | 1 1 1 1 1 | 5 | |
| 3.7 | <p>Cell O6: =IF(F6>=2014,N6*10%,IF(F6>=2010,N6*20%,N6*30%))</p> <p>OR =IF(F6>=2014,N6*10%,IF(F6<=2009,N6*30%,N6*20%))</p> <p>OR =IF(F6<=2009,N6*30%,IF(F6>=2014,N6*10%,N6*20%))</p> <p>OR =IF(F6<=2009,N6*30%,IF(F6<=2013,N6*20%,N6*10%))</p> <p>OR =IF(F6>=2014,0.1*N6,IF(F6<=2009,0.3*N6,0.2*N6))</p> <p>OR =IF(F6>=2014,N6*10%,IF(AND(F6>=2010,F6<=2013),N6*20%,N6*30%))</p> <ul style="list-style-type: none"> • Nested IF syntax is correctly used ✓ • Condition >= 2014 and the value is 10%*N6 ✓ • Condition >= 2010 and the value is 20%*N6 ✓ • Condition <=2009 and the value is 30%*N6 ✓ | 1 1 1 1 | 4 | |

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| 3.8 | <p>Cell Q7: $= (N7 - O7 + P7) / 60$</p> <ul style="list-style-type: none"> • $(N7 - O7 + P7)$ OR $(N7 + P7 - O7)$ OR $(P7 + N7 - O7)$ ✓ • $/60$ ✓ | 1 1 | | 2 | |
| 3.9 | <p>Cell R8: $=VLOOKUP(E8, 'CO2'!\$A\$2:\$B\$10, 2)$</p> <p>OR $=VLOOKUP(E8, 'CO2'!\$A\$3:\$B\$10, 2)$</p> <p>OR $=VLOOKUP(E8, 'CO2'!A2:B10, 2)$</p> <ul style="list-style-type: none"> • Lookup value: E8 ✓ • Lookup range: 'CO2'!A2:B10 ✓ • Absolute cell reference on the whole range ✓ • Correct column: 2 ✓ | 1 1 1 1 | | 4 | |
| Total for QUESTION 3 | | | | [32] | |

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QUESTION 4

File name: 4Show

Total Q4: 21

- Mark the questions from the formulae and not the values/answers in the cell.
- Check against candidate's actual work (Cell references may differ, depending on the candidate's response).
- Candidate may use multiple formulae or cells as 'building blocks' to reach answers.
- Named ranges can be used instead of cell references.
- The answers must still be correct even if changes are made to the existing data.

| No | Criteria | Maximum Mark | | | Candidate Mark |
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| Types_Type worksheet | | | | | |
| 4.1 | Cell J15: =COUNTIF(A3:A57,"Toyota") <ul style="list-style-type: none"> • COUNTIF function ✓ • Range: A3:A57 OR A:A ✓ • Criteria: 'Toyota' OR I15 (in the Summary table, NOT in the data) ✓ | 1 1 1 | 1 1 1 | 3 | |
| 4.2 | Cell J18: =LARGE(J3:J16,2) <ul style="list-style-type: none"> • LARGE function ✓ • (J3:J16 ✓ • 2) ✓ | 1 1 1 | 1 1 1 | 3 | |
| 4.3 | Cell J19: =SUM(J3:J16) OR =COUNTA(A3:A57) (or columns B or C) OR =COUNT(D3:D57) (or columns E or F) <ul style="list-style-type: none"> • Function ✓ • Correct range linked to function ✓ | 1 1 | 1 1 | 2 | |
| 4.4 | Cell J20: =SUMIF(A3:A57,"VW",F3:F57) <ul style="list-style-type: none"> • SUMIF function ✓ • Criteria range: A3:A57 ✓ • Criteria: "VW" OR I11 (in the Summary table, NOT in the data) ✓ • Sum range: F3:F57 ✓ | 1 1 1 1 | 1 1 1 1 | 4 | |

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| 4.5 | <p>Conditional formatting: Cells J3:J16</p> <ul style="list-style-type: none"> • Conditional formatting applied to cells J13:J16 ✓ • Criteria applied: cells with unique values ✓ • Cells formatted with greenish fill colour ✓ | 1 | | 3 | |
| | | 1 | | | |
| | | 1 | | | |
| Motor worksheet | | | | | |
| 4.6 | <p>Chart/Graph:</p> <ul style="list-style-type: none"> • Vertical axis title 'Number of cars' added ✓ • Chart/Graph title changed to 'Makes Available' ✓ • No gaps between columns (<i>Gap width set to 0</i>) ✓ • 'Vary colours by point' ticked ✓ • Column borders changed to a solid line ✓ (<i>black</i>) • Chart/Graph moved to the Motors worksheet ✓ <p><i>(Note to marker: Search through Motor worksheet.)</i></p> | 1 | | 6 | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| Total for QUESTION 4 | | | | [21] | |

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| EXAMINATION NUMBER | | | | | | | | | | | | | | | | | | | |
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QUESTION 5

File name: 5Sales

Total Q5: 39

| No | Criteria | Maximum Mark | | | Candidate Mark |
|-----------------------|--|--------------|--|---|----------------|
| Table: tbSales | | | | | |
| 5.1.1 | Field: <i>Make</i> <ul style="list-style-type: none"> Field size set to 70 ✓ | 1 | | 1 | |
| 5.1.2 | Field: <i>Type</i> <ul style="list-style-type: none"> 'SUV' option added to dropdown field ✓ | 1 | | 1 | |
| 5.1.3 | Field: <i>SellDate</i> <ul style="list-style-type: none"> Data validation: >= ✓ NOW() OR DATE() ✓ Appropriate validation text added (<i>referring to date on/after current date</i>) ✓ | 2 | | 3 | |
| | | 1 | | | |
| 5.1.4 | Field: <i>Photo</i> <ul style="list-style-type: none"> Data type: OLE object/hyperlink ✓ | 1 | | 1 | |
| 5.1.5 | Field: <i>RegNumber</i> Input Mask: >LLAa <ul style="list-style-type: none"> Capital letters: > ✓ LL – two compulsory letters ✓ A – one compulsory letter or digit ✓ a – one optional letter or digit ✓ | | | 4 | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| Query: qry5_2 | | | | | |
| 5.2 | <ul style="list-style-type: none"> <i>Title</i> field added anywhere in query ✓ <i>Surname</i> field moved to before <i>Initials</i> field ✓ Ascending sort on <i>Surname</i> field ✓ Ascending sort on <i>Initials</i> field ✓ | 1 | | 4 | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| Query: qry5_3 | | | | | |
| 5.3 | Calculated field: <i>Balance</i>: [SellingPrice]-([Deposit]+[Paid]) <ul style="list-style-type: none"> Calculated field <i>Balance</i> added ✓ Calculation: [SellingPrice] - ✓ ([Deposit] ✓ + [Paid]) ✓ OR [SellingPrice] - [Deposit] - [Paid] Format <i>SellingPrice</i> field to currency ✓ (<i>accept any currency</i>) | 1 | | 5 | |
| | | 3 | | | |
| | | | | | |
| | | 1 | | | |

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| EXAMINATION NUMBER | | | | | | | | | | | | | | | | | | | | |
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Query: qry5_4

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|-----------|--|-------------------------------------|-------------------------------------|-------|---------------|--------|--------|--------|--------|-------|--|--|--|-------|-------------------------------------|-------------------------------------|-------------------------------------|-----------|----------|--|----------|-----|--------|--|----------|--------|--------------|-------|---------------|--------|--------|--------|--------|-------|--|--|--|-------|-------------------------------------|-------------------------------------|-------------------------------------|-----------|--------------------|--|----------|-------------|--|---|--|
| 5.4 | <table border="1" style="width: 100%;"> <tr> <td>Field:</td> <td>Manufacturer</td> <td>Model</td> <td>PurchasePrice</td> </tr> <tr> <td>Table:</td> <td>tbCars</td> <td>tbCars</td> <td>tbCars</td> </tr> <tr> <td>Sort:</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Show:</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td>Criteria:</td> <td>"Nissan"</td> <td></td> <td><=100000</td> </tr> <tr> <td>or:</td> <td>"Ford"</td> <td></td> <td><=100000</td> </tr> </table> <table border="1" style="width: 100%;"> <tr> <td>Field:</td> <td>Manufacturer</td> <td>Model</td> <td>PurchasePrice</td> </tr> <tr> <td>Table:</td> <td>tbCars</td> <td>tbCars</td> <td>tbCars</td> </tr> <tr> <td>Sort:</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Show:</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td>Criteria:</td> <td colspan="2">"Nissan" OR "Ford"</td> <td><=100000</td> </tr> </table> <ul style="list-style-type: none"> • <i>Manufacturer</i> criteria: "Nissan" ✓ or "Ford" ✓ • OR operator ✓ (<i>PurchasePrice</i> criteria on both lines) • <i>PurchasePrice</i> criteria: <= 100000 ✓ <p>(Note to marker: 10 records expected.)</p> | Field: | Manufacturer | Model | PurchasePrice | Table: | tbCars | tbCars | tbCars | Sort: | | | | Show: | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Criteria: | "Nissan" | | <=100000 | or: | "Ford" | | <=100000 | Field: | Manufacturer | Model | PurchasePrice | Table: | tbCars | tbCars | tbCars | Sort: | | | | Show: | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Criteria: | "Nissan" OR "Ford" | | <=100000 | 2 1 1 | | 4 | |
| Field: | Manufacturer | Model | PurchasePrice | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Table: | tbCars | tbCars | tbCars | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sort: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Show: | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Criteria: | "Nissan" | | <=100000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| or: | "Ford" | | <=100000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Field: | Manufacturer | Model | PurchasePrice | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Table: | tbCars | tbCars | tbCars | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sort: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Show: | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Criteria: | "Nissan" OR "Ford" | | <=100000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Form: frm5_5

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| 5.5 | <ul style="list-style-type: none"> • Image 5Old.jpg in the form header ✓ • <i>Colour</i> field added to form ✓ • <i>Popular</i> checkbox default value set to No/False/0 ✓ • Function: =[PurchasePrice] ✓+ ✓ [PurchasePrice] ✓ * ✓ 0.1 ✓ <p>OR</p> <p>Function: =[PurchasePrice] * 1.1 OR * 110/100 OR * 11/10</p> | 1 1 1 2 3 | | 8 | |
|-----|---|-----------------------|--|---|--|

Report: rpt5_6

| | | | | | |
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| 5.6 | <ul style="list-style-type: none"> • Orientation changed to landscape ✓ • Second grouping added on <i>Year</i> field ✓ • =Count([PurchasePrice]) changed to =Sum([PurchasePrice]) ✓ • Format changed to currency ✓ • =Year(Date()) changed to =Month(Date()) ✓ • =AVG ✓ ([PurchasePrice]) ✓ in <i>Manufacturers</i> group footer/header ✓ | 1 1 1 1 1 2 1 | | 8 | |
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| Total for QUESTION 5 | | | [39] | |
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| EXAMINATION NUMBER | | | | | | | | | | | | | | | | | | | | |
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QUESTION 6

File name: 6Beware

Total Q6: 19

- This question should be marked from the HTML code.
- Numerical attribute values do not need to be in inverted commas.
- A maximum of 1 mark will be deducted if one or more closing tags are omitted.

| No | Criteria | Maximum Mark | | | Candidate Mark |
|-----|--|--------------|---|---|----------------|
| | | | | | |
| 6.1 | Heading 1 font type <h1>Unsafe Driving in the Cellphone Era</h1> • Font changed to Tahoma ✓ • Font size correctly set to 24 ✓ | | | 2 | |
| | | 1 | 1 | | |
| 6.2 | Horizontal line <hr/> • Horizontal line inserted ✓ | 1 | | 1 | |
| 6.3 | Picture and border <p align="center"></p> OR <center>"></center> • Picture aligned to centred ✓ • Border around picture 5 pt ✓ | | | 2 | |
| | | 1 | 1 | | |
| 6.4 | Heading <h2>Driver Behaviour: Distracted While Driving.</h2> • Text 'Driver Behaviour: Distracted While Driving.' appears as heading 2 ✓ | 1 | | 1 | |
| 6.5 | Hyperlink to anchor driver distraction • Link tags correctly inserted ✓ • On words 'driver distraction' ✓ • Correct anchor name ✓ | | | 3 | |
| | | 1 | | | |
| | | 1 | 1 | | |

EXAMINATION
NUMBER

| | | | | | |
|-------|--|----|---|-------------|--|
| 6.6 | Bulleted list <i>Handling the phone: dialling, answering, text messaging, etc.</i> <i>The conversation introduced to the environment.</i> <ul style="list-style-type: none"> • Unordered list created ✓ • List items added ✓ | 1 | 1 | 2 | |
| 6.7.1 | Table <Table border="5" bgcolor="lightblue" cellpadding="3" width="80%"> <ul style="list-style-type: none"> • Table background colour changed to 'lightblue' ✓ • Cellpadding set to 3 ✓ • Table width set to 80% ✓ | 1 | 1 | 3 | |
| 6.7.2 | <tr height="80" valign="bottom"> <th><i>ACTION</i></th> <ul style="list-style-type: none"> • Row height set to 80 ✓ • Vertical alignment set to bottom ✓ • Tags added to display 'Action' in italic ✓ (accept em) | 1 | 1 | 3 | |
| 6.7.3 | <td>14%</td> <ul style="list-style-type: none"> • Data '14%' added to fourth row, third column ✓ | 1 | | 1 | |
| 6.7.4 | <td align="center" colspan="3">BE ALERT!!!</td> <ul style="list-style-type: none"> • Cells in the last row merged ✓ | 1 | | 1 | |
| | Closing tag(s) or triangular brackets omitted | -1 | | | |
| | Total for QUESTION 6 | | | [19] | |

| | | | | | | | | | | | | | | | | | | | | |
|--------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| EXAMINATION NUMBER | | | | | | | | | | | | | | | | | | | | |
|--------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

QUESTION 7

Total Q7: 22

File names: 7Statem, 7Acc, 7Chart, 7Buy, 7Answ

| No | Criteria | Maximum Mark | | | Candidate Mark |
|----------------|---|--------------|--|---|----------------|
| 7Statem | | | | | |
| 7.1 | Linking data source <ul style="list-style-type: none"> 7Statem linked to tbClients table ✓ of 7Acc database ✓ | 1 | | 2 | |
| | | 1 | | | |
| 7.2 | Insert fields from data source <ul style="list-style-type: none"> Text '<Insert Initials>' replaced by Initials field and/or text '<Insert Surname>' replaced by Surname field ✓ (accept if only one field inserted) | 1 | | 1 | |
| 7.3 | Form Controls <ul style="list-style-type: none"> Date form control: <ul style="list-style-type: none"> Form control: Text form control/Date Picker form control ✓ Data type: Date ✓ 'Amount Due' form control: <ul style="list-style-type: none"> Data type: Number ✓ Number format: Currency with two decimal places/ R####0.00;(R####0.0) OR R#.##0.00;(R#.##0.00) ✓ Dropdown form field: <ul style="list-style-type: none"> Dropdown form control field added ✓ At least one option added: 'Up to date'/'Behind' ✓ | 1 | | 6 | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| 7Chart | | | | | |
| 7.4 | Insert graph/chart data <ul style="list-style-type: none"> Column chart inserted ✓ Interval of y-axis set to 10000 ✓ Only data for 2014 appear ✓ Major units on x-axis fixed to 3 Months ✓ Legend displays correct text 'Cars sold' ✓ Data labels added ✓ | 1 | | 6 | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |
| | | 1 | | | |

| | | | | | | | | | | | | | | | | | | | |
|--------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| EXAMINATION NUMBER | | | | | | | | | | | | | | | | | | | |
|--------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

- Accept any method that will yield the correct answer.
- Allocate full marks if the answer is correct. One mark for the answer and one/two mark/s for the method. If the answer is incorrect check the method and allocate one/two mark/s for the correct method.

| 7Answ_Antw | | | | |
|------------|--|---|--|-------------|
| 7.5.1 | How many records contain the text 'wood' in the city name? • 10 ✓ Method: • Filter city : contains "Wood" ✓ OR • Criteria on city: Like "*Wood*" | 1 | | 2 |
| | | 1 | | |
| 7.5.2 | How many records contain buyers with two initials only? • 113 ✓ Method: • Use a query with a criteria on initials: Like "??" OR LEN([Initials])=2 ✓ OR • Use an advanced filter field: LEN([Initials]) criteria = 2 | 1 | | 2 |
| | | 1 | | |
| 7.5.3 | What is the average price paid by all car buyers from Durban? • 125350.125 OR 125350.13 OR 125350 ✓ Method: • City field criteria: Durban ✓ • Price field: Group by Avg ✓ OR • Filter on City field. Insert a Total and calculate Average OR • Filter table on City field. Copy to spreadsheet and use Average function | 1 | | 3 |
| | | 1 | | |
| | | 1 | | |
| | Total for QUESTION 7 | | | [22] |
| | TOTAL | | | 180 |