INFORMATION AND COMMUNICATION TECHNOLOGY　　　　　　**0417/31**

Paper 3 Practical Test B　　　　　　　　　　　　　　　　　　**May/June 2019**

MARK SCHEME

Maximum Mark: 80

Published

This syllabus is regulated for use in England, Wales and Northern Ireland as a Cambridge International Level 1/Level 2 Certificate.

This document consists of **12** printed pages.

Cambridge Assessment International Education

© UCLES 2019　　　　　　　　　　　　　　　　　　　　　　　　　　　　　**[Turn over**

Generic Marking Principles

These general marking principles must be applied by all examiners when marking candidate answers. They should be applied alongside the specific content of the mark scheme or generic level descriptors for a question. Each question paper and mark scheme will also comply with these marking principles.

GENERIC MARKING PRINCIPLE 1:

Marks must be awarded in line with:

• the specific content of the mark scheme or the generic level descriptors for the question
• the specific skills defined in the mark scheme or in the generic level descriptors for the question
• the standard of response required by a candidate as exemplified by the standardisation scripts.

GENERIC MARKING PRINCIPLE 2:

Marks awarded are always **whole marks** (not half marks, or other fractions).

GENERIC MARKING PRINCIPLE 3:

Marks must be awarded **positively**:

• marks are awarded for correct/valid answers, as defined in the mark scheme. However, credit is given for valid answers which go beyond the scope of the syllabus and mark scheme, referring to your Team Leader as appropriate
• marks are awarded when candidates clearly demonstrate what they know and can do
• marks are not deducted for errors
• marks are not deducted for omissions
• answers should only be judged on the quality of spelling, punctuation and grammar when these features are specifically assessed by the question as indicated by the mark scheme. The meaning, however, should be unambiguous.

GENERIC MARKING PRINCIPLE 4:

Rules must be applied consistently e.g. in situations where candidates have not followed instructions or in the application of generic level descriptors.

GENERIC MARKING PRINCIPLE 5:

Marks should be awarded using the full range of marks defined in the mark scheme for the question (however; the use of the full mark range may be limited according to the quality of the candidate responses seen).

GENERIC MARKING PRINCIPLE 6:

Marks awarded are based solely on the requirements as defined in the mark scheme. Marks should not be awarded with grade thresholds or grade descriptors in mind.

Last revised on: 02/08/2019 13:14

A Candidate Z2999 9999

	A	B	C	D	E	F	G	H	I	J	K
1							**SDS Weekly Pay**				
3	*Office*			*Job*							
4	*Office code*	*Office name*		*Job code*	*Job description*	*Rate of pay*					
5	A	Amsterdam		S1	Office Sales	€10.00					
6	B	Brussels		SA	Sales Assistant	€8.00					
7	C	Cologne		S2	Sales Accounts	€11.90					
8	D	Dresden		M2	Manufacturing	€10.20					
9	E	Edinburgh		D	Distribution	€8.00					
10	F	Ankara		A	Administration /Office	€8.00					
11	L	London		M1	Manufacturing	€12.50					
12	T	Turin		SM	Sales Manager	€12.25					
13	Z	Zagreb		DM	Distribution manager	€12.25					
14											
15	*Employees*										
16	*Payroll number*	*First name*	*Last name*	*Office code*	*Job code*	*Office name*	*Job description*	*Contract hours*	*Hours worked*	*Rate*	*Pay*
17	SDS0001	Matthias	O'Neil	F	M1	Ankara	Manufacturing	25	25	€12.50	€312.50

Spreadsheet	Old rows 3 to 7 inclusive deleted	1 mark
Row 1	A1 to K1 merged	1 mark
	Sans-serif right aligned font	1 mark
	SDS Weekly Pay 100% accurate	1 mark
	White large font	1 mark
	Dark green background	1 mark
Row 2	Row height less than half row 5	1 mark
Rows 3,4,15,16	Serif, bold, italic font	1 mark
	Text wrapped in cells with no split words	1 mark
	Centre aligned text	1 mark
Rows 5-13	Office data & Job data - Border & fill	1 mark

| Header | **Last revised on:** date space time on left | 1 mark |
| | Candidate name, centre number and candidate number on right | 1 mark |

Last revised on: 04/05/2019 11:16   A Candidate Z2999 9999

	A	B	C	D	E	F	G	H
1								
3	*Office*			*Job*				
4	*Office code*	*Office name*		*Job code*	*Job description*	*Rate of pay*		
5	A	Amsterdam		S1	Office Sales	10		
6	B	Brussels		SA	Sales Assistant	8		
7	C	Cologne		S2	Sales Accounts	11.9		
8	D	Dresden		M2	Manufacturing	10.2		
9	E	Edinburgh		D	Distribution	8		
10	F	Ankara		A	Administration /Office	8		
11	L	London		M1	Manufacturing	12.5		
12	T	Turin		SM	Sales Manager	12.25		
13	Z	Zagreb		DM	Distribution manager	12.25		
14								
15	*Employees*							
16	*Payroll number*	*First name*	*Last name*	*Office code*	*Job code*	*Office name*	*Job description*	*Contract hours*
17	SDS0001	Matthias	O'Neil	F	M1	=VLOOKUP(D17,offices,2,0)	=VLOOKUP(E17,$D$5:$E$13,2,0)	25
18	SDS0002	Alfonso	Irizarry	F	S1	=VLOOKUP(D18,offices,2,0)	=VLOOKUP(E18,$D$5:$E$13,2,0)	25

Office name	=VLOOKUP ( ) used	1 mark
	Cell reference D17,	1 mark
	Named range offices	1 mark
	Correct return column ,2	1 mark

25	SDS0013	Holly	White	F	M1	=VLOOKUP(D25,offices,2,0)	=VLOOKUP...	25
26	SDS0014	Michael	Dribble	L	S1	=VLOOKUP(D26,offices,2,0)	=...	25
27	SDS0015	Pablo	Ramirez	F	M1	=VLOOKUP(D27,offices,2,0)	...$E$13,2,0)	25
28	SDS0016	Heine	Weissmuller	L	A	=VLOOKUP(D28,offices,2,0)	...$E$13,2,0)	12

Last revised on: 04/05/2019   999 9999

Job description	=VLOOKUP ( )	1 mark
	Cell reference E17	1 mark
	Absolute range $D$5:$E$13	1 mark
	,2	1 mark
	,0 or ,FALSE	1 mark

	A	B	C	D	E	F	G	H
29	SDS0017	Gertrude						
30	SDS0018	Tracy						
31	SDS0021	Summer						
32	SDS0022	Karoline						
33	SDS0025	Sandra	Cooper	E	S1	=VLOOKUP(D33,offices,2,0)	=VLOOKUP(E33,$D$5:$E$13,2,0)	30
34	SDS0026	Stuart	Davies	C	S1	=VLOOKUP(D34,offices,2,0)	=VLOOKUP(E34,$D$5:$E$13,2,0)	25
35	SDS0027	Jens	Maloi	L	SM	=VLOOKUP(D35,offices,2,0)	=VLOOKUP(E35,$D$5:$E$13,2,0)	40
36	SDS0028	Claire	Turner	B	S1	=VLOOKUP(D36,offices,2,0)	=VLOOKUP(E36,$D$5:$E$13,2,0)	25
37	SDS0029	Karla	Maier	F	SA	=VLOOKUP(D37,offices,2,0)	=VLOOKUP(E37,$D$5:$E$13,2,0)	25
38	SDS0033	Amy	Nichols	A	S1	=VLOOKUP(D38,offices,2,0)	=VLOOKUP(E38,$D$5:$E$13,2,0)	25
39	SDS0034	Antonio	Rangel	F	M1	=VLOOKUP(D39,offices,2,0)	=VLOOKUP(E39,$D$5:$E$13,2,0)	25
40	SDS0035	Dietmar	Strauss	Z	S1	=VLOOKUP(D40,offices,2,0)	=VLOOKUP(E40,$D$5:$E$13,2,0)	25
41	SDS0036	Graham	White	F	M2	=VLOOKUP(D41,offices,2,0)	=VLOOKUP(E41,$D$5:$E$13,2,0)	25
42	SDS0037	Pablo	Bravo	E	A	=VLOOKUP(D42,offices,2,0)	=VLOOKUP(E42,$D$5:$E$13,2,0)	20
43	SDS0038	Felix	Sankt	L	SA	=VLOOKUP(D43,offices,2,0)	=VLOOKUP(E43,$D$5:$E$13,2,0)	25
44	SDS0039	Juana	Rangel	F	M1	=VLOOKUP(D44,offices,2,0)	=VLOOKUP(E44,$D$5:$E$13,2,0)	12
45	SDS0040	Juan Carlos	Vega	F	A	=VLOOKUP(D45,offices,2,0)	=VLOOKUP(E45,$D$5:$E$13,2,0)	25
46	SDS0041	Josef	Ritter	F	M1	=VLOOKUP(D46,offices,2,0)	=VLOOKUP(E46,$D$5:$E$13,2,0)	20
47	SDS0042	Agathe	Thalberg	F	M1	=VLOOKUP(D47,offices,2,0)	=VLOOKUP(E47,$D$5:$E$13,2,0)	25
48	SDS0043	Karthilene	Platt	T	D	=VLOOKUP(D48,offices,2,0)	=VLOOKUP(E48,$D$5:$E$13,2,0)	10
49	SDS0045	Peggy	Hedges	Z	S1	=VLOOKUP(D49,offices,2,0)	=VLOOKUP(E49,$D$5:$E$13,2,0)	30
50	SDS0048	Nadine	Ross	L	D	=VLOOKUP(D50,offices,2,0)	=VLOOKUP(E50,$D$5:$E$13,2,0)	12
51	SDS0049	Peter	Damji	F	M1	=VLOOKUP(D51,offices,2,0)	=VLOOKUP(E51,$D$5:$E$13,2,0)	20
52	SDS0051	Angelina	Reliant	F	DM	=VLOOKUP(D52,offices,2,0)	=VLOOKUP(E52,$D$5:$E$13,2,0)	25
53	SDS0052	Tracy	Cushing	T	S1	=VLOOKUP(D53,offices,2,0)	=VLOOKUP(E53,$D$5:$E$13,2,0)	25
54	SDS0053	Liontin	Arrowsmith	E	D	=VLOOKUP(D54,offices,2,0)	=VLOOKUP(E54,$D$5:$E$13,2,0)	12
55	SDS0054	Taran	Hafez	F	M1	=VLOOKUP(D55,offices,2,0)	=VLOOKUP(E55,$D$5:$E$13,2,0)	12
56	SDS0055	Friederike	Trommler	Z	S1	=VLOOKUP(D56,offices,2,0)	=VLOOKUP(E56,$D$5:$E$13,2,0)	25
57	SDS0056	Kratika	Gupta	A	D	=VLOOKUP(D57,offices,2,0)	=VLOOKUP(E57,$D$5:$E$13,2,0)	30
58	SDS0057	Des	Coupland	B	D	=VLOOKUP(D58,offices,2,0)	=VLOOKUP(E58,$D$5:$E$13,2,0)	30
59	SDS0058	David	Irizarry	C	D	=VLOOKUP(D59,offices,2,0)	=VLOOKUP(E59,$D$5:$E$13,2,0)	30
60	SDS0059	Paul	Clarke	D	D	=VLOOKUP(D60,offices,2,0)	=VLOOKUP(E60,$D$5:$E$13,2,0)	30

Last revised on: 04/05/2019 11:18   A Candidate 22999 9999

	A	B	C	D	E	F	G	H
61	SDSD060	Otmar	Weber	E	D	=VLOOKUP(D61,offices,2,0)	=VLOOKUP(E61,$D$5:$E$13,2,0)	10
62	SDSD062	Angie	White	F	D	=VLOOKUP(D62,offices,2,0)	=VLOOKUP(E62,$D$5:$E$13,2,0)	25
63	SDSD063	Adelina	Sanger	L	D	=VLOOKUP(D63,offices,2,0)	=VLOOKUP(E63,$D$5:$E$13,2,0)	30
64	SDSD064	Karl	Seiler	T	D	=VLOOKUP(D64,offices,2,0)	=VLOOKUP(E64,$D$5:$E$13,2,0)	30
65	SDSD065	Dietmar	Pabst	Z	D	=VLOOKUP(D65,offices,2,0)	=VLOOKUP(E65,$D$5:$E$13,2,0)	10
66								
67								Count

Last revised on: 04/05/2019 11:19   A Candidate 22999 9999

	I	J	K
1			**SDS Weekly Pay**
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16	**Hours worked**	**Rate**	**Pay**
17	25	=VLOOKUP(E17,$D$5:$F$13,3,0)	=I17*J17
18	16	=VLOOKUP(E18,$D$5:$F$13,3,0)	=I18*J18
19	12	=VLOOKUP(E19,$D$5:$F$13,3,0)	=I19*J19
20	25	=VLOOKUP(E20,$D$5:$F$13,3,0)	=I20*J20
21	25	=VLOOKUP(E21,$D$5:$F$13,3,0)	=I21*J21
22	20	=VLOOKUP(E22,$D$5:$F$13,3,0)	=I22*J22
23	25	=VLOOKUP(E23,$D$5:$F$13,3,0)	=I23*J23
24	24	=VLOOKUP(E24,$D$5:$F$13,3,0)	=I24*J24
25	25	=VLOOKUP(E25,$D$5:$F$13,3,0)	=I25*J25
26	25	=VLOOKUP(E26,$D$5:$F$13,3,0)	=I26*J26
27	25	=VLOOKUP(E27,$D$5:$F$13,3,0)	=I27*J27
28	0	=VLOOKUP(E28,$D$5:$F$13,3,0)	=I28*J28

Rate	=VLOOKUP(E17,…)	1 mark
	Absolute range $D$5:$F$13	1 mark
	,3,0	1 mark

Pay	=I17	1 mark
	*J17	1 mark
Replication	All 4 columns replicated	1 mark

Last revised on: 04/05/2019 11:25   A Candidate ZZ999 9999

	I	J	K
29	38	=VLOOKUP(E29,$D$5:$F$13,3,0)	=I29*J29
30	12	=VLOOKUP(E30,$D$5:$F$13,3,0)	=I30*J30
31	25	=VLOOKUP(E31,$D$5:$F$13,3,0)	=I31*J31
32	12	=VLOOKUP(E32,$D$5:$F$13,3,0)	=I32*J32
33	0	=VLOOKUP(E33,$D$5:$F$13,3,0)	=I33*J33
34	25	=VLOOKUP(E34,$D$5:$F$13,3,0)	=I34*J34
35	40	=VLOOKUP(E35,$D$5:$F$13,3,0)	=I35*J35
36	25	=VLOOKUP(E36,$D$5:$F$13,3,0)	=I36*J36
37	25	=VLOOKUP(E37,$D$5:$F$13,3,0)	=I37*J37
38	34	=VLOOKUP(E38,$D$5:$F$13,3,0)	=I38*J38
39	25	=VLOOKUP(E39,$D$5:$F$13,3,0)	=I39*J39
40	25	=VLOOKUP(E40,$D$5:$F$13,3,0)	=I40*J40
41	25	=VLOOKUP(E41,$D$5:$F$13,3,0)	=I41*J41
42	22	=VLOOKUP(E42,$D$5:$F$13,3,0)	=I42*J42
43	25	=VLOOKUP(E43,$D$5:$F$13,3,0)	=I43*J43
44	12	=VLOOKUP(E44,$D$5:$F$13,3,0)	=I44*J44
45	25	=VLOOKUP(E45,$D$5:$F$13,3,0)	=I45*J45
46	20	=VLOOKUP(E46,$D$5:$F$13,3,0)	=I46*J46
47	25	=VLOOKUP(E47,$D$5:$F$13,3,0)	=I47*J47
48	10	=VLOOKUP(E48,$D$5:$F$13,3,0)	=I48*J48
49	25	=VLOOKUP(E49,$D$5:$F$13,3,0)	=I49*J49
50	12	=VLOOKUP(E50,$D$5:$F$13,3,0)	=I50*J50
51	20	=VLOOKUP(E51,$D$5:$F$13,3,0)	=I51*J51
52	25	=VLOOKUP(E52,$D$5:$F$13,3,0)	=I52*J52
53	16	=VLOOKUP(E53,$D$5:$F$13,3,0)	=I53*J53
54	12	=VLOOKUP(E54,$D$5:$F$13,3,0)	=I54*J54
55	12	=VLOOKUP(E55,$D$5:$F$13,3,0)	=I55*J55
56	25	=VLOOKUP(E56,$D$5:$F$13,3,0)	=I56*J56
57	30	=VLOOKUP(E57,$D$5:$F$13,3,0)	=I57*J57
58	30	=VLOOKUP(E58,$D$5:$F$13,3,0)	=I58*J58
59	30	=VLOOKUP(E59,$D$5:$F$13,3,0)	=I59*J59
60	30	=VLOOKUP(E60,$D$5:$F$13,3,0)	=I60*J60

Last revised on: 04/05/2019 11:26   A Candidate ZZ999 9999

	I	J	K
61	12	=VLOOKUP(E61,$D$5:$F$13,3,0)	=I61*J61
62	25	=VLOOKUP(E62,$D$5:$F$13,3,0)	=I62*J62
63	42	=VLOOKUP(E63,$D$5:$F$13,3,0)	=I63*J63
64	40	=VLOOKUP(E64,$D$5:$F$13,3,0)	=I64*J64
65	30	=VLOOKUP(E65,$D$5:$F$13,3,0)	=I65*J65
66			
67	=COUNTIF(I17:I65,">0")		=SUM(K17:K65)

Count	=COUNTIF( )	1 mark
	I17:I65,	1 mark
	">0"	1 mark
Total	=SUM (K17:K65)	1 mark

Printout	Row and column headings displayed	1 mark
	Landscape and fully visible	1 mark

Last revised on: 02/08/2019 13:29   A Candidate Z2999 9999

SDS Weekly Pay

	Office			Job							
	Office code	Office name		Job code	Job description	Rate of pay					
	A	Amsterdam		S1	Office Sales	€10.00					
	B	Brussels		SA	Sales Assistant	€8.00					
	C	Cologne		S2	Sales Accounts	€11.90					
	D	Dresden		M2	Manufacturing	€10.20					
	E	Edinburgh		D	Distribution	€8.00					
	F	Ankara		A	Administration /Office	€8.00					
	L	London		M1	Manufacturing	€12.50					
	T	Turin		SM	Sales Manager	€12.25					
	Z	Zagreb		DM	Distribution manager	€12.25					

Employees

Payroll number	First name	Last name	Office code	Job code	Office name	Job description	Contract hours	Hours worked	Rate	Pay
SDS0001	Matthias	O'Neil	F	M1	Ankara	Manufacturing	25	25	€12.50	€312.50
SDS0002	Alfonso	Irizarry	F	S1	Ankara	Office Sales	25	18	€10.00	€180.00
SDS0003	Tracy	Smith	F	M1	Ankara	Manufacturing	12	12	€12.50	€150.00
SDS0007	Oliver	Maurer	F	S1	Ankara	Office Sales	25	25	€10.00	€250.00
SDS0008	Soren	Nadel	D	S1	Dresden	Office Sales	25	25	€10.00	€250.00
SDS0009	Lola	Oldham	D	S2	Dresden	Sales Accounts	20	20	€11.90	€238.00
SDS0010	Lu	Wang	F	S1	Ankara	Office Sales	25	25	€10.00	€250.00
SDS0012	Sergie	Anaya	F	S1	Ankara	Office Sales	25	24	€10.00	€240.00
SDS0013	Holly	White	F	M1	Ankara	Manufacturing	25	25	€12.50	€312.50
SDS0014	Michael	Dribble	L	S1	London	Office Sales	25	25	€10.00	€250.00
SDS0015	Pablo	Ramirez	F	M1	Ankara	Manufacturing	25	25	€12.50	€312.50
SDS0016	Heinz	Weissmuller	L	A	London	Administration /Office	12	0	€8.00	€0.00

> Data entry   Hours worked 100% accurate and contract hours copied   1 mark
> Format   Rate of pay, Rate & Pay in Euros to 2dp   1 mark
>   Single page wide and fully visible   1 mark

SDS0017	Gertrude	Fischer	E	A	Edinburgh	Administration /Office	38	38	€8.00	€304.00
SDS0018	Tracy	Foyle	F	M1	Ankara	Manufacturing	30	32	€12.50	€400.00
SDS0021	Summer	Kaceratchi	F	M1	Ankara	Manufacturing	25	25	€12.50	€312.50
SDS0022	Karoline	Strauss	F	A	Ankara	Administration /Office	12	12	€8.00	€96.00
SDS0025	Sandra	Cooper	E	S1	Edinburgh	Office Sales	30	0	€10.00	€0.00
SDS0026	Stuart	Davies	C	S1	Cologne	Office Sales	25	25	€10.00	€250.00
SDS0027	Jens	Maloi	L	SM	London	Sales Manager	40	40	€12.25	€490.00
SDS0028	Claire	Turner	B	S1	Brussels	Office Sales	25	25	€10.00	€250.00
SDS0029	Karla	Maier	F	SA	Ankara	Sales Assistant	25	25	€8.00	€200.00
SDS0033	Amy	Nichols	A	S1	Amsterdam	Office Sales	25	54	€10.00	€540.00
SDS0034	Antonio	Rangel	F	M1	Ankara	Manufacturing	25	25	€12.50	€312.50
SDS0035	Dietmar	Strauss	Z	S1	Zagreb	Office Sales	25	25	€10.00	€250.00
SDS0036	Graham	White	F	M2	Ankara	Manufacturing	25	25	€10.20	€255.00
SDS0037	Pablo	Bravo	E	A	Edinburgh	Administration /Office	20	22	€8.00	€176.00
SDS0038	Felix	Sankt	L	SA	London	Sales Assistant	25	25	€8.00	€200.00
SDS0039	Juana	Rangel	F	M1	Ankara	Manufacturing	12	12	€12.50	€150.00
SDS0040	Juan Carlos	Vega	F	A	Ankara	Administration /Office	25	25	€8.00	€200.00
SDS0041	Josef	Ritter	F	M1	Ankara	Manufacturing	20	20	€12.50	€250.00
SDS0042	Agathe	Thalberg	F	M1	Ankara	Manufacturing	25	25	€12.50	€312.50
SDS0043	Katharine	Platt	F	D	Ankara	Distribution	10	10	€8.00	€80.00
SDS0045	Peggy	Hedges	Z	S1	Zagreb	Office Sales	30	25	€10.00	€250.00
SDS0048	Nadine	Ross	L	D	London	Distribution	12	12	€8.00	€96.00
SDS0049	Peter	Denyi	F	M1	Ankara	Manufacturing	20	20	€12.50	€250.00
SDS0051	Angelina	Reliant	F	DM	Ankara	Distribution manager	25	25	€12.25	€306.25
SDS0052	Tracy	Cushing	T	S1	Turin	Office Sales	25	18	€10.00	€180.00
SDS0053	Liortin	Arrowsmith	E	D	Edinburgh	Distribution	12	12	€8.00	€96.00
SDS0054	Taran	Hafez	F	M1	Ankara	Manufacturing	12	12	€12.50	€150.00
SDS0055	Friederike	Troemeler	Z	S1	Zagreb	Office Sales	25	25	€10.00	€250.00
SDS0056	Kratka	Gupta	A	D	Amsterdam	Distribution	30	30	€8.00	€240.00
SDS0057	Des	Coupland	B	D	Brussels	Distribution	30	30	€8.00	€240.00
SDS0058	David	Irizarry	C	D	Cologne	Distribution	30	30	€8.00	€240.00
SDS0059	Paul	Clarke	D	D	Dresden	Distribution	30	30	€8.00	€240.00
SDS0060	Otmar	Weber	E	D	Edinburgh	Distribution	30	12	€8.00	€96.00

62	SDS0062	Angie	White	P	D		Ankara	Distribution		25	25	€8.00	€200.00
63	SDS0063	Adelina	Sanger	L	D		London	Distribution		30	42	€8.00	€336.00
64	SDS0064	Karl	Seiler	T	D		Turin	Distribution		30	40	€8.00	€320.00
65	SDS0065	Dietmar	Pabst	Z	D		Zagreb	Distribution		30	30	€8.00	€240.00
66													
67										Count	47		€11,264.25

SDS Weekly Pay

Payroll number	First name	Last name	Office name	Job description	Pay
SDS0014	Michael	Dribble	London	Office Sales	€250.00
SDS0045	Peggy	Hedges	Zagreb	Office Sales	€250.00
SDS0027	Jens	Maloi	London	Sales Manager	€490.00
SDS0038	Felix	Sankt	London	Sales Assistant	€200.00
SDS0035	Dietmar	Strauss	Zagreb	Office Sales	€250.00
SDS0055	Friederike	Trommler	Zagreb	Office Sales	€250.00

Extract	Work in London or Zagreb	1 mark
	Sales in Job description	1 mark
	Sorted ascending on Last name	1 mark
	Rows 3–15 and 67 hidden	1 mark
	Columns D, E, H, I, J hidden	1 mark
	Single page fully visible	1 mark

Evidence 1

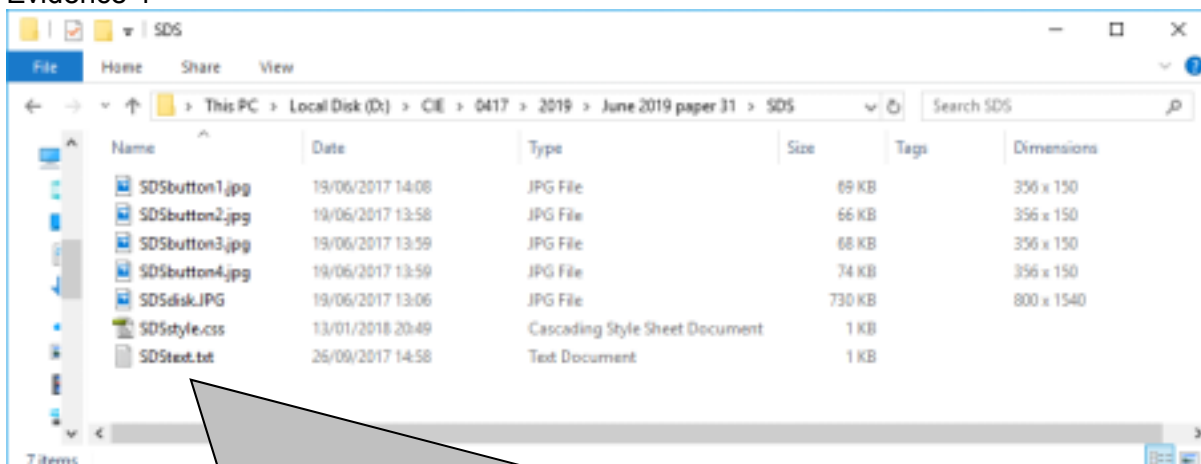|	
Correct cells A5 to B13	1 mark
Correct name offices	1 mark

Evidence 2

Extreme data: 1, 12	2 marks
Abnormal data: any item of text, <1, >12, decimal/fraction	1 mark
Normal data: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12	1 mark

Evidence 3

Four from:
text-allign misspelt so won't work	1 mark
It will never open the default sans serif font as ; after Arial	1 mark
Ineffective as it is a class not a style	1 mark
font-size statement is correct and works	1 mark
font-family would set font to Arial if it is available	1 mark

Evidence 4

Screen shot includes folder name, all filenames, extensions, file sizes, dimensions 1 mark

Stylesheet		
	Correct comment added with /* details */	1 mark
h1	font-size:52pt	1 mark
	font-style:italic	1 mark
	text-align:center	1 mark
	color:#007f00	1 mark
h2	text-align:justify	1 mark

Evidence 5


```
/* A Candidate ZZ999 99

h1      {font-family:Arial,Helvetica,sans-serif;
        font-size:52pt;
        font-style:italic;
        text-align:center;
        color:#007f00;}

h2      {font-family:Arial,Helvetica,sans-serif;
        text-align:justify;}
```

In browser	with no letters vis	1 mark
Table borders not visible		1 mark
Top row –	Left cell SDSdisk.jpg	1 mark
	Right cell Special-Disk-Sales 100% correct	1 mark
	in h1	1 mark
Rows 2–5:	Images as shown	1 mark
Row 2:	Right cell: Text from file inserted	1 mark
	New line Updated by: and candidate details	1 mark
	in h2	1 mark

Evidence 6

Evidence 6

```
<!DOCTYPE html>

<html>
 <head>
  <link rel="stylesheet" type="text/css" href="SDSstyle.css">
 </head>
 <body>
  <table width=1100>
   <tr height=170>
    <td rowspan=5 width=400>
      <img src="SDSdisk.jpg" width=400 alt="Image of a hard disk drive">
    </td>
    <td colspan=2>
      <h1>Special-Disk-Sales</h1>
    </td>
   </tr>
   <tr height=150>
    <td width=356>
      <img src="SDSbutton1.jpg" alt="Image of a button to select the Cloud">
    </td>
    <td rowspan=4 width=344>
      <h2> Special-Disk-Sales are more often referred to as SDS. We are premium
designers, manufacturers and retailers of hard disk drives, solid state drives.
More recently we have developed a new range of secure cloud storage services. We
have our own manufacturing facilities around the world. Our full product range can
be viewed by clicking on the buttons to the left of this text. We are renowned for
reliability and superb customer service.</h2>
      <h2> Updated by: A Candidate ZZ999 9999</h2>
    </td>
   </tr>
   <tr height=150>
    <td>
      <img src="SDSbutton2.jpg" alt="Image of a button to select HDD">
    </td>
   </tr>
   <tr height=150>
    <td>
      <img src="SDSbutton3.jpg" alt="Image of a button to select SSD">
    </td>
   </tr>
    <tr height=150>
```

Callout annotations:

Annotation	Mark
Stylesheet SDSstyle.css attached	1 mark
Table width=1100	1 mark
height=170	1 mark
rowspan=5	1 mark
width=400	1 mark
width=400 and aspect ratio	1 mark
	1 mark
width=356	1 mark
	1 mark
Rows 2–5 height:150px	1 mark
Appropriate alt text for all 5 image	1 mark

```
      <td>
        <img src="SDSbutton4.jpg" alt="Image of a button with the text Contact">
      </td>
    </tr>
  </table>
 </body>
</html>
```