IT2 (2530U20) Moderation Sheet

Candidate name ……………………….…….…… Candidate No ………………

Centre No ……….….………….….……

Background		4 marks	Data Processing Activities	6 marks
Description of organisation		1	Purpose of 2 documents	1
Identification of three documents		1	Identify 4 techniques used	1
House style		1	Purpose of automated document	1
How house style is achieved		1	Identification of automated fields	1
			Purpose of presentation or web page	1
			Identification of special feature	1

Tasks		Basic features	10 marks	Advanced Features	6 marks
Task 1				**1 mark for each up to a maximum of 6.**	
Plan and Purpose	1	▪ Use of bold, centre & underline	1	▪ Different paragraph formats	1
		▪ Right or fully justify	1	▪ Different line spacing	1
		▪ Autoshapes/WordArt	1	▪ Superscript and subscript	1
		▪ Frames or frame borders	1	▪ Set and use own tabs	1
Ethos /house style	1	▪ Customised bullet points	1	▪ Set and use own indents	1
		▪ Shading effects	1	▪ Watermarks	1
		▪ Headers and footers	1	▪ Pagination	1
		▪ Use one original image created by the candidate	1	▪ Automatic contents page	1
		▪ Use of a second imported image from a different source	1	▪ Create own style sheets	1
		▪ Customised table	1	▪ Create and insert graphs, smart art	1
				▪ Complex use of photo editing to create original graphic *(not just applying hues to existing image)*	1
Task 2			6 marks		6 marks
Purpose	1	▪ Data from an external database	1	▪ 3 macros **or** modules created using internal programming	3
Ethos	1	▪ Mailmerged template	1		
Fields	1	▪ Suitable document/format /layout	1	*3 of the following*	
macros	1	▪ No spelling or grammar errors	1	▪ Use of advanced reviewing tools such as comments, tracking changes, markups etc	1
		▪ Ensure automated routines work	1	▪ Demonstrate the use of search and replace	1
		▪ No spacing errors	1	▪ Use of visual basic or embedded code	1
Task 3			6 marks		9 marks
Purpose	1	▪ Original background styles	1	▪ Use of basic sound	1
		▪ Animation effects on graphics	1	▪ Capturing of sound	1
		▪ Transitions/Text effects *(banners/scrolling marquees etc.)*	1	▪ Use of <u>original</u> video	1
Design	1			▪ Video and transition effects	1
				▪ Original basic animation	1
		▪ Hypertext	1	▪ More complex animation	1
Paths	1	▪ Hotspots	1	▪ Original embedded game or interactive element	1
		▪ Bookmarks	1	▪ More complex embedded games or interactive element	2
Subtotals					

		Data Compression Techniques	4 marks	Evaluation	14 marks
		▪ What compression have they used and naming files?	1	**Marks as shown up to a maximum of 14.**	
		▪ 3 different relevant techniques	1	Brief and **not all tasks**.	1
		▪ Justification of 3 different compression techniques used on identified files	1	Brief **description** of what they did in all three tasks but little analysis.	2
		▪ More detailed and varied justification	1	Some future improvements suggested	2
				………………………………………	
				Some **analysis** and Identification of some good points and explanation of why good in all three tasks and some improvements.	2
				Detailed analysis and evaluation of all three tasks and some improvements and some criticisms	2
				………………………………………	
				Detailed <u>analysis</u> and <u>criticisms</u> of <u>all three</u> tasks and <u>some improvements.</u>	2
				Very detailed critical analysis of components in <u>all three</u> tasks which examines the <u>data</u>, <u>system</u> and suggests <u>several future modifications</u> in all three tasks.	2
				Quality of report and QWC	1
		Sub total		**Sub total**	
				TOTAL out of 80	