

Please read the instructions printed at the end of this form. **One** of these sheets, suitably completed, should be attached to the assessed work of **each** candidate

Unit Title	5 ICT provision in a business				Unit Code	F244	Session	June	Year	2	0		
Centre Name								Centre Number					
Candidate Name								Candidate Number					
<p>Evidence: You produce an ICT proposal showing how you would <i>either</i> introduce ICT provision to a start-up business <i>or</i> update ICT provision in a business that is looking to improve and update its current limited ICT provision.</p>													
Criteria							Teacher Comment				Page No.		
<p>AO1.1: You identify the possible uses of ICT by a business, the various forms ICT provision can take, the potential benefits and drawbacks of introducing/updating ICT to/in a business and the need for contingency planning in minimising the negative impacts of introducing/updating ICT; much of your evidence requires further clarification and elaboration; you demonstrate limited clarity and coherence with only basic use of business terminology – errors of grammar, punctuation and spelling may be noticeable and intrusive;</p> <p style="text-align: right;">[0 1 2 3 4 5]</p>		<p>AO1.2: you demonstrate a sound understanding of the possible uses of ICT by a business, the various forms ICT provision can take, the potential benefits and drawbacks of introducing/updating ICT to/in a business and the need for contingency planning in minimising the negative impacts of introducing/updating ICT; however, your evidence, at times, does not demonstrate sufficient depth; you demonstrate clarity and coherence, with appropriate use of business terminology – there may be occasional errors of grammar, punctuation and spelling but these are not intrusive;</p> <p style="text-align: right;">[6 7 8 9 10]</p>		<p>AO1.3: you demonstrate a clear and comprehensive understanding of the possible uses of ICT by a business, the various forms ICT provision can take, the potential benefits and drawbacks of introducing/updating ICT to/in a business and the need for contingency planning in minimising the negative impacts of introducing/updating ICT; your evidence displays both breadth and depth; you demonstrate clarity, coherence and fluency with effective and confident use of appropriate business terminology – there are few, if any, errors of grammar, punctuation and spelling.</p> <p style="text-align: right;">[11 12 13 14 15]</p>									
						Mark							
<p>AO2.1: Your ICT proposal is over-theoretical with only a basic attempt to apply it to the chosen business context; your presentation skills are limited and visual aids and/or other techniques, used to engage your audience, show a limited fitness for purpose;</p> <p style="text-align: right;">[0 1 2 3 4 5]</p>		<p>AO2.2: you apply your ICT proposal to the needs of your chosen business context; your presentation skills are sound and the majority of visual aids and other techniques, used to engage your audience, show a fitness for purpose;</p> <p style="text-align: right;">[6 7 8 9 10]</p>		<p>AO2.3: you target your ICT proposal to the specific needs of your chosen business context; your presentation skills are highly effective and the visual aids and other techniques, used to engage and inform your audience, show a clear fitness for purpose.</p> <p style="text-align: right;">[11 12 13 14]</p>									
						Mark							

Criteria			Teacher Comment		Page No.		
<p>AO3.1: Your analysis and interpretation of your research is limited in scope and does little to inform the development of your ICT proposal;</p> <p style="text-align: right;">[0 1 2 3 4]</p>	<p>AO3.2: your analysis and interpretation of your research is sound, informing the development of your ICT proposal;</p> <p style="text-align: right;">[5 6 7 8]</p>	<p>AO3.3: your analysis and interpretation of your research is thorough and comprehensive and there is an extensive focus on targeting your research and analysis into the development of your ICT proposal.</p> <p style="text-align: right;">[9 10 11 12]</p>					
						Mark	
<p>AO4.1: You make weak judgments on the viability of your ICT proposal, with little or no attempt to offer supporting evidence;</p> <p style="text-align: right;">[0 1 2 3]</p>	<p>AO4.2: you make appropriate judgements on the viability of your ICT proposal, supported by an attempt to construct reasoned arguments;</p> <p style="text-align: right;">[4 5 6]</p>	<p>AO4.3: you make appropriate, realistic judgements on the viability of your ICT proposal, supported by strong evidence and reasoned, logical arguments.</p> <p style="text-align: right;">[7 8 9]</p>					
						Mark	
Total/50							
If this work is a re-sit, please tick		Session and Year of previous submission	Jan / June	2	0	Please tick to indicate this work has been standardised internally	

Please note: This form may be updated on an annual basis. The current version of this form will be available on the OCR website (www.ocr.org.uk).

Guidance on Completion of this Form

- 1 **One** sheet should be used for each candidate.
- 2 Please ensure that the appropriate boxes at the top of the form are completed.
- 3 Please enter *specific* page numbers where evidence can be found in the portfolio, and where possible, indicate to which part of the text in the mark band the evidence relates.
- 4 Circle the mark awarded for each strand of the marking criteria in the appropriate box and also enter the circled mark in the final column.
- 5 Add the marks for the strands together to give a total out of 50. Enter this total in the relevant box.