

Please read the instructions before completing this form

Examination Session	
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Year	
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Unit Code	G046	Unit Title	Communicating using computers
Centre Number		Centre Name	
Candidate Number		Candidate Name	

**Evidence:** The candidate needs to produce reports on: an organisation detailing how they make use of the intranet and Internet; an existing website; setting up a planned website. They will produce a web page and host it online and configure a single computer for Internet and e-mail access.

If work is a re-sit, please tick		Session and Year of previous submission	January/June	2	0		Please tick to indicate this work has been standardised internally	
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A.1 Criteria (0 - 1 - 2 marks)	Comment	Page
<ul style="list-style-type: none"> <li>The candidate identifies how the internet and intranet are currently used and how they help the organisation meet its objectives;</li> <li>the candidate identifies <b>one</b> improvement the organisation could make to how it uses the internet or intranet;</li> </ul>		
A.2 Criteria (3 - 4 marks)		
<ul style="list-style-type: none"> <li>The candidate describes how the internet and intranet are currently used, the advantages and disadvantages of the current uses, and how they help the organisation meet its objectives;</li> <li>the candidate describes <b>several</b> improvements the organisation could make to how it uses the internet and intranet;</li> </ul>		
A.3 Criteria (5 - 6 marks)		Mark (Max 6)
<ul style="list-style-type: none"> <li>The candidate explains how the internet and intranet are currently used, the advantages and disadvantages of the current use, and how they help the organisation meet its objectives;</li> <li>the candidate justifies improvements the organisation could make to how it uses the internet and intranet.</li> </ul>		
B(i).1 Criteria (0 - 1 - 2 marks)	Comment	Page
<ul style="list-style-type: none"> <li>The candidate identifies the purpose of the nominated website and describes <b>two</b> different services provided by the website;</li> <li>the candidate identifies the use of at least <b>two</b> internet technologies;</li> </ul>		
B(i).2 Criteria (3 - 4 marks)		
<ul style="list-style-type: none"> <li>The candidate describes the purpose of the nominated website and describe a range of different services provided by the website;</li> <li>the candidate describes the use of at least <b>two</b> internet technologies;</li> </ul>		
B(i).3 Criteria (5 - 6 marks)		Mark (Max 6)
<ul style="list-style-type: none"> <li>The candidate describes the purpose of the nominated website and analyse how this is met;</li> <li>the candidate describes the range of different services provided by the website;</li> <li>the candidate explains the use of at least <b>two</b> internet technologies.</li> </ul>		
B(ii).1 Criteria (0 - 1 - 2 marks)	Comment	Page
<ul style="list-style-type: none"> <li>The candidate produces a diagrammatic structure of the website identifying titles of pages and hyperlinks;</li> <li>the candidate shows some evidence of understanding the code used in web pages by identifying some script commands;</li> </ul>		
B(ii).2 Criteria (3 - 4 marks)		
<ul style="list-style-type: none"> <li>The candidate produces a diagrammatic structure of the website identifying titles of pages and hyperlinks;</li> <li>the candidate demonstrates understanding of the code used in web pages by annotating a range of different script commands;</li> </ul>		
B(ii).3 Criteria (5 - 6 marks)		Mark (Max 6)
<ul style="list-style-type: none"> <li>The candidate produces a diagrammatic structure of the website identifying titles of pages and hyperlinks;</li> <li>the candidate demonstrates a good understanding of the code used in web pages by annotating a wide range of different script commands to explain how they generate the pages displayed in the browser.</li> </ul>		
C.1 Criteria (0 - 1 - 2 - 3 marks)	Comment	Page
<ul style="list-style-type: none"> <li>The candidate identifies some of the costs, connection methods and hardware/software that need to be considered to create and host their planned website;</li> <li>the candidate considers possible ISPs to host their website;</li> <li>the report may contain errors in spelling, punctuation and grammar;</li> </ul>		

<b>C.2 Criteria (4 - 5 - 6 marks)</b>		
<ul style="list-style-type: none"> <li>The candidate describes a range of costs, valid connection methods and hardware/software, including bandwidth requirements, that need to be considered to create and host their planned website;</li> <li>the candidate considers a range of possible ISPs for hosting their website and identify <b>one</b> that is suitable;</li> <li>the report contains few spelling, punctuation and grammar errors;</li> </ul>		
<b>C.3 Criteria (7 - 8 - 9 marks)</b>		
<ul style="list-style-type: none"> <li>The candidate describes a range of costs, valid connection methods and hardware/software, including bandwidth requirements, that need to be considered to create and host their planned website;</li> <li>the candidate considers a range of possible ISPs, identify <b>one</b> suitable ISP and justify its suitability for hosting their website in relation to its technical requirements;</li> <li>the report is consistently well-structured and there are few, if any, spelling, punctuation and grammar errors.</li> </ul>		<b>Mark (Max 9)</b>
<b>D(i).1 Criteria (0 - 1 - 2 marks)</b>	<b>Comment</b>	<b>Page</b>
<ul style="list-style-type: none"> <li>The candidate designs and creates <b>one</b> web page from their planned website that demonstrates the use of one internet technology;</li> </ul>		
<b>D(i).2 Criteria (3 - 4 marks)</b>		
<ul style="list-style-type: none"> <li>The candidate designs and creates <b>one</b> web page from their planned website that meets its requirements and identify the use of at least <b>two</b> internet technologies;</li> </ul>		
<b>D(i).3 Criteria (5 - 6 marks)</b>		<b>Mark (Max 6)</b>
<ul style="list-style-type: none"> <li>The candidate designs and creates <b>one</b> high quality web page from their planned website that fully meets its requirements and explain the use of at least <b>two</b> internet technologies;</li> <li>the candidate will provide evidence that the web page was hosted online.</li> </ul>		
<b>D(ii).1 Criteria (0 - 1 - 2 - 3 marks)</b>	<b>Comment</b>	<b>Page</b>
<ul style="list-style-type: none"> <li>The candidate comments on their actions and role in designing and creating a web page, and getting it hosted online, if they were able to do so;</li> </ul>		
<b>D(ii).2 Criteria (4 - 5 marks)</b>		
<ul style="list-style-type: none"> <li>The candidate includes an analysis of their experiences in designing, creating and hosting a web page in order to improve their own performance;</li> </ul>		
<b>D(ii).3 Criteria (6 - 7 - 8 marks)</b>		<b>Mark (Max 8)</b>
<ul style="list-style-type: none"> <li>The candidate includes an analysis of their experiences in designing, creating and hosting a web page, suggesting how they might approach a similar task in the future.</li> </ul>		
<b>E.1 Criteria (0 - 1 - 2 - 3 marks)</b>	<b>Comment</b>	<b>Page</b>
<ul style="list-style-type: none"> <li>The candidate identifies the hardware/ software and information required to set up a computer for internet and e-mail access;</li> <li>the candidate installs at least <b>one</b> piece of communication software and identify part of the installation process;</li> <li>the candidate produces evidence of changes to <b>two</b> different browser configuration settings;</li> <li>the candidate produces evidence of sending and receiving e-mails;</li> </ul>		
<b>E.2 Criteria (4 - 5 - 6 marks)</b>		
<ul style="list-style-type: none"> <li>The candidate describes the function of the hardware/software and information required to set up a computer for internet and e-mail access;</li> <li>the candidate documents the installation of at least <b>one</b> piece of communication software;</li> <li>the candidate describes and produces evidence of <b>two</b> different configuration changes made to a browser;</li> <li>the candidate produces evidence of sending and receiving e-mails, and setting up and using, an appropriate filing structure for e-mails;</li> </ul>		
<b>E.3 Criteria (7 - 8 - 9 marks)</b>		<b>Mark (Max 9)</b>
<ul style="list-style-type: none"> <li>The candidate explains the use of a range of hardware/software and information that could be used to set up a computer for internet and e-mail access;</li> <li>the candidate produces full technical documentation for the installation of at least <b>one</b> piece of communication software;</li> <li>the candidate fully explains and illustrates <b>two</b> different configuration changes made to a browser;</li> <li>the candidate produces evidence of setting up an appropriate filing structure for e-mails, sending and receiving e-mails and setting filters to file received e-mails automatically.</li> </ul>		
Please note: This form may be updated on an annual basis. The current version of this form will be available on the OCR website ( <a href="http://www.ocr.org.uk">www.ocr.org.uk</a> ).		<b>MARK TOTAL</b>

### Guidance on Completion of this Form

- One** form should be used for each candidate.
- Please ensure that the appropriate boxes at the top of the form are completed.
- 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.
- Enter the mark awarded for each strand of the marking criteria in the appropriate box and also enter the final mark in the total column.
- Add the marks for the strands together to give a total out of 50. Enter this total in the relevant box.

**Extra Comment** (please indicate to which Criteria comments refer)

