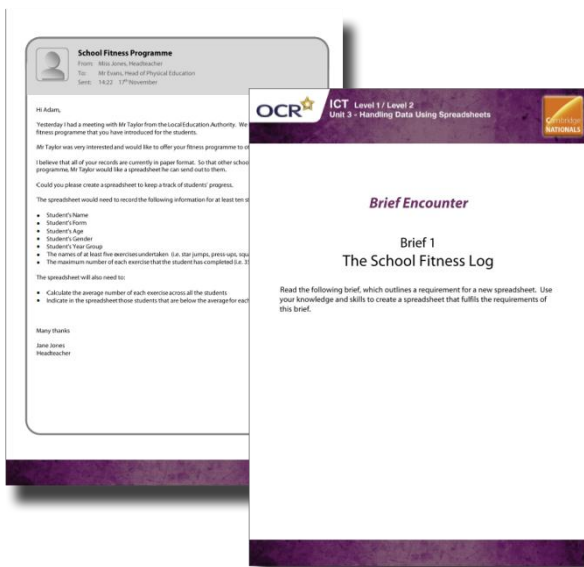


## Brief Encounter

### Instructions

These instructions should accompany the OCR resource 'Brief Encounter', which supports Cambridge Nationals in ICT Unit 3 – Handling data using spreadsheets



#### Associated Files:

Brief\_Encounter\_Documents  
(MS Word or pdf – 6 Mb)

Brief\_Encounter\_Sample\_Solutions  
(MS Excel – 1.5 Mb)

Brief\_Encounter\_Quayside\_Survey\_Data  
(MS Excel – 1.5Mb)

#### Expected Duration:

Approx. 30 – 60+ minutes per task

Brief Encounter is an activity containing six different briefs, each of which outlines the need for a new spreadsheet. The six briefs have differentiated requirements and allow students to interpret the brief and deliver their own solution to the problem.

#### Preparation:

An MS Word version of the briefs is provided so that teachers can edit them if required. An MS Excel spreadsheet containing sample solutions is also available.

#### The Activity:

The six briefs contained in this activity are as follows:

##### **Brief 1 – The School Fitness Log**

Students must construct a simple spreadsheet recording exercises undertaken by a group of children. The spreadsheet must calculate some simple averages and identify children that fall below that average.

**Brief 2 – Pizza Plaza Pricing**

Students must construct a more complex spreadsheet listing the ingredients used in the preparation of 8 different types of pizza. Using this and other data provided the student must calculate the production costs and selling price for each type of pizza.

**Brief 3 – Shopping Centre Survey**

Students are provided with the data set from a customer survey. The main aim of the task is for students to produce a range of graphs that show different aspects of the recorded data.

**Brief 4 – Selling Games**

Students must construct a small spreadsheet that shows the potential price paid for second hand games by four different shops. The spreadsheet must then calculate the best deal available based on data provided.

**Brief 5 – The Car Sales Team**

Students must construct a complex spreadsheet that details the number of cars sold by a team of five sales people in one month. The spreadsheet must perform a series of calculations and indicate a status if a target has not been met.

Although the requirement is clearly defined in each brief, the way that the requirement should be fulfilled is intentionally left undefined to allow students to use their own problem solving skills to address each brief.

## LESSON *Elements*

The building blocks you need to construct informative & engaging lessons

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