

**OCR J810/J820 Unit R009 Level 1/Level 2  
Cambridge Nationals Certificate/Diploma in ICT  
Unit Recording Sheet**

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.

<b>Unit Title</b>	<b>Exploring computer hardware and networks</b>				<b>Unit Code</b>	<b>R009</b>	<b>Session</b>	Jan/June/Nov	<b>Year</b>	<b>2</b>	<b>0</b>		
<b>Centre Name</b>								<b>Centre Number</b>					
<b>Candidate Name</b>								<b>Candidate Number</b>					
<b>Criteria</b>							<b>Teacher Comments</b>		<b>Mark</b>	<b>Page No.</b>			
<b>LO1: Be able to select computer system devices and platforms<sup>1</sup></b>													
<b>MB1: 1 - 4 marks</b>		<b>MB2: 5 - 7 marks</b>		<b>MB3: 8 - 9 marks</b>									
Selects <b>some</b> computer devices with <b>limited</b> reference to user requirements.  [1 2 3 4]		Selects <b>appropriate</b> computer devices to meet <b>some</b> of the general and specialist user requirements.  [5 6 7]		Selects <b>appropriate</b> computer devices to fully meet the general and specialist user requirements.  [8 9]									
<b>MB1: 1 - 4 marks</b>		<b>MB2: 5 - 8 marks</b>		<b>MB3: 9 - 11 marks</b>									
Describes the choices made, demonstrating a <b>basic</b> understanding of the use and function of <b>some</b> computer components and/or devices.  [1 2 3 4]		Largely justifies the choices made demonstrating a <b>sound</b> understanding of the use and function of a <b>range</b> of computer components and devices.  [5 6 7 8]		Fully justifies the choices made demonstrating a <b>detailed</b> understanding of the use and function of a <b>wide range</b> of computer components and devices.  [9 10 11]									

Criteria			Teacher Comments	Mark	Page No.
<b>LO2: Be able to devise network solutions</b> <sup>2 3 4</sup>					
<b>MB1: 1 - 6 marks</b>	<b>MB2: 7 - 11 marks</b>	<b>MB3: 12 - 15 marks</b>			
Produces a <b>basic</b> plan for the network which partly meets the user requirements.  Suggests <b>some</b> network components.  <div style="text-align: right;">[1 2 3 4 5 6]</div>	Produces a <b>sound</b> plan for the network which meets most of the user requirements.  Suggests <b>some appropriate</b> network components describing their purpose.  <div style="text-align: right;">[7 8 9 10 11]</div>	Produces an accurate and <b>detailed</b> plan for the network which fully meets the user requirements.  Defines and justifies the <b>appropriate</b> choice of network components <b>clearly</b> and <b>accurately</b> .  <div style="text-align: right;">[12 13 14 15]</div>			
<b>MB1: 1 - 4 marks</b>	<b>MB2: 5 - 7 marks</b>	<b>MB3: 8 - 10 marks</b>			
Proposes network topologies with <b>some</b> relevance to the user requirements.  Gives a <b>basic</b> description of relevant LAN and WAN services for the proposed network.  <div style="text-align: right;">[1 2 3 4]</div>	Proposes <b>appropriate</b> topologies which in the most part meet user requirements, describing the format of device addresses to be used on the network.  Defines <b>appropriate</b> LAN and WAN services for the proposed network.  <div style="text-align: right;">[5 6 7]</div>	Proposes and justifies <b>appropriate</b> topologies to meet user requirements, with a detailed explanation of how IP addresses could be assigned.  Distinguishes <b>accurately</b> between LAN and WAN services appropriate for the proposed network.  <div style="text-align: right;">[8 9 10]</div>			

Criteria					Teacher Comments	Mark	Page No.
<b>LO3: Be able to identify and solve hardware and network problems<sup>5</sup></b>							
<b>MB1: 1 - 5 marks</b>		<b>MB2: 6 - 10 marks</b>		<b>MB3: 11 - 15 marks</b>			
<p>Presents a <b>limited</b> range of troubleshooting activities which have some relevance to requirements, by selecting some problems that are likely to be encountered and producing a <b>limited</b> range of possible solutions.</p> <p>The information has <b>limited</b> structure.</p> <p>Errors of grammar, punctuation and spelling are intrusive and likely to impact on the meaning.</p> <p>Draws upon <b>limited</b> skills/knowledge/understanding from other units in the specification.</p> <p style="text-align: right;"><b>[ 1 2 3 4 5 ]</b></p>		<p>Presents a <b>range</b> of troubleshooting activities which have <b>some</b> relevance to requirements, by selecting <b>some</b> problems that are likely to be encountered and producing a <b>range</b> of possible solutions.</p> <p>Organises <b>most</b> of the information <b>clearly</b> to enable the user to locate solutions to specific problems.</p> <p>Uses technical terminology that is sometimes accurate and <b>appropriate</b>. <b>Occasional</b> errors in grammar, punctuation and spelling will not affect the overall meaning.</p> <p>Draws upon <b>some relevant</b> skills/knowledge/understanding from other units in the specification.</p> <p style="text-align: right;"><b>[ 6 7 8 9 10 ]</b></p>		<p>Presents a <b>wide range</b> of troubleshooting activities that are relevant to requirements, by selecting problems that are likely to be encountered and producing a <b>wide range</b> of possible solutions.</p> <p>Organises all of the information <b>clearly</b> to enable the user to easily locate solutions to specific problems.</p> <p>Uses any technical terminology accurately and <b>appropriately</b>. There are few, if any, errors in spelling, punctuation and grammar.</p> <p><b>Clearly</b> draws upon <b>relevant</b> skills/knowledge/understanding from other units in the specification.</p> <p style="text-align: right;"><b>[ 11 12 13 14 15 ]</b></p>			
<b>Total 60/</b>							
If this is a re-sit, please tick		Session and Year of previous submission		Jan/June/Nov	<b>2 0</b>	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](http://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 60. Enter this total in the relevant box.