

OCR Nationals in ICT Level 2 - Unit 6 - Spreadsheets - design and use – Change Matrix

Changes have been made to the unit in response to feedback from centres, the introduction of new and emerging technology and to address regulatory requirements. In making these changes we have clarified and updated the assessment requirements, enhanced the Knowledge, Understanding and Skills (KUS) and improved the guidance for centres.

To assist centres the new units, for Level 2 Nationals in ICT 2010, have the key changes highlighted in yellow. The changes for this unit are detailed in the table below.

AO	Section	Change	Rationale
Whole unit		Changed the word 'formulae' to 'formulas'.	Consistency with language used in centres.
AO1	Assessment Objective, Grading grid, Guidance	Amended to include 'develop' rather than 'design'.	Reflects practice in Business. 'Developed' used as spreadsheets are developed as an ongoing process rather than an initial design.
AO2 and AO1	Grading grid and Guidance	Moved the requirement for more than one sheet at higher grades from AO2 to AO1.	Fits with AO1 now that the focus is development.
AO2	Assessment Objective	Amended to 'Format a spreadsheet to make it user friendly' from 'Create the spreadsheet according to the design and format it to make it user friendly'.	The changes to AO1 have resulted in candidates developing/creating a spreadsheet, so AO2 now addresses formatting to improve usability. Increases clarity and provides a greater range of opportunities for candidates to demonstrate the breadth and depth of their knowledge, understanding and skills.
	KUS and grading grid and guidance	Amended worksheet protection so that formulas are to be protected but input cells need to be open for change.	
AO3	KUS	Amended to include the different types of sorting and filtering to be covered.	
	Grading grid	Added a requirement to state the purpose of each sort/filter.	
AO4	Grading grid	Added a requirement at Pass to state the results.	
	Grading grid	Amended to so that candidates need to carry out at least two different modelling tasks.	

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AO	Section	Change	Rationale
AO5 and AO6	KUS	Removed numbers and specified requirements.	Increases clarity.
AO5	Grading grid	Specified the quality expected of the graphs for Distinction.	Increases clarity and provides a greater range of opportunities for candidates to demonstrate the breadth and depth of their knowledge, understanding and skills.
AO6	Grading grid	<p>Changed the Pass requirement from one task to a sequence of two.</p> <p>Removed the requirement for two macros at Distinction and replaced with the requirement of a more complex macro.</p> <p>Added that there needs to be at least three tasks as they need to annotate the purpose of three items of code.</p>	<p>The use of more than one macro is not adding breadth. Including a greater range of procedures is producing a more complex macro.</p> <p>Increases clarity and provides a greater range of opportunities for candidates to demonstrate the breadth and depth of their knowledge, understanding and skills.</p>
AO7	Learning outcomes, KUS, guidance and grading grid	Added an new Assessment Objective – ‘Test the spreadsheet solution’.	The addition of this Assessment Objective reflects standard business practice of ensuring that a spreadsheet is tested prior to seeking feedback.