

Commentary on candidate evidence

The candidate evidence has achieved the following marks for each question of this paper.

Candidate 1

Question 1c

The candidate was awarded **1 out of 4 marks**.

- Correct Fields mark – Job Ref is duplicated.
- Keyboarding mark – incorrect capitalisation of 'Mr' and footer is omitted.
- Footer mark – footer is omitted.

Question 2c

The candidate was awarded **6 out of 11 marks**.

In the value view they were not awarded the formatting mark because the Discount Amount does not have £.

In the formula view they are not awarded:

- Discount Amount marks – an IF statement should be used.
- Total mark – the formula is incorrect.
- Print mark – the formula view should be landscape.

Candidate 2

Question 1c

The candidate was awarded **1 out of 4 marks**. They were not awarded:

- Correct Fields mark – Job Title, Contract and Wage Category fields are omitted.
- Keyboarding mark – the heading is incorrect.
- Footer mark – a page footer has been inserted, instead of a form footer.

Question 2c

The candidate was awarded **3 out of 11 marks**.

In the value view they were not awarded:

- Keyboarding mark – ‘miles’ is included incorrectly.
- Formatting mark – the total price numbers do not have 2 decimal places.

In the formula view they are not awarded:

- Total Price mark – cell references have not been used.
- Total Price Replication mark – there has not been any replication because cell references have not been used.
- Discount Amount marks – an IF statement should be used.
- Processing Fee marks – the formula is incorrect.
- Presentation – size of font change and subject heading omitted.