



# Cambridge IGCSE™

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## INFORMATION AND COMMUNICATION TECHNOLOGY

0417/02

Paper 2 Document Production, Databases and Presentations

For examination from 2023

MARK SCHEME

Maximum Mark: 70

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**Specimen**

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This document has **16** pages. Any blank pages are indicated.

**Generic Marking Principles**

These general marking principles must be applied by all examiners when marking candidate answers. They should be applied alongside the specific content of the mark scheme or generic level descriptors for a question. Each question paper and mark scheme will also comply with these marking principles.

**GENERIC MARKING PRINCIPLE 1:**

Marks must be awarded in line with:

- the specific content of the mark scheme or the generic level descriptors for the question
- the specific skills defined in the mark scheme or in the generic level descriptors for the question
- the standard of response required by a candidate as exemplified by the standardisation scripts.

**GENERIC MARKING PRINCIPLE 2:**

Marks awarded are always **whole marks** (not half marks, or other fractions).

**GENERIC MARKING PRINCIPLE 3:**

Marks must be awarded **positively**:

- marks are awarded for correct/valid answers, as defined in the mark scheme. However, credit is given for valid answers which go beyond the scope of the syllabus and mark scheme, referring to your Team Leader as appropriate
- marks are awarded when candidates clearly demonstrate what they know and can do
- marks are not deducted for errors
- marks are not deducted for omissions
- answers should only be judged on the quality of spelling, punctuation and grammar when these features are specifically assessed by the question as indicated by the mark scheme. The meaning, however, should be unambiguous.

**GENERIC MARKING PRINCIPLE 4:**

Rules must be applied consistently, e.g. in situations where candidates have not followed instructions or in the application of generic level descriptors.

**GENERIC MARKING PRINCIPLE 5:**

Marks should be awarded using the full range of marks defined in the mark scheme for the question (however; the use of the full mark range may be limited according to the quality of the candidate responses seen).

**GENERIC MARKING PRINCIPLE 6:**

Marks awarded are based solely on the requirements as defined in the mark scheme. Marks should not be awarded with grade thresholds or grade descriptors in mind.

**Task 2 – Document**

| Question                                  | Answer                                                                                                                                                                                                                       | Marks |
|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| Please see below for allocation of marks. |                                                                                                                                                                                                                              |       |
| 1                                         | File saved as BROKER with correct file type                                                                                                                                                                                  | 1     |
| 2                                         | <b>Footer</b><br>Automated page numbers left aligned<br>Name, Centre no, candidate no right aligned                                                                                                                          | 1     |
| 3                                         | <b>TY-Subhead style</b><br>TY-Subhead text style created, named correctly (1)<br>Sans-serif font style, 16 pt, bold, all capitals (1)<br>Centre aligned, 0 space before, 9 pt space after (1)                                | 3     |
| 4                                         | <b>Style list</b><br>List of styles, 2 new styles correctly named, created and saved (TY-Subhead, TY-Table)                                                                                                                  | 1     |
| 5                                         | <b>TY-Title – style modified</b><br>Evidence of original style modified, based on Normal/default (1)<br>Correct attributes: sans-serif, 32 pt, centre, bold, underline, single, 0 pt before, 6 pt after (1)                  | 2     |
| 6                                         | Subtitle – correct position, data entry totally accurate, name entered                                                                                                                                                       | 1     |
| 7                                         | Stored TY-Subtitle style applied<br>(sans-serif, 18 pt, underlined only, left aligned, 0 space before/after)                                                                                                                 | 1     |
| 8                                         | Section break correct position, applied to correct text (1)<br>2 equal columns, 2 cm column spacing (1)                                                                                                                      | 2     |
| 9                                         | Subheads (5) – TY-Subhead style matches style defined in EV2, applied consistently to all                                                                                                                                    | 1     |
| 10                                        | <b>Table</b><br>Data sorted descending on <i>Length in metres</i>                                                                                                                                                            | 1     |
| 11                                        | <b>Table</b><br>New row inserted in correct position (1)<br>China data entered accurately in new row (1)                                                                                                                     | 2     |
| 12                                        | <b>Table</b><br>All text displayed on one line, fits within column, all gridlines printed (1)<br>TY-Table style seen in EV4 list, applied to complete table (serif 12 pt, centred, italic, single, 0 space before/after) (1) | 2     |
| 13                                        | <b>Table</b><br>Top row merged, centred                                                                                                                                                                                      | 1     |
| 14                                        | <b>Image</b><br>Correct image inserted in correct position                                                                                                                                                                   | 1     |
| 15                                        | <b>Image</b><br>Image reflected (flipped) – yacht points left                                                                                                                                                                | 1     |
| 16                                        | <b>Image</b><br>Resized to 6 cm wide, aspect ratio maintained (1)<br>Aligned top of text, left column margin, text wrapped (1)                                                                                               | 2     |

| Question     | Answer                                                                                                                                                                                  | Marks     |
|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 17           | Document complete/paragraphs intact, no changes to page setup, consistent styles and spacing, top of columns balanced, no widows/orphans, split table, no blank pages, 6 pt after table | 1         |
| <b>Total</b> |                                                                                                                                                                                         | <b>24</b> |

**Task 3 – Database**

| Question                                                           | Answer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Marks     |
|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Please see below for allocation of marks and examples of graphics. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |
| 18                                                                 | <b>Display</b><br>Length field displays 1 dp (1)<br>Price displays currency symbol, 0 dp (1)<br><br><b>SP02YACHTS Structure</b><br>Only fields as given, correct field names and data types (1)<br><i>Yacht_ID</i> set as primary key (1)                                                                                                                                                                                                                                                                                                                                                     | 4         |
| 19                                                                 | <b>SP02BUILDERS Structure</b><br>Only fields as given, all data types text (1)<br><i>Builder_ID</i> set as primary key (1)                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 2         |
| 20                                                                 | One-to-Many relationship between <i>Builder_ID</i> fields                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 1         |
| 21                                                                 | <i>Antalex</i> entered as a new record – does not replace <i>Caryali</i> (1)<br>New record entered accurately ( <i>Antalex</i>   <i>Motor</i>   26   795000   2011   6   3) (1)                                                                                                                                                                                                                                                                                                                                                                                                               | 2         |
| 22                                                                 | <b>Search (35 records)</b><br><i>Build_Year</i> >2010 (1)<br><i>Length</i> is <=40 (1)<br><br><b>Calculated field</b><br>Heading <i>Total_Berths</i> totally accurate (1)<br><i>Total_Berths</i> calculated [ <i>Sleeps</i> ] + [ <i>Crew</i> ] (1)<br><br>Sorted ascending on <i>Type</i> then descending on <i>Length</i> (1)<br>Specified fields, correct order (1)<br>Landscape, one page wide, all base fields present, data fully visible (1)<br>Title – totally accurate, larger font, top of page, fully visible (1)<br>Name, centre number and candidate in footer on every page (1) | 9         |
| 23                                                                 | <b>Search (30 records)</b><br><i>Builder_Name</i> contains <b>Yacht</b> (1)<br><i>Country_Code</i> is <b>NZ</b> or <b>AU</b> (1)<br>Correct average calculated (1)<br>Value formatted to 1 dp (1)<br>Value positioned below <i>Length</i> column (1)<br>Sorted descending order of price (1)<br>Specified fields, correct order (1)<br>Portrait, all fields present, no truncation, fits single page (1)<br>Title – totally accurate, larger font, top of page, fully visible (1)                                                                                                             | 9         |
| 24                                                                 | Report 2 exported in pdf format (1)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1         |
| <b>Total</b>                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>28</b> |

**Task 4 – Presentation**

| Question                                                           | Answer                                                                                                                                                                                                                                                                    | Marks     |
|--------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Please see below for allocation of marks and examples of graphics. |                                                                                                                                                                                                                                                                           |           |
| 25                                                                 | 6 slides imported, title and bullet layout, no changes to text, blank slides                                                                                                                                                                                              | <b>1</b>  |
| 26                                                                 | <b>Master slide items</b> (must be same position and consistent on all slides)<br>Name, centre number, candidate number, same position on every slide, no other items displayed (1)<br>Slide numbers top right, same position on every slide, no overlap of any items (1) | <b>2</b>  |
| 27                                                                 | Slide 1 changed to title layout with title/subtitle centred and in the middle of the slide                                                                                                                                                                                | <b>1</b>  |
| 28                                                                 | Correct 4 lines demoted correctly, aligned consistently (1)<br>4 demoted lines smaller font size, italic enhancement (1)<br>4 demoted lines with dashed (-) bullets (1)                                                                                                   | <b>3</b>  |
| 29                                                                 | Vertical comparative bar chart created using correct data (yacht lengths on category axis, number sold on value axis) (1)<br>Yacht lengths labels displayed on category axis (1)                                                                                          | <b>2</b>  |
| 30                                                                 | Chart title totally accurate (1)<br>Accurate value axis title <b>Number Sold</b> , category axis title <b>Length (Metres)</b> (1)                                                                                                                                         | <b>2</b>  |
| 31                                                                 | Value data labels display above each bar, no legend (1)                                                                                                                                                                                                                   | <b>1</b>  |
| 32                                                                 | Value axis displays minimum 0, maximum 120 (1)<br>Value axis increments 15 (1)                                                                                                                                                                                            | <b>2</b>  |
| 33                                                                 | Correct slide, left of bullets, all data fully visible, no overlap or split words (1)                                                                                                                                                                                     | <b>1</b>  |
| 34                                                                 | Correct text linked ( <i>yacht charters</i> ) (1)<br>Linked to <i>Sales</i> slide (1)                                                                                                                                                                                     | <b>2</b>  |
| 35                                                                 | All slides printed with 2 slides to page                                                                                                                                                                                                                                  | <b>1</b>  |
| <b>Total</b>                                                       |                                                                                                                                                                                                                                                                           | <b>18</b> |

# Tawara Yacht Brokers

Draft report by: Candidate Name

We are a global leader in the superyacht industry with an unrivalled construction of some of the largest yachts in the world. Our team of experience and knowledge far beyond anyone else in the industry. With of clients across the world.

Subtitle – correct position, data entry totally accurate, name entered 1 mark  
Stored TY-Subheader style applied 1 mark  
(sans-serif, 18 pt, underlined only, left aligned, 0 space before/after)

## GLOBAL ANALYSIS

For the first time, the global recession has seen the number of new build projects under construction in the world. Our team of experience and knowledge far beyond anyone else in the industry. With of clients across the world.

Section break correct position, applied to correct text 1 mark  
2 equal columns, 2 cm column spacing 1 mark

a result of one large French builder temporarily stopping current and future superyacht projects to focus its strategy on commercial and naval contracts.

### BUSINESS REVIEW

Subheads (5) – TY-Subheader style matches style defined in EV2, applied consistently to all 1 mark

Our company had a strong first quarter and spring has seen a promising rush of activity in the superyacht sales market. In six weeks we sold five yachts more than 2020, and the highest figure for five years.

| New Yacht Orders         |                  |                  |
|--------------------------|------------------|------------------|
|                          | Length in metres | Number of Yachts |
| Italy                    | 10686            | 274              |
| Netherlands              | 3120             | 65               |
| Turkey                   | 3120             | 70               |
| United States of America | 2435             | 63               |
| United Kingdom           | 2081             | 71               |
| Taiwan                   | 1724             | 56               |
| Germany                  | 1457             | 16               |
| China                    | 900              | 26               |
| United Arab Emirates     | 851              | 18               |
| Greece                   | 412              | 5                |

Italy still leads the way in terms of the number of projects and total length. The UK market has grown significantly in the last two years and is set to overtake the US with eight more new builds this year than the US. Greece takes the tenth place this year, pushing France out of the list. This may be as

### Table

Data sorted descending on Length in metres 1 mark  
New row inserted in correct position 1 mark  
China data entered accurately in new row 1 mark  
All text displayed on one line, fits within column, all gridlines printed 1 mark  
TY-Table style seen in EV4 list, applied to complete table 1 mark  
(serif 12 pt, centred, italic, single, 0 space before/after) 1 mark  
Top row merged, centred 1 mark

This year we have had successful representation at several boat shows including the Miami Yacht & Brokerage Show, the Dubai International Boat Show, the Palm Beach International Boat Show and the Palma Superyacht Show.

Footer – Automated page numbers left aligned

Name, centre no, candidate no right aligned 1 mark

Name, centre number, candidate number

SALES

Selling large luxury yachts demands professional expertise and extensive market knowledge. We are the world leader in new and used yacht sales, specialising in the most beautiful and remote parts of the world. It is hardly surprising that our chartering business goes from strength to strength. A fleet of over 90 yachts are managed by our expert brokers. In the past year there has been increased charter business across the range but the bigger new build yachts have outperformed the smaller under 40 metre yachts, which are still struggling for meaningful charter business. There is so much competition in this section of the market that flexibility, competitive pricing and excellent crew are absolutely essential. The market for chartering larger yachts continues to grow as fewer people are investing in ownership and, as a result, more are wanting to charter. Ownership's loss is charter's gain.

Image

Correct image inserted in correct position

Image reflected (flipped) – boat points left

Resized to 6 cm wide, aspect ratio maintained

Aligned top of text, left column margin, text wrapped

1 mark  
1 mark  
1 mark  
1 mark



CHARTERS

A Tawara Yacht charter is the ultimate holiday experience and the perfect way to explore some of the most beautiful and remote parts of the world. It is hardly surprising that our chartering business goes from strength to strength. A fleet of over 90 yachts are managed by our expert brokers. In the past year there has been increased charter business across the range but the bigger new build yachts have outperformed the smaller under 40 metre yachts, which are still struggling for meaningful charter business. There is so much competition in this section of the market that flexibility, competitive pricing and excellent crew are absolutely essential. The market for chartering larger yachts continues to grow as fewer people are investing in ownership and, as a result, more are wanting to charter. Ownership's loss is charter's gain.

CONCLUSION

It has been a strong start to the year and we are seeing signals across the market that the charter business will continue to increase this year. Customers want a wide choice of yachts to choose from and we provide some of the finest available on the market today. With a number of yacht sales, we are also seeing positive signs within the brokerage market. We have represented both the buyer and seller in many of these transactions, showing our strength in finding buyers and representing the interests of sellers. We look forward to continued growth in the second half of the year.

Document complete/paragraphs intact, no changes to page setup, consistent styles and spacing, top of columns balanced, no widows/orphans, split table, no blank pages, 6 pt after table 1 mark

Title – totally accurate, larger font, top of page, fully visible 1 mark

## Yachts less than 15 years old

| Yacht_Name        | Builder_Name                  | Type  | Length | Price       | Build_Year | Build_Country  | Sleeps | Crew | Total_Berths |
|-------------------|-------------------------------|-------|--------|-------------|------------|----------------|--------|------|--------------|
| Melina C          | Seaways Custom Yachts         | Motor | 40.0   | £7,900,000  | 2011       | Italy          | 14     | 10   | 24           |
| Supreme 123       | Simoncelli Panfilo            | Motor | 40.0   | £17,900,000 | 2012       | Italy          | 10     | 7    | 17           |
| Sea D             | Avrupa                        | Motor | 39.4   | £9,900,000  | 2012       | Turkey         | 6      | 3    | 9            |
| Westport 130      | Westport Boat Company         | Motor | 39.0   | £16,366,186 | 2012       | United States  | 10     | 7    | 17           |
| Twilight          | Mehmet Marina                 | Motor | 38.1   | £15,900,000 | 2013       | Turkey         | 8      | 6    | 14           |
| Shooting Star     | Nordic Marine                 | Motor | 38.0   | £14,500,000 | 2011       | Denmark        | 10     | 5    | 15           |
| Atlantide         | Dart Marine Engineering       | Motor | 37.0   | £5,000,000  | 2012       | United Kingdom | 4      | 4    | 8            |
| Crystal           | Pinto Lombardi Yachts         | Motor | 36.9   | £14,950,000 | 2011       | Netherlands    | 12     | 7    | 19           |
| Far Far Away      | Bodega Yachts                 | Motor | 36.6   | £10,621,460 | 2012       | Brazil         | 10     | 7    | 17           |
| Doubleshot        | Onda Marine                   | Motor | 36.5   | £7,200,000  | 2011       | Italy          | 1      | 6    | 7            |
| Longo Mai         | Dellucci di Iusso             | Motor | 34.8   | £850,000    | 2013       | Italy          | 8      | 4    | 12           |
| Fortrus           | Bodega Yachts                 | Motor | 34.2   | £9,750,000  | 2011       | Brazil         | 6      | 6    | 12           |
| Samara B          | Mercury Boat Builders         | Motor | 34.0   | £6,950,000  | 2012       | United Kingdom | 4      | 2    | 6            |
| Seven Js          | Tampa Marine                  | Motor | 33.5   | £5,900,000  | 2011       | United States  | 5      | 4    | 9            |
| Marbella          | Chang Yu Enterprises          | Motor | 33.0   | £2,395,000  | 2012       | Taiwan         | 7      | 2    | 9            |
| The Lady J        | Vermeer Boat Building Company | Motor | 32.2   | £949,000    | 2011       | Netherlands    | 6      | 2    | 8            |
| Cassiopeia        | Zaandam Yachts                | Motor | 32.0   | £4,900,000  | 2011       | Netherlands    | 8      | 4    | 12           |
| Quiet Place       | Decota Marine Services        | Motor | 30.5   | £1,890,000  | 2011       | United States  | 4      | 4    | 8            |
| Bamboleo          | Destiny SuperYachts           | Motor | 29.3   | £3,495,000  | 2013       | United States  | 10     | 4    | 14           |
| Dancing Milly III | Seaborne Custom Yachts        | Motor | 28.0   | £3,500,000  | 2012       | China          | 6      | 4    | 10           |
| Juna              | Coral Italia                  | Motor | 27.0   | £3,200,000  | 2012       | Italy          | 3      | 0    | 3            |
| Aurora            | Bonita Marine                 | Motor | 26.4   | £6,750,000  | 2013       | United States  | 12     | 5    | 17           |

Calculated field

Heading *Total\_Berths* totally accurate 1 mark  
*Total\_Berths* calculated [Sleeps] + [Crew] 1 mark

Sorted ascending on *Type* then descending on *Length*

Specified fields, correct order 1 mark  
 Landscape, one page wide, all base fields present, data fully visible 1 mark  
 Name, centre number and candidate in footer on every page 1 mark

Search (35 records)

*Build\_Year* >2010 1 mark  
*Length* is <=40 1 mark

Name, centre number, candidate number

Page 1 of 2

| Yacht_Name              | Builder_Name                | Type  | Length | Price       | Build_Year | Build_Country | Sleeps | Crew | Total_Berths |
|-------------------------|-----------------------------|-------|--------|-------------|------------|---------------|--------|------|--------------|
| Antalex                 | Bonita Marine               | Motor | 26.0   | £550,000    | 2012       | United States | 2      | 1    | 2            |
| Antalex                 | Santieri Marine             | Motor | 26.0   | £795,000    | 2011       | Italy         | 6      | 3    | 9            |
| Chills                  | Moretti Marine Construction | Motor | 25.9   | £1,950,000  | 2012       | Italy         | 8      | 2    | 10           |
| Motiva                  | Moretti Marine Construction | Motor | 25.9   | £1,950,000  | 2012       | Italy         | 12     | 3    | 15           |
| Piacere                 | Moretti Marine Construction | Motor | 25.9   | £1,950,000  | 2012       | United States | 2      | 0    | 2            |
| Trouton                 | Moretti Marine Construction | Motor | 25.9   | £795,000    | 2012       | Italy         | 6      | 2    | 8            |
| Olakala                 | Moretti Marine Construction | Motor | 25.9   | £1,950,000  | 2011       | United States | 6      | 2    | 8            |
| Sunrise                 | Moretti Marine Construction | Motor | 24.0   | £2,200,000  | 2011       | Italy         | 6      | 0    | 6            |
| Mirabella I             | Moretti Marine Construction | Motor | 24.0   | £875,000    | 2012       | Italy         | 7      | 3    | 10           |
| Twilight Moon           | Tatung Yachting Company     | Sail  | 40.0   | £1,000,000  | 2013       | Thailand      | 8      | 6    | 14           |
| Fantastica              | Mehmet Marina               | Sail  | 38.1   | £14,900,000 | 2013       | Turkey        | 8      | 6    | 14           |
| Kim                     | Kesamp Custom Yachts        | Sail  | 30.3   | £4,600,000  | 2012       | Finland       | 7      | 6    | 13           |
| Black Shark of St Peter | Biaggi Custom Yachts        | Sail  | 28.6   | £4,900,000  | 2014       | Italy         | 6      | 3    | 9            |
|                         | Vosselaan Marine Solutions  | Sail  | 24.7   | £439,000    | 2012       | Netherlands   | 6      | 2    | 8            |

Antalex entered as a new record - does not replace Caryali 1 mark  
 New record entered accurately 1 mark  
 (Antalex | Motor | 26 | 795000 | 2011 | 6 | 3)

**Display**

Length field displays 1 dp 1 mark

Price displays currency symbol, 0 dp 1 mark

Name, centre number, candidate number

Page 2 of 2

Title – totally accurate, larger font, top of page, fully visible 1 mark

## Oceania Boat Builders

Name, centre number, candidate number

**Search (30 records)**

*Builder\_Name* contains **Yacht**

1 mark

*Country\_Code* is **NZ** or **AU**

1 mark

(evidenced from *Build\_Country* New Zealand/Australia)

| Yacht_Name         | Builder_Name           | Type  | Length | Price       | Build_Country |
|--------------------|------------------------|-------|--------|-------------|---------------|
| Pegasus V          | Cooper Yachting NZ     | Motor | 78.6   | £70,899,695 | New Zealand   |
| Kokomo             | North Island Yachts    | Sail  | 58.4   | £39,750,000 | New Zealand   |
| Red Dragon         | North Island Yachts    | Sail  | 51.7   | £28,000,000 | New Zealand   |
| Zenji              | Miller Yachting        | Sail  | 56.0   | £26,900,000 | Australia     |
| Mondango           | North Island Yachts    | Sail  | 51.8   | £25,000,000 | New Zealand   |
| Australis          | Miller Yachting        | Motor | 48.0   | £19,950,000 | Australia     |
| Allure Shadow      | Cooper Yachting NZ     | Motor | 67.1   | £19,950,000 | New Zealand   |
| Aresteas           | Havanna Yacht Builders | Sail  | 50.9   | £15,750,000 | Australia     |
| Shenandoah of Sark | Miller Yachting        | Sail  | 54.4   | £15,000,000 | Australia     |
| Ermis 2            | North Island Yachts    | Motor | 37.6   | £13,000,000 | New Zealand   |
| Islander           | Havanna Yacht Builders | Motor | 58.5   | £12,850,000 | Australia     |
| Blisimer           | Cooper Yachting NZ     | Sail  | 36.8   | £11,900,000 | New Zealand   |
| Bliss              | Cooper Yachting NZ     | Sail  | 36.7   | £11,900,000 | New Zealand   |
| Como               | North Island Yachts    | Motor | 40.0   | £10,950,000 | New Zealand   |
| Clear Eyes         | Cooper Yachting NZ     | Sail  | 44.7   | £9,800,000  | New Zealand   |
| Paraiso            | North Island Yachts    | Sail  | 40.0   | £8,995,000  | New Zealand   |
| Sea Bowld          | Miller Yachting        | Motor | 53.0   | £8,995,000  | Australia     |
| Roxane             | North Island Yachts    | Sail  | 46.8   | £7,500,000  | New Zealand   |
| Lucy Belle         | Yachtera               | Motor | 27.8   | £5,995,000  | Australia     |
| Genevieve          | North Island Yachts    | Sail  | 37.0   | £5,950,000  | New Zealand   |
| Silvertrip         | Cooper Yachting NZ     | Sail  | 33.8   | £5,950,000  | New Zealand   |
| ZanZiba            | Miller Yachting        | Sail  | 45.9   | £5,750,000  | Australia     |
| Thunder B          | Miller Yachting        | Motor | 49.0   | £5,000,000  | Australia     |
| Seaquell           | North Island Yachts    | Sail  | 32.9   | £4,350,000  | New Zealand   |
| Nephele            | Havanna Yacht Builders | Sail  | 34.2   | £4,000,000  | Australia     |
| Aime Sea           | North Island Yachts    | Sail  | 35.1   | £3,250,000  | New Zealand   |
| Pacific Eagle      | North Island Yachts    | Sail  | 31.9   | £2,200,000  | New Zealand   |
| Mirabella          | Miller Yachting        | Sail  | 41.5   | £1,950,000  | Australia     |
| Maya               | Havanna Yacht Builders | Sail  | 21.3   | £795,000    | Australia     |
| Elegante           | Cooper Yachting NZ     | Motor | 25.0   | £495,000    | New Zealand   |

Correct average calculated

1 mark

Value formatted to 1 dp

1 mark

Value positioned below *Length* column

1 mark

44.2

Sorted descending order of price

1 mark

Specified fields, correct order

1 mark

Portrait, all fields present, no truncation, fits single page

1 mark

**Task 4 – Presentation**

6 slides imported, title and bullet layout, no changes to text, blank slides

1 mark

**Master slide items** (must be same position and consistent on all slides)

Name, centre number, candidate number, same position on every slide, no other items displayed

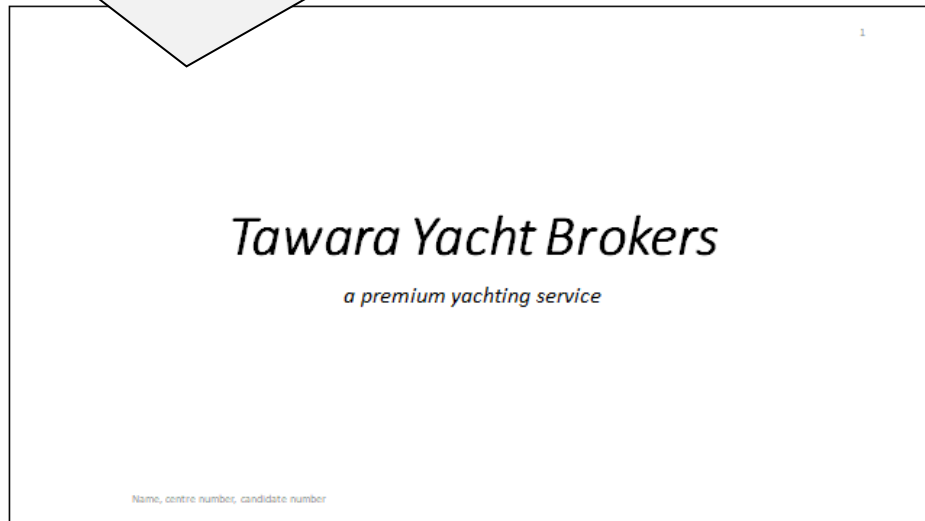
1 mark

Slide numbers top right, same position on every slide, no overlap of any items

1 mark

Slide 1 changed to title layout with title/subtitle centred and in the middle of the slide

1 mark



01/04/2020

3

### *Our Services*

- sale and purchase of new and used yachts
- [yacht charters](#)
- new builds
- full yacht management and maintenance service
- crew recruitment services

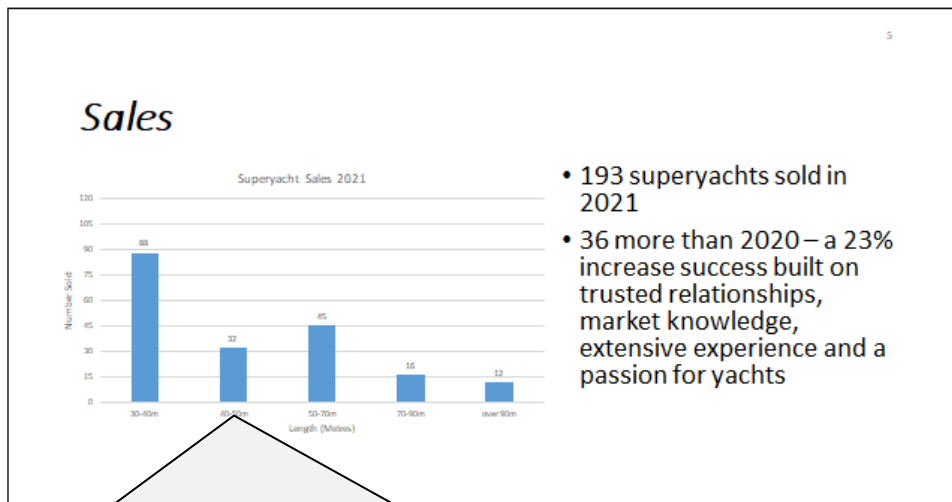
Name, centre number, candidate number

4

### *Our Staff*

- long serving, experienced and highly specialised brokers
- passionate about yachts
- up-to-date and extensive market knowledge
- known and respected by owners, crew, buyers, charterers, yacht builders and industry professionals worldwide

Name, centre number, candidate number



- |                                                                                                                       |        |
|-----------------------------------------------------------------------------------------------------------------------|--------|
| Vertical comparative bar chart created using correct data (yacht lengths on category axis, number sold on value axis) | 1 mark |
| Yacht lengths labels displayed on category axis                                                                       | 1 mark |
| Chart title totally accurate                                                                                          | 1 mark |
| Accurate value axis title <b>Number Sold</b> , category axis title <b>Length (Metres)</b>                             | 1 mark |
| Value data labels display above each bar, no legend                                                                   | 1 mark |
| Value axis displays minimum 0, maximum 120                                                                            | 1 mark |
| Value axis increments 15                                                                                              | 1 mark |
| Correct slide, left of bullets, all data fully visible, no overlap or split words                                     | 1 mark |

- ## Marketing
- dedicated marketing manager:
    - *manages vessel's promotion on specialist websites*
    - *keeps all particulars up-to-date in real time*
    - *maintains social media interaction and messaging*
    - *monitors market trends and fluctuations*
  - innovative marketing techniques
  - high quality photographs, drone footage, walk through videos and virtual tours
  - strong presence at yachting events and boat shows

- |                                                         |        |
|---------------------------------------------------------|--------|
| Correct 4 lines demoted correctly, aligned consistently | 1 mark |
| 4 demoted lines smaller font size, italic enhancement   | 1 mark |
| 4 demoted lines with dashed (-) bullets                 | 1 mark |

|                                          |        |
|------------------------------------------|--------|
| All slides printed with 2 slides to page | 1 mark |
|------------------------------------------|--------|

**EVIDENCE DOCUMENT****Step 1 – EVIDENCE 1**

File saved as BROKER with correct file type 1 mark

BROKER.docx

24/01/2020 14:20

Microsoft Word Document

16 KB

**Step 3 – EVIDENCE 2**

Modify Style

Properties

Name: TY-Subhead

Style type: Paragraph

Style based on: Normal

Style for following paragraph: TY-Subhead

Formatting

Font: Arial, 16 pt, Bold, All caps, Centered, Space After: 9 pt, Style: Show in the Styles gallery

Based on: Normal

☒ Add to the Styles gallery ☐ Automatically update

☐ Only in this document ☒ New documents based on this template

Format OK Cancel

**TY-Subhead style**

TY-Subhead text style created, named correctly 1 mark

Sans-serif font style, 16 pt, bold, all capitals 1 mark

Centre aligned, 0 space before, 9 pt space after 1 mark

**Step 4 – EVIDENCE 3**

Styles

Clear All

Normal

TY-Body

TY-Subhead

TY-Subtitle

TY-Table

TY-Title

Footer

Header

**Style list**

List of styles, 2 new styles correctly named, created and saved (TY-Subhead, TY-Table) 1 mark

**Step 5 – EVIDENCE 4**

Modify Style

Properties

Name: TY-Title

Style type: Paragraph

Style based on: Normal

Style for following paragraph: TY-Title

Formatting

Font: Times New Roman, 20 pt, Bold, Italic, Right, Space After: 18 pt, Style: Show in the Styles gallery

Based on: Normal

☒ Add to the Styles gallery ☐ Automatically update

☐ Only in this document ☒ New documents based on this template

Format OK Cancel

**Original - prior to changes:**

Modify Style

Properties

Name: TY-Title

Style type: Paragraph

Style based on: Normal

Style for following paragraph: TY-Title

Formatting

Font: Times New Roman, 20 pt, Bold, Italic, Right, Space After: 18 pt, Style: Show in the Styles gallery

Based on: Normal

☒ Add to the Styles gallery ☐ Automatically update

☐ Only in this document ☒ New documents based on this template

Format OK Cancel

**TY-Title – style modified**

Evidence of original style modified, based on Normal/default 1 mark

Correct attributes: sans-serif, 32 pt, centre, bold, underline, single, 0 pt before, 6 pt after 1 mark

**Step 18 – EVIDENCE 5**

| SP02YACHTS |            |
|------------|------------|
| Field Name | Data Type  |
| Yacht_Name | Short Text |
| Type       | Short Text |
| Yacht_ID   | Short Text |
| Length     | Number     |
| Builder_ID | Short Text |
| Price      | Currency   |
| Build_Year | Number     |
| Sleeps     | Number     |
| Crew       | Number     |

**SP02YACHTS Structure**

Only fields as given, correct field names and data types 1 mark  
*Yacht\_ID* set as primary key 1 mark

**Step 19 – EVIDENCE 6**

| SP02BUILDERS  |            |
|---------------|------------|
| Field Name    | Data Type  |
| Builder_Name  | Short Text |
| Builder_ID    | Short Text |
| Address       | Short Text |
| Place         | Short Text |
| Region        | Short Text |
| Zip_Code      | Short Text |
| Build_Country | Short Text |
| Country_Code  | Short Text |
| Services      | Short Text |
| Country_ID    | Short Text |
| Telephone     | Short Text |

**SP02BUILDERS Structure**

Only fields as given, all data types text 1 mark  
*Builder\_ID* set as primary key 1 mark

**Step 20 – EVIDENCE 7**

Edit Relationships

Table/Query: SP02BUILDERS    Related Table/Query: SP02YACHTS

Builder\_ID    Builder\_ID

☐ Enforce Referential Integrity  
☐ Cascade Update Related Fields  
☐ Cascade Delete Related Records

Relationship Type: One-To-Many

One-to-Many relationship between *Builder\_ID* fields 1 mark

**Step 24 – EVIDENCE 8**

Report 2 exported in pdf format, outcome with file type 1 mark

Oceania Boat Builders.pdf    01/04/2020 15:58    Adobe Acrobat Document    402 KB

**Step 34 – EVIDENCE 9**

Edit Hyperlink

Link to: Existing File or Web Page

Text to display: yacht charters

Select a place in this document:

- First Slide
- Last Slide
- Next Slide
- Previous Slide
- Slide Titles
  - 1. Tawara Yacht Brokers
  - 2. About
  - 3. Our Services
  - 4. Our Staff
  - 5. Sales
  - 6. Marketing

Slide preview: Sales

☐ Show and return

Remove Link

OK    Cancel

Correct text linked (*yacht charters*) 1 mark  
 Linked to *Sales* slide 1 mark

**BLANK PAGE**