|  |  |  |
| --- | --- | --- |
|  | Unit 1 Information Technology ApplicationsOutcome 1 |  |

TASK EXPECTATION SHEET

Outcome 1:

## “On completion of this unit the student should be able to apply the problem-solving methodology and use appropriate software tools to create data visualisations that meet users’ needs.”

##

|  |  |  |  |
| --- | --- | --- | --- |
|  | TASK COMPONENT | **MARKS ALLOCATED** |  |
|  | **TASK 1: SPREADSHEET SOLUTION (marks)** |  |  |
| 1 | **Design of the solution and output**  |  |  |
|  | Layout of proposed solution worksheet | 3 |  |
|  | Layout of Chart for each catchment area | 3 |  |
|  | Layout of Chart to compare all catchment areas | 3 |  |
|  | Layout of chart to use water wisely | 3 |  |
|  |  |  |  |
| 2 | **Completion of Spreadsheets** |  |  |
|  | Correct use of formula to calculate percentage | 2 |  |
|  | Correct use of formula to return usage classification | 2 |  |
|  | Correct use of validation where appropriate (include at least two techniques) | 5 |  |
|  |  |  |  |
| 3 | **Development and testing of spreadsheet solution** |  |  |
|  | Use of basic spreadsheet features and functions (cell formatting, inputting data, basic formulas, charting, sort,) | 3 |  |
|  | Use of advanced spreadsheet features where appropriate (LOOKUP tables, IF statements, absolute & relative cell references, naming ranges, advanced charting etc) | 3 |  |
|  |  |  |  |
|  | Graphic Representations |  |  |
|  | 1. Water level variance for each catchment area | 5 |  |
|  | 2. Water level variance of all catchment areas at once  | 5 |  |
|  | 3. Graphic for using water wisely | 5 |  |
|  |  |  |  |
| 4 | Functionality Testing |  |  |
|  | Completion of a test plan | 5 |  |
|  | Evidence of relevant tests conducted | 5 |  |
|  |  |  |  |
| 5 | Report |  |  |
|  | Statement of requirements and how you will meet these (identify data required) | 5 |  |
|  | Annotations to explain software functions used (include validation techniques) | 5 |  |
|  | Annotations to explain presentation features used (include at least two formatting conventions used) | 5 |  |
|  | Screen Prints of file storage evidencing appropriate naming and storage | 3 |  |
|  | Explanation of why the solutions, including graphic representations, are suited to the purpose. | 5 |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  | **75** |  |