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| **VCE Unit 4 IT Applications Outcome 1 Assessment 2012** |

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Task 1: Spread sheet Solution**

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| Criteria | Teachers Comments | Mark |
| **Analysis** |  |  |
| Write an overview of the organisation |  | 2 |
| Define the Problem in the organisation |  | 2 |
| Identify the goals of the organisation |  | 2 |
| Identify input and output requirements using an IPO diagram. |  | 2 |
| Identify any constraints in the organisation |  | 2 |
| Explain the benefits to the organisation |  | 2 |
| **Design** |  |  |
| Create fully annotated layout diagrams for all parts of the spreadsheet solution including a formula sheet |  | 4 |
| Identify data validation tests that need to be used to validate data |  | 2 |
| Create a set of test data to test the validation procedures used. You should test correct data, unusual data and incorrect data. |  | 3 |
| Create evaluation criteria to determine the success of the information system |  | 3 |
| Appropriate file management and naming of sheets. |  | 2 |
| **Development** |  |  |
| Range of software tools used appropriately. |  | 5 |
| Apply correct formats and conventions to produce the output- hand in an annotated printout showing two formatting conventions which were used. |  | 3 |
| Submit one annotated printout that shows two validation techniques used |  | 2 |
| **Testing** |  |  |
| Create a test table which tests all parts of the solution. |  | 2 |
| Submit an annotated printout that describes and identifies two of the testing techniques which were used. |  | 2 |

**Task 2: On-Screen User Documentation.**

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| **Criteria** | **Teachers Comments** | **Mark** |
| **Layout** diagrams showing the appearance and the architecture of the documentation including the **user interface, content and navigation.** |  | 2 |
| Range of software skills used to develop the user documentation. |  | 2 |
| Application of **formats** and **conventions** to the user documentation. |  | 2 |
| Submit an annotated printout that indicates **efficient** and **effective** user documentation. |  | 2 |
| User documentation includes **all** components and is **accurate** and **easy to read**. |  | 2 |

**Task 3: Evaluation of solution and user documentation.**

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| **Criteria** | **Teachers Comments** | **Mark** |
| Evaluate the spreadsheet and user documentation against your evaluation criteria. |  | 2 |
| How does the solution save the organisation time and money (efficient) |  | 1 |
| How easy is it for users to update information |  | 1 |
| How accurate is the output? |  | 1 |
| How comprehensive (complete and relevant) is the output |  | 1 |
| How well does the solution meet the needs of the organisation |  | 1 |
| How well does the solution improve the presentation and the communication of the message |  | 2 |
| Does the user documentation contain complete and accurate information explain?. |  | 1 |