Cambridge IGCSE™

INFORMATION AND COMMUNICATION TECHNOLOGY **0417/21**

Paper 2 Document Production, Databases and Presentations **May/June 2023**

2 hours 15 minutes

You will need: Candidate source files (listed on page 2)

INSTRUCTIONS

- Carry out **all** instructions in each step.
- Enter your name, centre number and candidate number on every printout before it is sent to the printer.
- Printouts with handwritten candidate details will **not** be marked.
- At the end of the examination, put all your printouts into the Assessment Record Folder.
- If you have produced rough copies of printouts, put a cross through each one to indicate that it is **not** the copy to be marked.
- You must **not** have access to either the internet or any email system during this examination.

INFORMATION

- The total mark for this paper is 70.
- The number of marks for each question or part question is shown in brackets [ ].

This document has **12** pages. Any blank pages are indicated.

[Turn over

You have been supplied with the following source files:

j2321cat_codes.csv
j2321evidence.rtf
j2321festival.rtf
j2321results.csv
j2321rider.jpg
j2321scratch.rtf
j2321start_times.csv
j2321winners.csv

Task 1 – Evidence Document

Open the file **j2321evidence.rtf**

Make sure that your name, centre number and candidate number will appear on every page of this document.

Save this document in your work area as **EVIDENCE** followed by your candidate number, for example, EVIDENCE9999

You will need your Evidence Document during the examination to place screenshots when required.

Task 2 – Document

You are going to edit a document for the Tawara Cycling Festival. The company uses a corporate house style for all their documents. Paragraph styles must be created and applied as instructed.

1   Using suitable software, open the file **j2321festival.rtf**

The page setup is set to A4, portrait orientation with 2 centimetre margins. Do **not** make any changes to these settings.

Three paragraph styles have already been created. Do **not** make any changes to these unless instructed.

Save the document in your work area with the file name **FESTIVAL**

Make sure that it is saved in the format of the software you are using.

Place in your Evidence Document a screenshot to show this file has been saved. Make sure that there is evidence of the file type.

[1]

2 Place in the header of the *FESTIVAL* document your name, centre number and candidate number right aligned.

Place in the footer automated page numbers left aligned.

Make sure that:

- all the alignments match the page margins
- no other text or placeholders are included in the header or footer areas
- the headers and footers are displayed on all pages.

[2]

3 Create and store the following style, basing it on the default/normal paragraph style:

Style name	Font style	Font size (points)	Alignment	Enhancement	Line spacing	Space before (points)	Space after (points)
CF-title	serif	32	centre	bold, italic	single	0	9

Take a screenshot to show that you have defined the settings for the *CF-title* style.

Make sure that there is evidence that you have based this on the default/normal paragraph style.

Place this in your Evidence Document.

[2]

4 Apply the *CF-title* style to the title text *Tawara Cycling Festival*   [1]

5 Change the page layout so that the subheading *The Trails* and the following text up to and including the paragraph ending *… their equipment is safe.* is displayed in two columns of equal width with a 1.5 centimetre space between the columns.   [2]

6 Import the image **j2321rider.jpg** and place it in the paragraph beginning *All trails start and finish …*
[1]

7 Reflect the image so that the bike points to the left.   [1]

8 Format the image so that:

- it is resized to a width of 4 centimetres with the aspect ratio maintained
- it is aligned to the left column margin and the top of the paragraph starting *All trails start and finish …*
- the text wraps around the image.

[2]

9 Apply bullets to the text from:

bike handling for children …

to

… yoga for cyclists.

Make sure that:

- the bullets are indented 1.5 centimetres from the left margin
- the list is in single line spacing with no space before or after each line
- there is a 6 point space after the last item in the list.

[3]

10 Locate the table in the document.

Delete the entire column and contents with the heading *Lunch*

[1]

11 Format the left column of the table so that it looks like the left column of this table:

Trail Details	Distance (mi)	Fee	Climb (ft)
	6 to 10	£7.00	209
	25	£15.00	949
	50	£20.00	1,640
	75	£25.00	2,112
	100	£25.00	2,637
	150*NEW	£32.00	4,169

[4]

12 Apply the *CF-table* style to columns 2, 3 and 4 of the table.

Make sure that:

- all the text of each row displays on one line
- 1 point black internal and external gridlines are displayed when printed
- the table borders and all the data fit within the column width
- there is a 6 point space after the table.

[3]

13 Locate the text *NEW in the table and format it to be superscript so that it looks like this:

*150*NEW*

[1]

14 Spell check and proofread the document.

Make sure that:

- the list and table are **not** split over two columns or pages
- there are no widows or orphans
- there are no blank pages
- the original styles are maintained
- all styles are applied consistently
- spacing is consistent between all items.

Save the document using the same file name and format used in Step 1.

Print the document.

[1]

[Total: 25]

Task 3 – Database

You are now going to prepare some reports.

15 Examine the file **j2321results.csv** and identify the most appropriate field to set as a primary key. Close this file.

Using database software, import the file *j2321results.csv*

Use these field names and data types:

Field name	Data type	Display
Start_Code	Text	
Last_Name	Text	
First_Name	Text	
Race_No	Number	0 decimal places
Club_Name	Text	
Cat_Code	Text	
YOB	Number	0 decimal places
Race_Time	Date/Time	hh:mm:ss
Status	Text	
Event_Rank	Number	0 decimal places
Cat_Rank	Number	0 decimal places

Set the identified field as a primary key.

Save the data.

Place in your Evidence Document a screenshot showing the field names, data types and primary key used in the table.

[2]

16 Import the file **j2321start_times.csv** as a new table in your database.

Use these field names and data types:

Field name	Data type	Display
Group_Code	Text	
Bib_Colour	Text	
Grade	Text	
Group_Name	Text	
Start_Time	Date/Time	hh:mm:ss

Set *Group_Code* as a primary key.

Place in your Evidence Document a screenshot showing the field names, data types and primary key used in the table.

[1]

17 Import the file **j2321cat_codes.csv** as a new table in your database. Set all the data types to text.

Set *Cat_Code* as a primary key.

Place in your Evidence Document a screenshot showing the field names, data types and primary key used in the table.

[1]

18 Create one-to-many relationships as links between:

- the *Group_Code* field in the start times table and the *Start_Code* field in the results table
- the *Cat_Code* field in the cat codes table and the *Cat_Code* field in the results table.

Place in your Evidence Document screenshots showing the one-to-many relationships between the three tables.

[1]

         [Turn over

19 Add the following as a new record in the results table:

Start_Code	**HC06**
Last_Name	**Wardle**
First_Name	**Basil**
Race_No	**1203**
Club_Name	**Power Cycles**
Cat_Code	**C5**
YOB	**1992**
Race_Time	**01:25:13**
Status	**FIN**
Event_Rank	**122**
Cat_Rank	**68**

Check your data entry for errors. Save the data.

[2]

20 Using fields from the results and start times tables, produce a tabular report that:

- selects the records where:
  - *Group_Code* is **HC00**
  - *YOB* is **1975** or later
- shows only the fields *Group_Code*, *Last_Name*, *First_Name*, *YOB*, *Status*, *Race_Time* and *Event_Rank* in this order, with data and labels displayed in full. Do **not** group the data
- sorts the data into descending order of *YOB*
- has a page orientation of portrait
- fits on a single page
- includes only the title **Scratch Category Outcomes** displayed in a larger font size, fully visible, at the top of the page
- calculates the number of database records shown in this report and places this at the end of the report, fully visible and formatted to 0 decimal places
- has the label **Number of cyclists** fully visible to the left of this value
- has your name, centre number and candidate number on the report.

Place in your Evidence Document a screenshot showing the database formula used to calculate the number of cyclists.

Save and print your report.

[9]

21 Using fields from the results and cat codes tables, produce a tabular report that:

- selects the records where:
  – *Club_Name* includes the text **power**
  – *Status* does **not** include **DNF** or **DNS**
- contains a new field called **Time_per_km** which is calculated at run-time. This field will calculate the *Race_Time* divided by the race distance of 50 km. Format this field to display time as hh:mm:ss
- shows only the fields *Race_No*, *First_Name*, *Last_Name*, *Cat_Rank*, *Club_Name*, *Category*, *Status*, *Time_per_km* and *Race_Time* in this order, with data and labels displayed in full. Do **not** group the data
- sorts the data into ascending order of *Club_Name* and ascending order of *Cat_Rank*
- has a page orientation of landscape
- fits a single page wide
- includes only the title **Power Club Results** displayed in a larger font size, fully visible, at the top of the page
- has your name, centre number and candidate number in the footer of the report so it appears in the same position on every page.

Place in your Evidence Document a screenshot showing the database search criteria used to select the records where *Status* does **not** include *DNF* or *DNS*.

Save and print your report.

[11]

[Total: 27]

Task 4 – Presentation

You are going to create a short presentation.

All slides must have a consistent layout and formatting.

22 Create a presentation of six slides using the file **j2321scratch.rtf**

Unless otherwise instructed, the slides must display a title and a bulleted list.

[1]

23 Use a master slide to display only the following features:

- automated slide numbers on the top right
- your name, centre number and candidate number on the bottom left
- a 3 to 4 point wide horizontal line about 3 centimetres from the bottom of the slide, above your details and across the full width of the slide.

Make sure that:

- master slide items appear in the same position on every slide
- no items overlap on any slide.

[3]

24 Format the first slide so that:

- a title slide layout is applied with no bullets
- the title and subtitle text are centre aligned and in the middle of the slide.

[1]

25 Use the data in the file **j2321winners.csv** to create a pie chart to compare the number of race wins by each group. [1]

26 Label the chart with the title **Percentage wins by group** [1]

27 Format the chart to display only group names and percentages as sector labels.

Position these labels outside each chart sector.

Display the percentage values to 1 decimal place.

Do **not** display a legend.

[3]

28 Emphasise the group with the largest percentage by pulling only this sector away from the other groups. [1]

29 Place the chart to the right of the bullets on the slide with the title *Scratch Group Cyclists*

Make sure that:

- no words are split
- all the data and labels are fully visible
- the chart and its contents do **not** overlap any slide items.

[1]

30 Add the following text as presenter/speaker notes to the slide with the title *Scratch Group Cyclists*

Race winner analysis – 38 races completed in 2022

Print only this slide as presenter/speaker notes in portrait orientation.

[2]

31 On the slide with the title *Handicaps* format the text *Race Director* so that when clicked it opens an email editor ready to send a message to **RD@cambridge.org** with a subject line **Race Handicaps**

Place in your Evidence Document a screenshot showing the linked text, email address and subject.

[3]

32 Save the presentation.

Print the full presentation as handouts in portrait orientation with 2 slides to the page, each filling half the page.

[1]

[Total: 18]

Task 5 – Printing the Evidence Document

33 Make sure that your name, centre number and candidate number appear on every page of your Evidence Document.

Save your Evidence Document.

Print your Evidence Document.

12

BLANK PAGE

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INFORMATION AND COMMUNICATION TECHNOLOGY   **0417/21**

Paper 2 Document Production, Databases and Presentations   **May/June 2023**

MARK SCHEME

Maximum Mark: 70

Published

This mark scheme is published as an aid to teachers and candidates, to indicate the requirements of the examination. It shows the basis on which Examiners were instructed to award marks. It does not indicate the details of the discussions that took place at an Examiners' meeting before marking began, which would have considered the acceptability of alternative answers.

Mark schemes should be read in conjunction with the question paper and the Principal Examiner Report for Teachers.

Cambridge International will not enter into discussions about these mark schemes.

Cambridge International is publishing the mark schemes for the May/June 2023 series for most Cambridge IGCSE, Cambridge International A and AS Level and Cambridge Pre-U components, and some Cambridge O Level components.

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 Production

Question	Answer	Marks
1	File saved as FESTIVAL with evidence of file type	**1**
2		**2**
	Name, centre number, candidate number right aligned in header	1
	Automated page numbers left aligned in footer	1
3		**2**
	CF-title style created, named correctly, based on normal/default	1
	CF-title style attributes – serif 32pt, centred, bold, italic, single line, 0pt before, 9pt after	1
4	CF-title style applied to title text – matches style defined in Evidence 2	**1**
5		**2**
	Section break – applied to correct text	1
	2 columns, 1.5 cm column spacing	1
6	Correct image inserted in correct paragraph	**1**
7	Image reflected horizontally	**1**
8		**2**
	Image resized to 4 cm wide with aspect ratio maintained	1
	Image aligned to top of text and left margin with text wrapped	1
9		**3**
	Bullets applied to correct text	1
	Bullets indented 1.5 cm from left margin	1
	Bullets in single line, 6pt after last item	1
10	Table complete and intact, *Lunch* column and contents deleted	**1**
11		**4**
	Table – column 1, 7 rows merged	1
	Table – column 1 text rotated anticlockwise 90°	1
	Table – column 1 white text on black background	1
	Table – column 1 text centred vertically and horizontally	1

Question	Answer	Marks
12		**3**
	Table – CF-table style applied columns 2, 3, and 4 only	1
	Table – 1pt internal and external gridlines printed	1
	Table borders and all data fit within column width, all text on one line, 6pt below table	1
13	Table text *NEW formatted to display as superscript	**1**
14	Document spell checked and proofread – layout complete and paragraphs intact	**1**

Task 3 – Database

Question	Answer	Marks
15		**2**
	Results table – All 11 field names and data types as given	1
	Results table – *Race_No* field set as primary key	1
16	*Start_times* table – 5 field names as given, correct data types, PK = *Group_Code*	**1**
17	*Cat_Codes* – 4 field names as given, correct data types, PK = *Cat_Code*	**1**

18	1-to-Many relationships:
	    Group_Code (*Start_times*) and Start_Code (*Results*)
	    Cat_Code (*Cat_codes*) and Cat_Code (*Results*)
		1

19		**2**
	New record – does not replace record 1011 Justin Fernsby	1
	New record – entered once, 100% accurate – 1203 | Basil | Wardle | 68 | Power Cycles | FIN | 01:25:13	1

Question	Answer	Marks
20		**9**
	Report title **Scratch Category Outcomes** 100% accurate, larger font, fully visible, top of page	1
	Select records – *Group_Code* is HC00	1
	Select records – *YOB* is >=1975	1
	Records sorted descending order of *YOB*	1
	Correct 7 fields in correct order – Group_Code | Last_Name | First_Name | YOB | Status | Race_Time | Event_Rank	1
	Print layout – portrait, all fields present, fits a single page only, no field truncation	1
	Calculated count of records (32), end of report, integer display, fully visible	1
	Calculated count label *Number of cyclists* 100% accurate, left of value	1
	Screenshot evidence of database formula to count number of cyclists	1
21		**11**
	Report footer – Name, centre number, candidate number in report footer, appears on every page	1
	Report title **Power Club Results** – 100% accurate, fully visible, large font, top	1
	Calculated field – field heading **Time_per_km** – 100% accurate	1
	Calculated field – average time calculated – correct values	1
	Calculated field – *Time_per_km* values display in the format hh:mm:ss	1
	Select records – *Club_Name* includes the text power	1
	Select records – *Status* does not include DNF or DNS	1
	Records sorted on 2 fields – ascending on *Club_Name* then ascending on *Cat_Rank*	1
	Correct 8 fields in correct order, headings match data – Race_No | First_Name | Last_Name | Cat_Rank | Club_Name | Category | Status | (Time_per_km) | Race_Time	1
	Print layout – landscape, one page wide, all base fields, no truncation	1
	Screenshot evidence of database search criteria – Status <> DNF and <> DNS	1

Task 4 – Presentation

Question	Answer	Marks
22	Presentation complete – 6 slides imported, consistent title/bullet layout, no blank slides, no text changed	**1**
23		**3**
	Master slide – automated slide numbers top right, same position, no additional items, no overlap	1
	Master slide – name, centre number, candidate number bottom left, same position	1
	Master slide – 3-4 pt horizontal line above ID details, 3 cm from bottom, full width of slide, no overlap	1
24	Slide 1 – title layout, title larger than subtitle, centred – middle of slide, no bullet	**1**
25	Pie chart created using correct data	**1**
26	Chart title **Percentage wins by group** 100% accurate	**1**
27		**3**
	Sector labels display the group and percentage	1
	Chart labels displayed outside each sector, no legend	1
	Percentages displayed to 1 decimal place	1
28	Largest segment only pulled away from chart	**1**
29	Chart on correct slide, right of bullets, data fully visible, does not overlap text	**1**
30		**2**
	Presenter notes added to correct slide and accurate – **Race winner analysis – 38 races completed in 2022**	1
	Correct slide printed as presenter/speaker notes in portrait orientation	1
31		**3**
	Correct text *Race Director* linked	1
	Email link addressed to **RD@ cambridge.org**	1
	Email link subject 100% accurate **Race Handicaps**	1
32	All slides printed as handouts, portrait orientation, 2 slides to page, each filling half page	**1**

Header
Name, centre number, candidate number right aligned,
no other items   1 mark

centre number, candidate number

Tawara Cycling Festival

We are delighted to announce the return of the Tawara Cycling Festival this summer. The event will be held on Sunday 27 August 2023 and is open to all club members and visiting cyclists. It will be the largest cycling event in the region this year. We have spectacular routes, beautiful scenery and exceptional entertainment planned in an amazing location. This is an event where the whole family is welcome, either cycling the family-friendly short route together or cheering the return of cyclists completing the longer routes. There are plenty of activities planned to make it a fun day out for all. Every penny of your entry fee helps to give you the best day possible and we reinvest any leftover funds into local cycling ventures and community projects.

The Tawara Cycling Festival is [...] lengths for all experience levels, ages [...] ng 25, 50, 75 and 100 mile routes, with a n[...] so have a family-friendly ride of 6 to 10 mile[...] younger children. All routes have been plann[...] commodate the riding ability of all participants from expert riders to complete novices.

Columns
Section break - applied to correct text   1 mark
2 columns, 1.5 cm column spacing   1 mark

The Trails

20 August or earlier if a trail is fully subscribed. Details of the available trails are

Image
Image inserted in correct paragraph   1 mark
Image flipped so bike faces left   1 mark
Aligned to top of text, left of column, text wrapped   1 mark
Resized to 4 cm wide, aspect ratio maintained   1 mark

(mi)	Fee	Climb (ft)
0	£7.00	209
	£15.00	949
	£20.00	1,640
	£25.00	2,112
100	£25.00	2,637
150*NEW	£32.00	4,169

wetland habitat [...] farmland.

All trails start and finish at the lake. In order to keep all riders as safe as

twenty minu[...] their trail. T[...] and designe[...] your own pa[...] be three fe[...] locations to [...] ready for the [...] will be a s[...] water, high[...] savoury sna[...] have toilet f[...] services and medical help if needed.

Registering an[...] ipating in a trail is taken as ackno[...] hat each cyclist accepts the ev[...] is a non-

Table
Table complete and intact, *Lunch* column and contents deleted   1 mark
Column 1–7 rows merged   1 mark
Column 1 text rotated anticlockwise 90°   1 mark
Column 1 white text on black background   1 mark
Column 1 text centred vertically and horizontally   1 mark
Only the text *NEW formatted to display as superscript   1 mark
1 pt internal and external gridlines printed   1 mark
Borders & data fit within column width, text on one line, 6 pt below table   1 mark
CF-table style applied columns 2, 3, and 4 only   1 mark

locations, emergency contact numbers and hazard signage to ensure riders can adequately prepare for the event.

Registration and Participation

Event registration and payment must be completed online prior to the festival. Please ensure you provide valid contact information and details of an emergency contact. Cash transactions cannot be accepted. Entries are limited to 150 for each trail distance so early registration is advisable. Entries will close on

On the day of the festival riders will need to check in by showing a copy of their confirmation email or photographic identification. All participants will be given a rider number. Riders are responsible for their own bike and equipment. The bike must be fully roadworthy and a cycle helmet must be

Footer
Automated page number left aligned, no other items   1 mark

1

Name, centre number, candidate number

worn. Headphones and musical playing devices are not permitted for riders whilst on the trails. It is the rider's own responsibility to ensure they are fit and able to take part in the event.

All volunteers, marshals and staff involved in the event will be clearly identifiable. They give their time freely and without their assistance we would not be able to run the festival. Please obey their instructions and be polite to them.

Cancellation

In

co[...]

cir[...]

res[...]

any[...]

by SMS and email at the earliest opportunity. Your entry fee will be refunded in full using the same method you used to purchase your entry. If the festival is postponed your entry will be carried forward to the rescheduled event. If you need to cancel your entry you can do so up to 5 days before the festival and receive a full refund. Cancellations made within 5 days of the festival will not be entitled to a refund. Cancellations made within 5 days of the festival will not be entitled to a refund.

We look forward to seeing you at the festival. Please remember to enter as early as possible to avoid disappointment. In the meantime, if you have any questions or concerns please feel free to contact us via our website.

Entertainment

Alongside the cycling, the festival will also have stalls and a wide range of free attractions and special events planned to keep all the family entertained. Many of the stalls have produce sourced from local retailers and suppliers within a 20-mile radius of the event. Activities will include:

- bike handling for children
- bubble [...]
- [...] maintenance sessions
- [...] on your bike sessions
- [...]s
- [...] round the nature
- [...]
- [...] ges
- [...] hows with stunt bike sessions
- rental bikes
- yoga for cyclists.

There is also a tranquil lake for supervised water activities such as canoeing, paddleboarding and wild swimming. There will be an indoor cycling centre where people can test out some of the newest bikes on the market. Secure bike storage is available so cyclists can enjoy the entertainment in the knowledge that their equipment is safe.

Bullets

Bullets applied to correct data (any consistent shape)	1 mark
Bullets indented 1.5 cm from left margin	1 mark
Bullets in single line, 6 pt after last item	1 mark

Document Presentation
Document complete/paragraphs intact, portrait, pages and columns aligned top, consistent margins, no widows/orphans, list and table not split, no blank pages, pre-applied styles unchanged with consistent spacing, space below columns <=6 pt   1 mark

2

Task 3 – Database

> **Title**
> Title 100% accurate, fully visible   1 mark

> Specified fields, correct order,
> headings match the data   1 mark
> Sort descending on *YOB*   1 mark

Scratch Category Outcomes

Name, centre number, candidate number

Group_Code	Last_Name	First_Name	YOB	Status	Race_Time	Event_Rank
HC00	Linder	Trinity	2005	FIN	01:35:35	305
HC00	Turgeon	Anna-Gabrielle	2004	FIN	01:32:58	266
HC00	Wolestenholme	Luther	2003	FIN	01:39:52	347
HC00	Weston	Christina	2001	FIN	01:29:41	211
HC00	Lagace	Dougal	2001	DNF	00:37:00	0
HC00	Annerman	Stuart	2000	FIN	01:22:57	60
HC00	Collins	Nathaniel	2000	FIN	01:41:20	358
HC00	Rowlands	Hakeem	1998	FIN	01:31:05	235
HC00	Makela	Xavier	1998	FIN	01:39:48	346
HC00	Coleman	Brandon	1998	DNF	00:44:32	0
HC00	Wrigglesford	Leonard	1997	FIN	01:25:40	133
HC00	Fogg	Montgomery	1996	DNS	00:00:00	0
HC00	Wilson	Olaf	1996	FIN	01:20:11	7
HC00	Caskey	Shauna	1995	FIN	01:23:36	77
HC00	Lunn	Oleg	1995	FIN	01:25:55	140
HC00	Kinniburgh	Gunther	1995	FIN	01:29:59	221
HC00	Mercer	Zenaida	1994	DNS	00:00:00	0
HC00	Loveday	Barry	1994	FIN	01:40:14	349
HC00	Turner	Stevie-Jane	1994	FIN	01:23:11	67
HC00	Sherstan	Walter	1994	FIN	01:25:12	121
HC00	Bayne	Marvin	1993	FIN	01:35:58	309
HC00	Piller	Idris	1992	FIN	01:36:10	312
HC00	Ward	Cecil	1991	FIN	01:52:36	384
HC00	Sproule	Louis	1991	DNF	00:53:49	0
HC00	Pattison	Gloria	1988	FIN	01:22:37	52
HC00	Jackman	Amanda	1987	DNS	00:00:00	0
HC00	Caouette-Rochon	Olive	1984	DNF	01:30:33	0
HC00	Walkingshaw	Max	1982	FIN	01:26:34	158
HC00	Brown	Marina	1978	FIN	01:33:42	280
HC00	Watson	Oscar	1977	FIN	01:19:26	1
HC00	Verveda	Eric	1975	FIN	01:23:09	66
HC00	Gunawardena	Kiera	1975	FIN	01:24:11	93

Number of cyclists   32

> **Select records (32):**
> *Group_Code* is **HC00**   1 mark
> *YOB* is **>=1975**   1 mark

> Correct count of records, end of report, integer display, fully visible   1 mark
> Label *Number of cyclists* 100% accurate, left of value   1 mark
> Portrait, all fields present, fits a single page only, no field truncation   1 mark

Title
Title 100% accurate, fully visible   1 mark

Calculated field
Heading 100% accurate   1 mark
Average time calculated - correct values   1 mark
Displays in the format hh:mm:ss   1 mark

Power Club Results

Race_No	First_Name	Last_Name	Cat_Rank	Club_Name	Category	Status	Time_per_km	Race_Time
1420	Olaf	Wilson	3	Empowerment Racing	Senior	FIN	00:01:36	01:20:11
1485	Sam	Holmwood	15	Empowerment Racing	Espoir	FIN	00:01:46	01:28:42
1353	Reuben	Thwaites	61	Empowerment Racing	Senior	FIN	00:01:42	01:24:35
1346	Archie	Pennington	89	Empowerment Racing	Senior	FIN	00:01:44	01:26:39
1159	Monica	Kingwell	101	Empowerment Racing	Senior	FIN	00:01:46	01:27:55
1047	Athena	Linley	151	Empowerment Racing	Senior	FIN	00:01:51	01:32:29
1560	Nancy	Lee	12	Power Bike Rangers	Espoir	FIN	00:01:46	01:28:22
1527	Lucinda	Telford	13	Power Bike Rangers	Espoir	FIN	00:01:46	01:28:31
1319	Stuart	Annerman	31	Power Bike Rangers	Senior	FIN	00:01:40	01:22:57
1388	Ernest	Hoyle	36	Power Bike Rangers	Senior	FIN	00:01:40	01:23:07
1628	Jackson	Graham	59	Power Bike Rangers	Master	FIN	00:01:47	01:29:05
1235	Loy	Bain	70	Power Bike Rangers	Master	FIN	00:01:56	01:37:03
1381	Philippe	Parker	127	Power Bike Rangers	Senior	FIN	00:01:49	01:30:34
1364	Stephen	Costello	251	Power Bike Rangers	Senior	FIN	00:02:16	01:53:44
1100	Wilhelm	Magsamen	8	Power Cycles	Espoir	FIN	00:01:43	01:25:29
1192	Guri	Doehring	51	Power Cycles	Senior	FIN	00:01:41	01:23:45
1011	Justin	Fernsby	61	Power Cycles	Master	FIN	00:01:49	01:30:56
1203	Basil	Wardle	68	Power Cycles	Senior	FIN	00:01:42	01:25:13
1393	Ivan	Vanderlee	108	Power Cycles	Senior	FIN	00:01:47	01:29:01

New record – does not replace record 1011 Justin Fernsby   1 mark
New record – entered once, 100% accurate   1 mark

Select records (45):
Club_Name includes the text **power**   1 mark
Status does **not** include **DNF** or **DNS**   1 mark

Name, centre number, candidate number

PUBLISHED

Race_No	First_Name	Last_Name	Cat_Rank	Club_Name	Category	Status	Time_per_km	Race_Time
1151	Alexandria	Bourgue	182	Power Cycles	Senior	FIN	00:01:54	01:34:59
1725	Pierce	Wichuk	10	Powerhouse Pedallers	Veteran	FIN	00:02:47	02:19:24
1760	Carmelo	Mills	50	Powerhouse Pedallers	Senior	FIN	00:01:40	01:23:44
1595	Sarah	Bedard	62	Powerhouse Pedallers	Master	FIN	00:01:50	01:32:00
1181	Spencer	Bone	159	Powerhouse Pedallers	Senior	FIN	00:01:52	01:33:09
1622	Shawna	Bonham	224	Powerhouse Pedallers	Senior	FIN	00:02:01	01:40:33
1498	Mackenzie	Platt	14	Team Pedal Power	Espoir	FIN	00:01:46	01:28:38
1240	Shaughn	Davies	32	Team Pedal Power	Senior	FIN	00:01:40	01:23:00
1802	Cyril	Hearle	66	Team Pedal Power	Senior	FIN	00:01:42	01:25:06
1450	Sven	Swift	110	Team Pedal Power	Senior	FIN	00:01:47	01:29:32
1702	Ajax	Janssen	155	Team Pedal Power	Senior	FIN	00:01:51	01:32:51
1177	Lucas	Cychowski	199	Team Pedal Power	Senior	FIN	00:01:56	01:36:38
1679	Jonathon Scott	Freemantle	4	Team Superpowered Rollers	Veteran	FIN	00:01:40	01:23:23
1766	Pepper	Gardner	6	Team Superpowered Rollers	Master	FIN	00:01:37	01:20:40
1655	Hunter	Watson	41	Team Superpowered Rollers	Master	FIN	00:01:43	01:25:50
1013	Niels	Bickham	56	Team Superpowered Rollers	Master	FIN	00:01:45	01:27:40
1665	Albert	Sutton	60	Team Superpowered Rollers	Master	FIN	00:01:47	01:29:30
1376	Nigel	Sissons	176	Team Superpowered Rollers	Senior	FIN	00:01:53	01:34:21
1416	Wendell	Stafford	180	Team Superpowered Rollers	Senior	FIN	00:01:54	01:34:36
1294	Hayden	Tatlow	11	Team Velopower	Senior	FIN	00:01:37	01:21:12
1606	Carthy	Young	43	Team Velopower	Master	FIN	00:01:43	01:26:00
1200	Samuel	Hanks	62	Team Velopower	Senior	FIN	00:01:42	01:24:36
1206	Harrison	Cooper-Holmes	77	Team Velopower	Senior	FIN	00:01:43	01:25:45
1811	Yannick	Tomassini	195	Team Velopower	Senior	FIN	00:01:55	01:36:12
1816	Oleksa	Hundert	200	Team Velopower	Senior	FIN	00:01:56	01:36:42
1713	Theodore	Cranston	245	Team Velopower	Senior	FIN	00:02:08	01:46:54

Specified base fields (8), all fields correct order, headings match data	1 mark
Landscape, one page wide, all base fields, no truncation	1 mark
Sort ascending on *Club_Name* then ascending on *Cat_Rank* (no grouping)	1 mark
Name, centre number, candidate number in footer, appears on every page	1 mark

Name, centre number, candidate number

Task 4 – Presentation

Slides imported, consistent title/bullet layout, no blank slides, no text changed 1 mark
Master slide
    Automated slide numbers top right, same position, no additional items, no overlap 1 mark
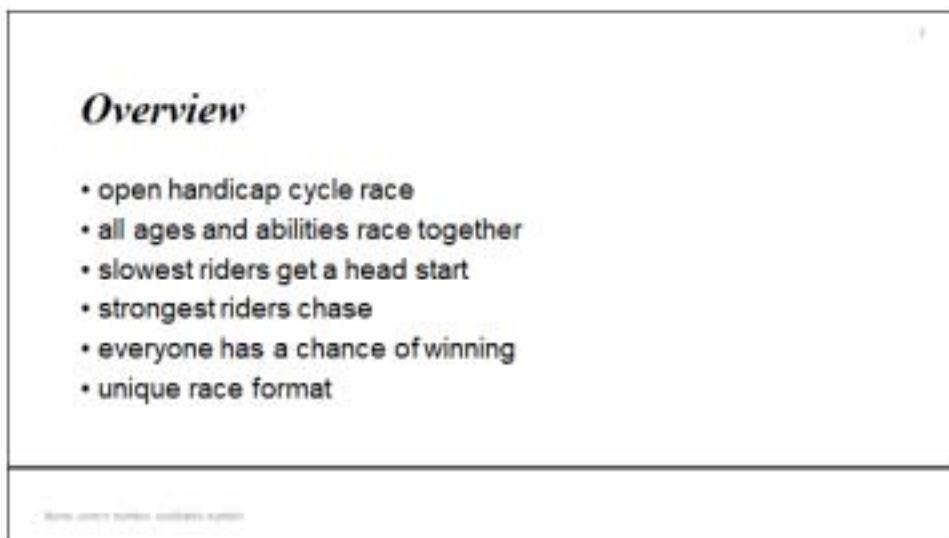   Name, centre number, candidate number bottom left, same position 1 mark
    3–4 pt horizontal line above ID details, approx 3 cm from bottom, full width of slide, no overlap 1 mark

Slide 1 – Title layout, title larger than subtitle, centred - middle of slide, no bullet 1 mark
All slides printed as handouts, portrait orientation, 2 slides to page, each filling half the page 1 mark

21/07/2021

Race Format

- cyclists grouped by ability
- each group is given a time handicap
- each group races as a team in matching colours
- all groups converge in the closing stages of the race
- race winner is the first rider over the finishing line
- fastest race time also receives recognition

Handicaps

- handicaps are determined by the Race Director
- based on ability, previous race results, course profile and weather conditions
- start times are staggered
- slowest cyclists leave first (limit group)
- the strongest cyclists leave last (scratch group)

2

21/07/2021

Race Tactics

- race format promotes teamwork as an individual cannot outrun the chasing teams
- each team works together to stay ahead of the chasing groups and to close the gap to the group ahead
- team members alternate leading the group
- slipstreaming saves energy and increases the team speed
- most races end in an individual sprint for the finish line

Scratch Group Cyclists

- won 42.1% of the time despite starting last
- have the greatest likelihood of winning
- win often, but not always
- won less than half the time despite being the fastest cyclists

3
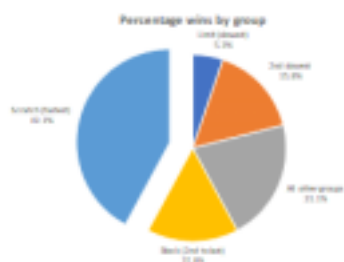
Pie chart created using correct data	1 mark
Chart title **Percentage wins by group** – 100% accurate	1 mark
Sector labels display the group and percentage	1 mark
Chart labels displayed outside each sector, no legend	1 mark
Percentages displayed to 1 decimal place	1 mark
Largest sector only pulled away from chart	1 mark
Chart on correct slide, right of bullets, data fully visible, does not overlap text	1 mark
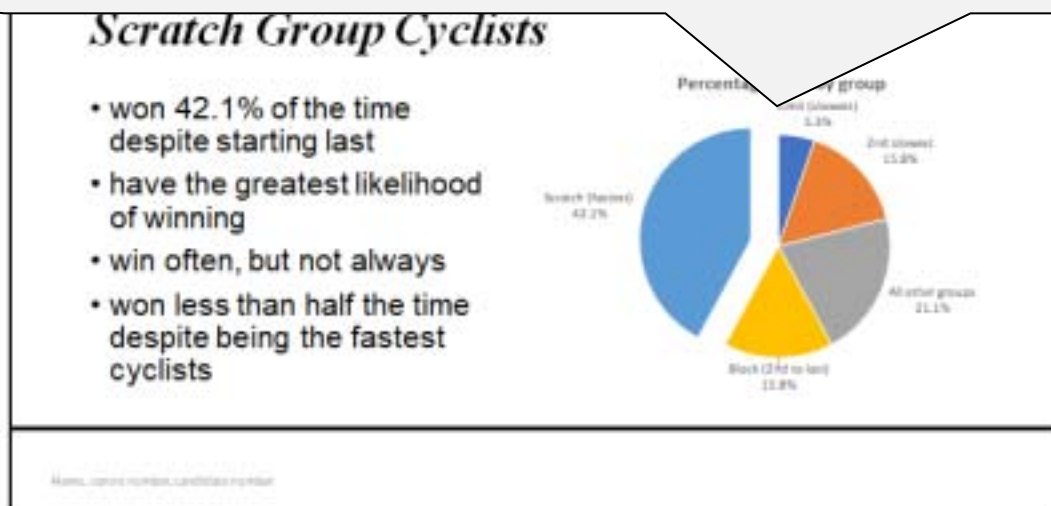
Race winner analysis - 38 races completed in 2022

Presenter notes, correct slide and 100% accurate	1 mark
Only *Scratch Group Cyclists* slide printed as presenter/speaker notes, portrait	1 mark

EVIDENCE DOCUMENT

Step 1 – **EVIDENCE 1**

File saved as FESTIVAL with evidence of correct file type   1 mark

FESTIVAL.docx	20/07/2021 14:24	Microsoft Word Document	60 KB
FESTIVAL.docx			
FESTIVAL.docx	2023-06-04 10:12 AM	DOCX File	25 KB

Step 3 – **EVIDENCE 2**

Style
CF-title style created, named correctly, based on normal/default   1 mark
Serif, 32 pt, centred, bold, italic, single line, 0 pt before, 9 pt after   1 mark

Tawara Cycling Festival

Step 15 – **EVIDENCE 3**

Field Name	Data Type
Start_Code	Short Text
Last_Name	Short Text
First_Name	Short Text
Race_No	Number
Club_Name	Short Text
Cat_Code	Short Text
YOB	Number
Race_Time	Date/Time
Status	Short Text
Event_Rank	Number
Cat_Rank	Number

DB Structure — j2321results.csv table
All 11 field names and data types as given   1 mark
Race_No set as primary key   1 mark

Step 16 – **EVIDENCE 4**

Field Name	Data Type
Group_Code	Short Text
Bib_Colour	Short Text
Grade	Short Text
Group_Name	Short Text
Start_Time	Date/Time

DB Structure - j2321start_times.csv table
All field names and data types as given
Group_Code field as primary key   1 mark

Step 17 – **EVIDENCE 5**

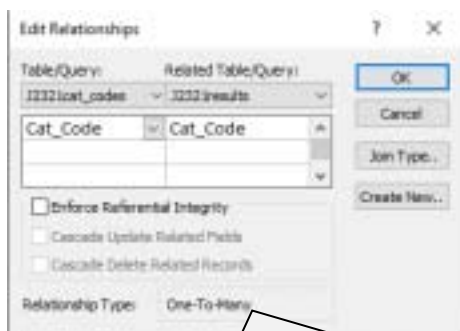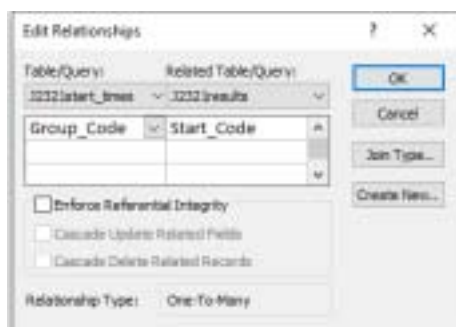| Field Name	Data Type
Category	Short Text
Cat_Code	Short Text
Year_Band	Short Text
Gender	Short Text

DB Structure – j2321cat_codes.csv table
All field names and data types as given
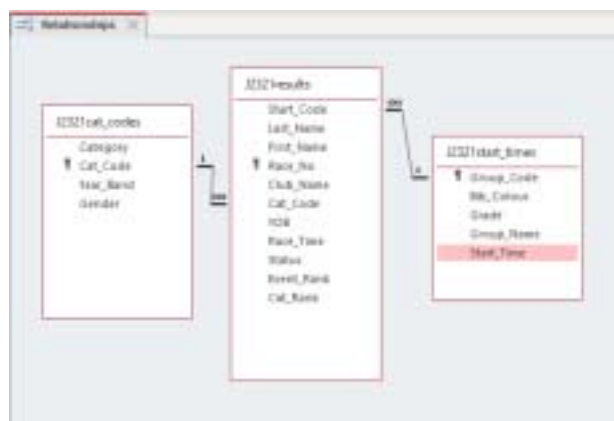*Cat_Code* field as primary key   1 mark
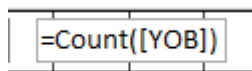
Step 18 – **EVIDENCE 6**   **OR**

1-to-Many relationship *Group_Code* (start_times) and *Start_Code* (results)
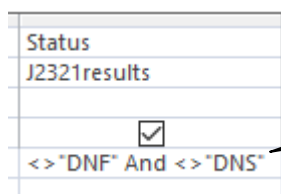1-to-Many relationship *Cat_Code* (cat_codes) and *Cat_Code* (results)   1 mark

Step 20 – **EVIDENCE 7**

Screenshot evidence of database formula to calculate
the number of competitors   1 mark

=Count([YOB])

Step 21 – **EVIDENCE 8**

Single screenshot evidence of database search criteria
Status <> DNF **and** <> DNS   1 mark

Status
J2321results

☑
<>"DNF" And <>"DNS"

Step 31 – **EVIDENCE 9**

Correct text *Race Director* linked   1 mark
Email address **RD@cambridge.org**   1 mark
Subject 100% accurate **Race Handicaps**   1 mark