



Province of the
EASTERN CAPE
EDUCATION

**NATIONAL
SENIOR CERTIFICATE**

GRADE 11

NOVEMBER 2014

**COMPUTER APPLICATIONS TECHNOLOGY P1
MEMORANDUM**

NAME OF CANDIDATE: _____ GRADE: _____

SIGNATURE OF EDUCATOR: _____

	TOTAL	Q1	Q2	Q3	Q4	Q5	Q6	Q7
MARKS:	180	35	15	28	22	40	20	20

This memorandum consists of 13 pages.

QUESTION 1

No.	Criteria	Max.	✓	Mark
1.1	Right Aligned, ✓ Change to Italics. <i>Traffic Accident Investigation in South Africa, disturbing facts.</i>	2		
1.2	Heading 1 colour changed to red ✓ Main heading formatted with modified Heading 1 style ✓ All subheadings formatted with Heading 2 style ✓	3		
1.3	Report Reference added: ✓ In the correct position ✓ <ul style="list-style-type: none"> • Author: Volminck,S,D, Nathan ✓ • Title: News Updater ✓ • Year: 2013 ✓ • City: Pretoria ✓ • Publisher: Daily News ✓ 	7		
1.4	3pt page border ✓ around the document. ✓	2		
1.5	<ul style="list-style-type: none"> • Caption "Vehicle Types "added correct✓ • Above the diagram on page 1 ✓ (<i>This diagram will now be on page 2 because of the page break.</i>) • Numbering format changed to A✓ 	3		
1.6	Border around paragraph removed.✓	1		
1.7	1.7.1 <ul style="list-style-type: none"> • Created new style: • Name: Arrive Alive ✓ • Style type: Linked (Paragraph and character) ✓ • Style and Following style based on: Normal ✓ • Font colour dark red and 16 ✓ • Paragraph spacing set to 3pt After. ✓ 	5		
	1.7.2	"SAPS and the Metro Police": formatted with this new style✓	1	
1.8	1.8.1	Footnote added to "Skidmarks": ✓	3	
	1.8.2	Number format changed to Roman Figure i. ✓		
	1.8.3	Correct text appear in footer. ✓ <i>"Skidmarks are marks left on the roadway from a vehicle that has locked its breaks"</i>		

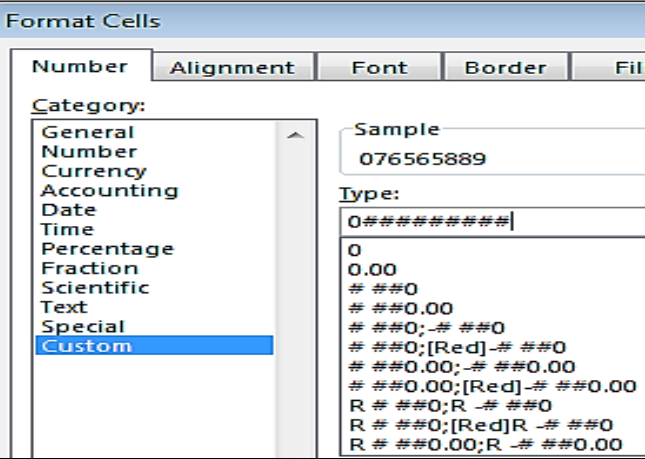
1.9	Section break inserted in the correct place (before Main Heading: Background) ✓	1		
1.10	Table of Content Added ✓ At the top of first page ✓ Heading 1 and 2 style displayed ✓	3		
1.11	Automatic page numbering ✓ In the centre of the footer ✓	2		
1.12	Drop cap added to first sentence in first paragraph ✓ Distance set to 0.5 cm from text ✓	2		
		[35]		

QUESTION 2

No.	Criteria	Max.	✓	Mark
2.1	Font 'Children Safety' and 'Cycle Fun Race' changed to WordArt ✓ Style Gradient Fill Gold, Accent 4 ✓	2		
2.2	Pictures size of both set at exactly ✓ 2.73 cm ✓ by 2.73 cm ✓	3		
2.3	<ul style="list-style-type: none"> WordArt images grouped with pictures ✓ Displayed as one object. ✓ 	2		
2.4	2.4.1 Object colour Change Accent Colours 4 to 5. ✓✓	2		
	2.4.2 Object style changed to 3-D ✓ 'Inset' SmartArt Style ✓	1		
	2.4.3 Information/text of the first three finalists changed. ✓✓✓	3		
	2.4.4 Picture Fill applied correctly image Q2_SA flag.jpg ✓✓	2		
		[15]		

QUESTION 3

No.	Criteria	Max.	✓	Mark
3.1	<ul style="list-style-type: none"> A1: L1 merged ✓ Red fill colour ✓ 	2		
3.2	3.2.1 Row height changed to 34. ✓	1		
	3.2.2 Headings in row 3 vertically centred ✓ Wrap text applied ✓	2		
3.3	Column headings in row 3 Frozen ✓	1		
3.4	Column H: <ul style="list-style-type: none"> Conditional Formatting applied ✓ Condition: Greater than R65 ✓ Format: Green fill ✓ 	3		
3.5	Cell D106: =COUNTIF ✓ (C4:C104 ✓, "L") ✓	3		
3.6	Cell D107: =COUNTA ✓ (D4:D104) ✓ OR =COUNTA(B4:B104) OR =COUNT(A4:A104)	2		
3.7	Cell H106: =COUNTBLANK ✓ (K4:K104) ✓	2		
3.8	Cell H107: =SUMIF ✓ (C4:C104 ✓, "L" ✓, H4:H104 ✓)	4		
3.9	Cell L4: =IF ✓ (C4="S" ✓, "40km" ✓, "75km") ✓	4		

<p>3.10</p>	<p>Cell J6: Format cell as text and insert 0 Custom format ✓ Cell number correctly displayed ✓</p> 	<p>2</p>		
<p>3.11</p>	<p>Borders inserted ✓ In the correct range A3:L104 ✓</p>	<p>2</p>		
		<p>[28]</p>		

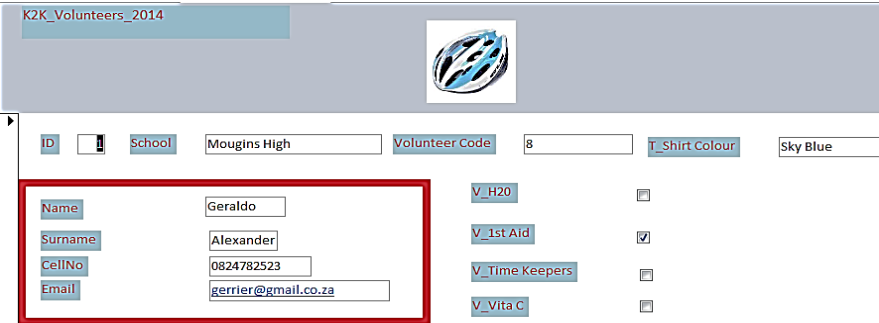
QUESTION 4

No.	Criteria	Max.	✓	Mark
4.1	4.1.1 Cell G8: Correct formula * ✓ Correct cells: =A8*F8 ✓	2		
	✓			
	4.1.2 Auto fill/drag down method used ✓ cells G8:G12 ✓	1		
4.2	Cell G16: =SUM ✓ (G8:G12) ✓	2		
4.3	Cell G17: =IF ✓ (G16>R3000 ✓, G16*10%, G16*0 ✓) OR =IF(G16>3000, G16*0.1, "0")	3		
4.4	Cell G19: =G18 ✓ * ✓ 0.14 ✓ OR =G18+14%	3		
4.5	Cell G20: =SUM ✓ (G18, G19) ✓ OR G18 ✓ + G19 ✓ ✓	2		

Work in the Graph worksheet.			
4.6	<ul style="list-style-type: none"> • Bar/column (suitable) chart inserted correctly ✓ • Correct data range used ✓ (excluding fruit juice) • Relevant title ✓ • Legend removed ✓ • Y-axis set to end at 100 (maximum value) ✓ • Axis title displayed ✓ • Data values correctly displayed ✓ • Platter names appear in full on X-axis. ✓ 	8	
4.7	Sheet 1 hidden ✓	1	
		[22]	

QUESTION 5

No.	Item / Criteria	Max	✓	Mark																																										
5.1	5.1.1	ID field or CellNo field set as primary key ✓	1																																											
	5.1.2	Drop down list ✓ with correct data = <ul style="list-style-type: none"> • Mougins High, • Kilmore High, • Appleby High ✓ (<i>Display control and Row Source in the Lookup tab</i>)	2																																											
	5.1.3	<i>Volunteer code</i> field: <i>Required</i> set as <i>Yes</i> ✓	1																																											
	5.1.4	<i>CellNo</i> veld: Input Mask ✓ = 0000000000 ✓	2																																											
5.2	<p>Query: Mougins High Fields used for query: Name, Surname, CellNo, Volunteer code, ✓ and <i>School</i> ✓ <i>School</i> field not shown ✓ Criteria for <i>School</i> field: Mougins High ✓ Criteria for <i>Volunteer Code</i> field: 12 ✓✓ (5 records)</p> <table border="1"> <tr> <td>Field:</td> <td>[Name]</td> <td>[Surname]</td> <td>[CellNo]</td> <td>[School]</td> <td>[Volunteer Code]</td> <td></td> </tr> <tr> <td>Table:</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> <td></td> </tr> <tr> <td>Sort:</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Show:</td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> <tr> <td>Criteria:</td> <td></td> <td></td> <td></td> <td>"Schornville High"</td> <td>"12"</td> <td></td> </tr> <tr> <td>or:</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Field:	[Name]	[Surname]	[CellNo]	[School]	[Volunteer Code]		Table:	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Volunteer list		Sort:							Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Criteria:				"Schornville High"	"12"		or:							5		
Field:	[Name]	[Surname]	[CellNo]	[School]	[Volunteer Code]																																									
Table:	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Volunteer list																																									
Sort:																																														
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>																																									
Criteria:				"Schornville High"	"12"																																									
or:																																														
5.3	<p>Query: K2K Volunteers Fields used for query: <i>Name</i>, <i>Surname</i>, <i>School</i>, <i>Volunteer Code</i>, <i>CellNo</i>, <i>V_Vita C</i> and <i>V_1st Aid</i> ✓ <i>V_Vita C</i> and <i>V_1st Aid</i> fields not shown ✓ Criteria for <i>Volunteer Code</i> field: K2K_E OR K2K_L OR K2K_P ✓ Criteria for <i>V_Vita C</i> field: <i>Yes</i> or <i>True</i> or <i>On</i> ✓ Criteria for <i>V_1st Aid</i> field: <i>Yes</i> or <i>True</i> or <i>On</i> ✓ (<i>Note: criteria must be repeated if on separate rows – ‘or’ logic</i>) Sorted alphabetically by <i>School</i> (ascending) ✓</p> <table border="1"> <tr> <td>Field:</td> <td>[Name]</td> <td>[Surname]</td> <td>[School]</td> <td>[Volunteer Code]</td> <td>V_Vita C</td> <td>V_1st Aid</td> </tr> <tr> <td>Table:</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> </tr> <tr> <td>Sort:</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Show:</td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Criteria:</td> <td></td> <td></td> <td></td> <td>"K2K_E" Or "K2K_L" Or Yes</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>or:</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Field:	[Name]	[Surname]	[School]	[Volunteer Code]	V_Vita C	V_1st Aid	Table:	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Sort:							Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Criteria:				"K2K_E" Or "K2K_L" Or Yes	Yes	Yes	or:							6		
Field:	[Name]	[Surname]	[School]	[Volunteer Code]	V_Vita C	V_1st Aid																																								
Table:	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Volunteer list																																								
Sort:																																														
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																								
Criteria:				"K2K_E" Or "K2K_L" Or Yes	Yes	Yes																																								
or:																																														

5.4	<p>Form: List of Helpers Form Title: <i>K2K Volunteers_2014</i> Calibri ✓ (detail) 12 pt ✓ Q5_Helmet image in <i>form header</i> ✓ size 3 cm ✓ 6 pt solid ✓ Red rectangular ✓ border inserted ✓ around 4 fields ✓ Four fields moved to the right ✓</p> 	9																																										
Report: Volunteer List																																												
5.5	<table border="1"> <tr> <td data-bbox="244 996 379 1142">5.5.1</td> <td data-bbox="379 996 1157 1142">Fields included: <i>Name, Surname, School, Volunteer Code, V_H20, V-1st Aid, V_timekeepers, V_Vita C and T_shirt Colour</i> ✓</td> <td data-bbox="1157 996 1268 1142">1</td> <td data-bbox="1268 996 1364 1142"></td> <td data-bbox="1364 996 1484 1142"></td> </tr> <tr> <td data-bbox="244 1142 379 1220">5.5.2</td> <td data-bbox="379 1142 1157 1220">Saved as <i>List of volunteers</i> ✓</td> <td data-bbox="1157 1142 1268 1220">1</td> <td data-bbox="1268 1142 1364 1220"></td> <td data-bbox="1364 1142 1484 1220"></td> </tr> <tr> <td data-bbox="244 1220 379 1332">5.5.3</td> <td data-bbox="379 1220 1157 1332">Grouped by <i>School</i> ✓ then by <i>Volunteer Code</i> ✓</td> <td data-bbox="1157 1220 1268 1332">2</td> <td data-bbox="1268 1220 1364 1332"></td> <td data-bbox="1364 1220 1484 1332"></td> </tr> <tr> <td data-bbox="244 1332 379 1411">5.5.4</td> <td data-bbox="379 1332 1157 1411">Sorted by <i>Surname</i> ✓</td> <td data-bbox="1157 1332 1268 1411">1</td> <td data-bbox="1268 1332 1364 1411"></td> <td data-bbox="1364 1332 1484 1411"></td> </tr> <tr> <td data-bbox="244 1411 379 1489">5.5.5</td> <td data-bbox="379 1411 1157 1489">Orientation = <i>Landscape</i> ✓</td> <td data-bbox="1157 1411 1268 1489">1</td> <td data-bbox="1268 1411 1364 1489"></td> <td data-bbox="1364 1411 1484 1489"></td> </tr> <tr> <td data-bbox="244 1489 379 1568">5.5.6</td> <td data-bbox="379 1489 1157 1568">Title: <i>Save our Cyclists!</i> ✓</td> <td data-bbox="1157 1489 1268 1568">1</td> <td data-bbox="1268 1489 1364 1568"></td> <td data-bbox="1364 1489 1484 1568"></td> </tr> <tr> <td data-bbox="244 1568 379 1758">5.5.7</td> <td data-bbox="379 1568 1157 1758">Headings and details all clearly legible in Print Preview ✓ and school field centre aligned ✓</td> <td data-bbox="1157 1568 1268 1758">2</td> <td data-bbox="1268 1568 1364 1758"></td> <td data-bbox="1364 1568 1484 1758"></td> </tr> <tr> <td data-bbox="244 1758 379 1982">5.5.8</td> <td data-bbox="379 1758 1157 1982"> <u>Statistics in Report Footer:</u> = COUNT ✓ (*) ✓ (<i>OR any field may be used</i>) = COUNT ✓ ([<i>School Name</i>]) ✓ Descriptive labels added for each calculation ✓ </td> <td data-bbox="1157 1758 1268 1982">5</td> <td data-bbox="1268 1758 1364 1982"></td> <td data-bbox="1364 1758 1484 1982"></td> </tr> </table>	5.5.1	Fields included: <i>Name, Surname, School, Volunteer Code, V_H20, V-1st Aid, V_timekeepers, V_Vita C and T_shirt Colour</i> ✓	1			5.5.2	Saved as <i>List of volunteers</i> ✓	1			5.5.3	Grouped by <i>School</i> ✓ then by <i>Volunteer Code</i> ✓	2			5.5.4	Sorted by <i>Surname</i> ✓	1			5.5.5	Orientation = <i>Landscape</i> ✓	1			5.5.6	Title: <i>Save our Cyclists!</i> ✓	1			5.5.7	Headings and details all clearly legible in Print Preview ✓ and school field centre aligned ✓	2			5.5.8	<u>Statistics in Report Footer:</u> = COUNT ✓ (*) ✓ (<i>OR any field may be used</i>) = COUNT ✓ ([<i>School Name</i>]) ✓ Descriptive labels added for each calculation ✓	5			[40]		
5.5.1	Fields included: <i>Name, Surname, School, Volunteer Code, V_H20, V-1st Aid, V_timekeepers, V_Vita C and T_shirt Colour</i> ✓	1																																										
5.5.2	Saved as <i>List of volunteers</i> ✓	1																																										
5.5.3	Grouped by <i>School</i> ✓ then by <i>Volunteer Code</i> ✓	2																																										
5.5.4	Sorted by <i>Surname</i> ✓	1																																										
5.5.5	Orientation = <i>Landscape</i> ✓	1																																										
5.5.6	Title: <i>Save our Cyclists!</i> ✓	1																																										
5.5.7	Headings and details all clearly legible in Print Preview ✓ and school field centre aligned ✓	2																																										
5.5.8	<u>Statistics in Report Footer:</u> = COUNT ✓ (*) ✓ (<i>OR any field may be used</i>) = COUNT ✓ ([<i>School Name</i>]) ✓ Descriptive labels added for each calculation ✓	5																																										

QUESTION 6

No.	Item / Criteria	Max	✓	Mark
6.1	Title: Zero Tolerance <title> Zero Tolerance </title> Opening and closing tags for title ✓✓	2		
6.2	Background colour <body bgcolor = "green"> bgcolor="green" attribute added to <body> tag ✓	1		
6.3	Heading: Burry Stander Foundation <h1> The Burry Stander Foundation</h1> Text appears between<h1> ... </h1> tags ✓ ... tags added ✓ With the following attributes applied to the text font: Align=centre ✓ colour = "yellow" ✓	4		
6.4	<body bgcolor = "green">< font colour ="white"> ✓	1		
6.5	Q6_SA mug.gif Image name changed to "Q6_SA mug.jpg" ✓	1		
6.6	Italics Italics tag closed after 'lost': <i> lost </i> ✓	1		
6.7	Numbered list under the Heading: We stand for... . . . changed to . . . ✓ ✓ added to Pedestrians added to Cycling commuters added to Motorbikes 2 marks for opening and closing the list tags (3		
6.8	6.8.1 Immediate Goals Bold removed✓	1		
	6.8.2 u>.....</u>✓ added to the text	1		

6.9	6.9.1	How can you help <p> How can you help </p> changed to <p align="centre"> How can you help </p> Align = "Centre" added as indicated ✓	1		
	6.9.2	Horizontal lines Above and below the text "How can you ..." ✓ <hr colour="red" /> colour= "red" ✓ (-1 if either of the two lines is missing)	2		
6.10		Font face attribute face="jokerman" ✓ added to <i>Petition</i> ✓	2		
			[20]		

QUESTION 7

No.	Criteria	Max.	✓	Mark
7.1	Sheet 2 removed ✓	1		
7.2	7.2.1 Copy ✓ and saved Q7-Fatalities ✓ Data on Fatalities is linked / updatable ✓	3		
7.3	Caption "Figure1" ✓	1		
7.4	PowerPoint file Q7_Slide_ display correct as icon ✓ and linked to original file location ✓	2		
7.5	7.5.1 Imported: Q7_Manager_Details to a new table ✓	1		
	7.5.2 Date of Birth column excluded	1		
	7.5.3 NO primary key ✓	1		
	7.5.4 Renamed Q7_Manager_Details ✓	1		
7.6	7.6.1 File converted to <i>Rich Text Format (Q7_Hard facts.rtf)</i> . ✓ ✓	2		
	7.6.2 Author property changed to Name and Surname in the download.jpg file ✓	1		
	7.6.3 Q7_Hard facts .rtf set to <i>Read-only</i> attribute ✓	1		
7.7	63 files ✓	1		
7.8	7.8.1 Order changed, from left to right; to Size, Name and Type. ✓	1		
	7.8.2 Screenshot pasted in the Q7 Answer file ✓	1		
7.9	My bike.docx ✓ protected with a Password: NOV_14 ✓	1		
		[20]		

TOTAL: 180

VRAAG 7

(NOVEMBER 2014)

REKENAARSTOEPASSINGSTEKNOLOGIE V1

13

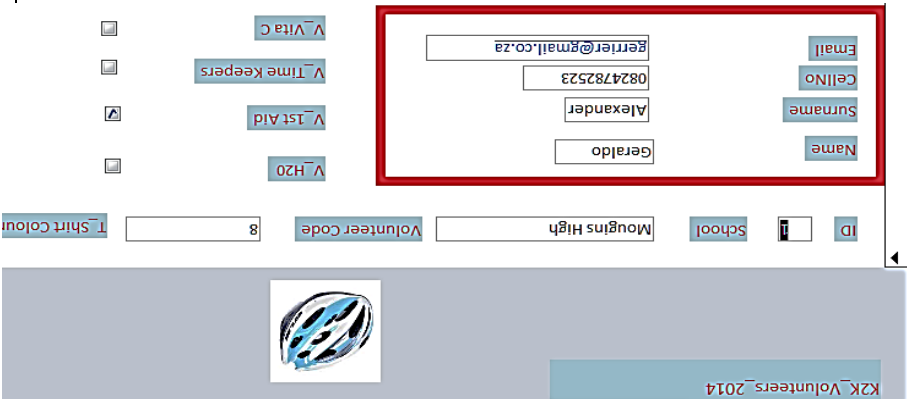
Nr.	Kriteria	Maks	✓	Punt
7.1	Sheet 2 verwyder ✓	1		
7.2	7.2.1 Grafiek gekopieer ✓ en gestoor Q7-Fatilities✓	2		
	Data kan outomaties opdateer ✓	1		
7.3	Byskryf "Figure1" ✓	1		
7.4	PowerPoint lêer Q7_Slide_ vertoon korrek as "icon" ✓ gekoppel aan die oorspronklike posisie van die lêer. ✓	2		
7.5	7.5.1 Q7_Manager_Details by databasistabel ingevoeg ✓	1		
	7.5.2 Date of Birth kolom nie bygevoeg ✓	1		
	7.5.3 Geen primêre sleutel ✓	1		
	7.5.4 Herbenoem Q7_Manager_Details ✓	1		
	7.6	7.6.1 Lêer (Q7_Hard facts) verander na Rich Text Format ✓ ✓	2	
7.6	7.6.2 Author eienskap verander na eie naam en van in die download.jpg lêer. ✓	1		
	7.6.3 Read-only eienskap verwyder Q7_Hard facts.rtf ✓	1		
	7.7	63 lêers ✓	1	
7.8	7.8.1 Orde verander van links na regs; na Size, Name en Type. ✓	1		
	7.8.2 Screenshot in Q7 Answer lêer geplak. ✓	1		
	7.9	My bike.docx wagwoord NOV_14 gebruik. ✓	1	

TOTAAL: 180

6.9	6.9.1	How can you help <p>How can you help </p> <p>How can you help <align="center"> How can you help </p> Align = "Centre" bygevoeg soos aangetoon ✓	1		
	6.9.2	2 x Horizontal lines Bo en die onder die teks "How can you ..." <hr color="red" /> <hr /> color="RED" ✓ (-1 as enige van die twee lyne kort)	2		
6.10		Font face attribute: face="jokerman" ✓ Bygevoeg by <i>Petition</i> ✓	2		[20]

VRAAG 6

Nr.	Item / Kriteria	Maks.	✓	Punt
6.1	Title: Zero Tolerance <title> Zero Tolerance </title> Begin en eind tags soos aangedui, bygevoeg ✓	2		
6.2	Background colour <body bgcolor="green"> bgcolor="green" attribuu by die <body> tag gevoeg ✓	1		
6.3	Heading: Bury Stander Foundation <h1> The Bury Stander Foundation</h1> <h1 align="center" color="yellow"> <h1 align="center"></h1> Teks verskyn tussen<h1> ... </h1> tags ✓ ... tags bygevoeg ✓ Die volgende attribute bygevoeg: Align=center ✓ color = "yellow" ✓	4		
6.4	Color attribute bygevoeg by die font tag van nuwe paragraaf <p>font color="white"> ✓	1		
6.5	Q6_SA mug.gif Image naam verander na "Q6_SA mug.jpg" ✓	1		
6.6	Skynsdruk probleem Italics tag gesluit na 'lost': <i> lost </i> ✓	1		
6.7	Genommerde lys na die opskrif: We stand for... ... verander na ... ✓ <i> bygevoeg by Pedestrians ✓ <i> bygevoeg by Cycling commuters ✓ <i> bygevoeg by Motorbikes 2 punte vir die oop- en toemaakmaak van die list tags <i/>.....</i/>	3		
6.8	6.8.1 Immediate Goals Vetdruk ('Bold') verwyder ✓	1		
	6.8.2 u>.....</u> ✓ by die teks bygevoeg. t	1		

<p>5.4</p>	<p>Form: List of Helpers Form</p> <p>Title: K2K Volunteers_2014 Calibri (detail) 12 pt</p> <p>Q5 Helmet image in form header size 3 cm</p> <p>6 pt solid Red rectangular border inserted around 4 fields</p> <p>Four fields moved to the right</p>  <p>9</p>	<p>5.5.1</p> <p>Velde ingesluit: Name, Surname, School, Volunteer Code, V_H20, V-1st Aid, V_timekeepers, V_Vita C and T_shirt Colour</p>	<p>1</p>	<p>5.5.2</p> <p>Stoor as List of volunteers</p>	<p>1</p>	<p>5.5.3</p> <p>Gegroepeer volgens School en daarna Volunteer Code</p>	<p>2</p>	<p>5.5.4</p> <p>Gesorteer volgens Surname</p>	<p>1</p>	<p>5.5.5</p> <p>Oriëntasie Landscape</p>	<p>1</p>	<p>5.5.6</p> <p>Titel: Save our Cyclists!</p>	<p>1</p>	<p>5.5.7</p> <p>Opskrifte en besonderhede duidelik leesbaar (Print Preview)</p> <p>Skool se detail gesentreer</p>	<p>2</p>	<p>5.5.8</p> <p>Statistics in Report Footer:</p> <p>= COUNT (*) (OF enige veld kan gebruik word) = COUNT ([School Name])</p> <p>Geskikte beskrywing (etiket) by elke berekening</p>	<p>5</p>	<p>[40]</p>	
<p>Verslag: Volunteer List</p>																			

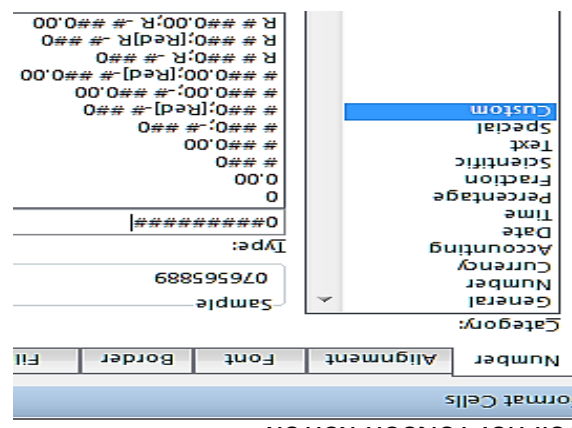
VRAAG 5

Nr.	Item / Kriteria	Maks	Punt																																			
5.1	5.1.1 ID veld of SelNo veld as primêre sleutel gestel. ✓ 5.1.2 Combo box ✓ bestaan uit <ul style="list-style-type: none"> • Mougins High • Kilmore High • Appleby High ✓ (Kontroleer Display control en Row Source in die Lookup tab)	2	1																																			
	5.1.3 Volunteer code-vel: Required gestel as Yes ✓		1																																			
	5.1.4 CellNo veld: Input Mask ✓ = 0000000000 ✓		2																																			
5.2	Navraag: Mougins High Velde in navraag gebruik: Name, Surname, CellNo, School en Grad 12 ✓ 'Show' afgehaal by School veld ✓ Kriteria vir School veld: Mougins High ✓ Kriteria vir Volunteer Code veld: 12 ✓ (5 records) <table border="1" data-bbox="440 909 1270 1088"> <tr> <td>Field:</td> <td>[Name]</td> <td>[Surname]</td> <td>[CellNo]</td> <td>[School]</td> <td>[Volunteer Code]</td> </tr> <tr> <td>Table:</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> </tr> <tr> <td>Sort:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Show:</td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Criteria:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Field:	[Name]	[Surname]	[CellNo]	[School]	[Volunteer Code]	Table:	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Sort:						Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Criteria:						5						
Field:	[Name]	[Surname]	[CellNo]	[School]	[Volunteer Code]																																	
Table:	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Volunteer list																																	
Sort:																																						
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																	
Criteria:																																						
5.3	Navraag: K2K Volunteers Velde in navraag gebruik: Name, Surname, School, Volunteer Code, CellNo, Vita C and V_1st Aid ✓ 'Show' afgehaal by Vita C en V_1st Aid velds ✓ Kriteria vir Volunteer Code veld: K2K_E OR K2K_L OR K2K_P ✓ Kriteria vir Vita C veld: Yes or True or On ✓ Kriteria vir V_1st Aid veld: Yes or True or On ✓ (Nota: kriteria moet herhaal word indien op aparte rye – 'or' logic) Sorteert alfabeties (ascending) volgens school ✓ <table border="1" data-bbox="440 228 1270 430"> <tr> <td>Field:</td> <td>[Name]</td> <td>[Surname]</td> <td>[School]</td> <td>[Volunteer Code]</td> <td>[Vita C]</td> <td>[V_1st Aid]</td> </tr> <tr> <td>Table:</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> <td>Volunteer list</td> </tr> <tr> <td>Sort:</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Show:</td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Criteria:</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Field:	[Name]	[Surname]	[School]	[Volunteer Code]	[Vita C]	[V_1st Aid]	Table:	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Sort:							Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Criteria:							6	
Field:	[Name]	[Surname]	[School]	[Volunteer Code]	[Vita C]	[V_1st Aid]																																
Table:	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Volunteer list	Volunteer list																																
Sort:																																						
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																
Criteria:																																						

4.6	<ul style="list-style-type: none"> • Gepaste grafiek (bar, column) korrek ingevoeg✓ • Korrekte data reeks gebruik: ✓ vrugtesap nie ingesluit • nie! • Beskrywende titel ✓ • Legend verwyder ✓ • Y-as gestel 100 (maksimum waarde). ✓ • Titel van as korrek ✓ • Vertoon data waardes korrek ✓ • Name van platters volledig op x-as. ✓ 	8	
4.7	Sheet 1 weggesteek (hide) ✓	1	[22]

Nr.	Kriteria	Maks.	✓	Punt
4.1	4.1.1 Sel G8: Korrekte formule ✓ =A8*F8 ✓	2		
	4.1.2 Gebruik Auto fill/Drag down metode ✓ Selle G8:G12	1		
4.2	Sel G16: =SUM ✓ (G8:G12) ✓	2		
4.3	Sel G17: =IF ✓ (G16>R3000, G16*10%, G16*0) ✓ OF =IF(G16>3000, G16*0.1, "0")	3		
4.4	Sel G19: =G18 ✓ * 0.14 ✓ OF =G18+14%	3		
4.5	Sel G20: =SUM ✓ (G18, G19) ✓ OF G18 ✓ + G19 ✓	2		

VRAAG 4

3.10	<p>Sel j6: formateer sel na teks en voeg 0 in Custom Format ✓ Cell no. vertoon korrek ✓</p> 	2		
3.11	<p>Raam bygevoeg ✓ Korrekte reeks A3:L104 ✓</p>	2	[28]	

Nr.	Kriteria	Maks.	✓	Punt
3.1	A1:L1 saamgevoeg ✓ Rooi vulkleur ✓	2		
3.2	3.2.1 Ry hoogte verander na 34. ✓	1		
	3.2.2 Kolomme vertikaal gesentreer in ry 3. ✓ Teks omvou ✓	2		
3.3	Kolom opskritte in ry 3 gevries ✓	1		
3.4	Kolom H: <ul style="list-style-type: none"> • Voorwaardelike formatering korrek ✓ • Kondisie: Meer as R65 ✓ • Formatering: Groen vul ✓ 	3		
3.5	Sei D106: =COUNTIF (C4:C104, "L") ✓	3		
3.6	Sei D107: =COUNTA (D4:D104) ✓ OR=COUNTA(B4:B104) OR =COUNT(A4:A104)	2		
3.7	Sei H106: =COUNTBLANK (K4:K104) ✓	2		
3.8	Sei H107: =SUMIF (C4:C104, "L", H4:H104) ✓	4		
3.9	Sei L4: =IF (C4="S", "40km", "75km") ✓	4		

VRAAG 3

VRAAG 2

Nr.	Kriteria	Maks.	✓	Punt
2.1	Font tipe verander 'Children Safety' and 'Cycle Fun Race' na WordArt ✓ Gradient Fill, Gold, and Accent 4. ✓	2		
2.2	Prentgrootte van beide presies ✓ 2.73 cm ✓ by 2.73 cm ✓	3		
2.3	<ul style="list-style-type: none"> • WordArt en prente gegroepeer ✓ • As een voorwerp. ✓ 	2		
2.4	2.4.1 Kleur verander Change Accent Colors 4 to 5. ✓ ✓ 2.4.2 voorwerp styl verander na 'Inset SmartArt Style' ✓ 2.4.3 Eerste drie finaliste se informasie verander. ✓ ✓ ✓ 2.4.4 Picture Fill toegepas met korrekte prent Q2_SA flag.jpg ✓ ✓	2		
[15]				

1.9	Section break (new page) korrek ingevoeg voor hoofpskrif (Background) ✓	1		
1.10	Table of Content bygevoeg ✓ boaan eerste blady Heading1 en Heading2 styl vertoon ✓	3		
1.11	Gesentreerde outomatiese ✓ bladsynommerning in voetnota (footer). ✓	2		
1.12	'Drop cap' by eerste sin van eerste paragraaf bygevoeg. ✓ Afstand/spasie 0.5 cm van teks. ✓	2		
		[35]		

VRAAG 1

Nr.	Kriteria	Maks.	✓	Punt
1.1	Regs inlyn, ✓ verander na Italics, ✓ Traffic Accident Investigation in South Africa, disturbing facts.	2		
1.2	Heading 1 kleur verander na rooi ✓ Hoof opskrif (Background) geformateer met aangepaste Heading1 styl ✓ Alle sub-opskrifte met Heading2 styl ✓	3		
1.3	Verwysing vir report: ✓ Korrekte posisie ✓ • Author: Volminck,S,D,Nathan ✓ • Title: News Updater ✓ • Year: 2013 ✓ • City: Pretoria ✓ • Publisher: Daily News ✓	7		
1.4	3pt bladsyram ✓	2		
1.5	Byskrif bygevoeg ✓ "Vehicle types" bo-aan diagram. ✓ (Hierdie diagram sal nou op bladsy 2 a.g.v. die bladsybreuk wees.) Nommer formaat verander na A ✓	3		
1.6	Raam rondom die paragraaf verwyder. ✓	1		
1.7	1.7.1 • Nuwe styl geskep: ✓ • Name: Arrive Alive ✓ • Style type: Linked (Paragraph and Character) ✓ • Style en Following style based on: Normal ✓ • Fontkleur donkerrooi en 16 ✓ • Paragraafspasïering gestel 3pt After. ✓	5		
	1.7.2 Formateer "SAPS and Metro Police": ✓ met nuwe styl	1		
1.8	1.8.1 Voetnota bygevoeg: "Skidmarks" ✓ 1.8.2 Nommer formateer na Roman Figure i. 1.8.3 Korrekte teks in voetnota ('footer'). "Skidmarks are marks left on the roadway from a vehicle that has locked its breaks"	3		

**NASIONALE
SENIOR SERTIFIKAT**

GRAD 11

NOVEMBER 2014

**REKENAARTOEPASSINGSTEKNOLOGIE V1
MEMORANDUM**

NAAM VAN KANDIDAAT:
HANDTEKENING VAN
ONDERWYSER:

GRAD:

TOTAAL	180
PUNTE:	

V1	V2	V3	V4	V5	V6	V7
35	15	28	22	40	20	20

Hierdie memorandum bestaan uit 13 bladsye.