

# Cambridge IGCSE™ (9–1)

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**INFORMATION AND COMMUNICATION TECHNOLOGY****0983/22**

Paper 2 Document Production, Databases and Presentations

**May/June 2024**

MARK SCHEME

Maximum Mark: 70

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**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 2024 series for most Cambridge IGCSE, Cambridge International A and AS Level and Cambridge Pre-U components, and some Cambridge O Level components.

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This document consists of **20** printed pages.

**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 descriptions 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 PAMPHLET with evidence of correct file type                                                                  | <b>1</b> |
| 2        |                                                                                                                            | <b>3</b> |
|          | Header: text <b>Information updated by:</b> entered accurately in header                                                   | 1        |
|          | Header: <b>[space]</b> name, centre number, candidate number right aligned on same line, no placeholders                   | 1        |
|          | Automated page numbers right aligned in footer                                                                             | 1        |
| 3        |                                                                                                                            | <b>2</b> |
|          | Section break – applied to correct text                                                                                    | 1        |
|          | 2 columns, 1 cm column spacing                                                                                             | 1        |
| 4        |                                                                                                                            | <b>3</b> |
|          | TAC-subhead modified, named correctly, based on Normal/default                                                             | 1        |
|          | TAC-title style attributes – serif 16 pt, centred, bold, italic, single line, 0 pt before, 3 pt after, no other formatting | 1        |
|          | Subheads (4) – TAC-subhead modified in EV Step 4, formatting matches                                                       | 1        |
| 5        | Bulleted list sorted into alphabetical order                                                                               | <b>1</b> |
| 6        | Bullets indented 1.5 centimetres from the left margin                                                                      | <b>1</b> |
| 7        | Correct image j2422email.jpg inserted in correct paragraph                                                                 | <b>1</b> |

| Question     | Answer                                                                                                                                                                                                                                                                                                                                   | Marks     |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 8            |                                                                                                                                                                                                                                                                                                                                          | <b>4</b>  |
|              | Image aligned to bottom of text and right column margin with text wrapped                                                                                                                                                                                                                                                                | 1         |
|              | Evidence of email link from image                                                                                                                                                                                                                                                                                                        | 1         |
|              | Email link set to send message to <b>TAC@cambridge.org</b>                                                                                                                                                                                                                                                                               | 1         |
|              | Email link subject line <b>Tawara Bursary</b>                                                                                                                                                                                                                                                                                            | 1         |
| 9            | Column and contents with the heading <i>Price per week</i> deleted                                                                                                                                                                                                                                                                       | <b>1</b>  |
| 10           |                                                                                                                                                                                                                                                                                                                                          | <b>2</b>  |
|              | Table row 1 only merged and data centre aligned                                                                                                                                                                                                                                                                                          | 1         |
|              | Table row 1 only light grey (20–40%) background fill                                                                                                                                                                                                                                                                                     | 1         |
| 11           |                                                                                                                                                                                                                                                                                                                                          | <b>2</b>  |
|              | Rows 2 to 8 text displays on one line                                                                                                                                                                                                                                                                                                    | 1         |
|              | Table borders and data fit within the column width                                                                                                                                                                                                                                                                                       | 1         |
| 12           | Document spell checked and proofread – Document complete, paragraphs intact, portrait, consistent margins, pages and columns aligned top, no widows/orphans, list & table not split, no blank pages, pre-applied styles unchanged with consistent spacing (excluding subheads), space below longest column less than or equal to 6 point | <b>1</b>  |
| <b>Total</b> |                                                                                                                                                                                                                                                                                                                                          | <b>22</b> |

**Task 3 – Database**

| Question | Answer                                                                                                | Marks    |
|----------|-------------------------------------------------------------------------------------------------------|----------|
| 13       |                                                                                                       | <b>6</b> |
|          | Students table – 11 field names as given, correct data types                                          | 1        |
|          | Courses table – 8 field names as given, correct data types                                            | 1        |
|          | Primary keys set on <i>Roll_no</i> (students), <i>Course_ID</i> (courses)                             | 1        |
|          | Report 1 – <i>DOB</i> in DMY format and displays dd-MMM-yy                                            | 1        |
|          | Report 1 – <i>Fees_paid</i> displays Yes/No                                                           | 1        |
|          | Report 1 – <i>Late_payment</i> and <i>Course_cost</i> display same currency symbol and 2dp            | 1        |
| 14       | 1-to-many relationship between <i>Course_ID</i> (courses) to <i>Course_Code</i> (students)            | <b>1</b> |
| 15       |                                                                                                       | <b>2</b> |
|          | Students table – new record R0561 Luca Peacock entered once, does not replace R0001 Brandon Middleton | 1        |
|          | New record accurate – R0561   Luca   Peacock   09-Jun-88   No   Cheque                                | 1        |

| Question | Answer                                                                                                                                                                                     | Marks     |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 16       |                                                                                                                                                                                            | <b>11</b> |
|          | Report footer – Name, centre number, candidate number in page footer, appears on every page                                                                                                | 1         |
|          | Report title – <b>Surcharges for outstanding fees</b> top of page, accurate                                                                                                                | 1         |
|          | Title displayed in a larger font size and fully visible                                                                                                                                    | 1         |
|          | Calculated field heading <b>Late_payment</b> – 100% accurate                                                                                                                               | 1         |
|          | Late payment calculated – 2% increase – correct values                                                                                                                                     | 1         |
|          | Select records – <i>Fees_paid</i> is <i>No</i>                                                                                                                                             | 1         |
|          | Select records – <i>Payment_type</i> is Cheque or Credit Card                                                                                                                              | 1         |
|          | Sort ascending on <i>Level</i> and descending on <i>Course_name</i> , no grouping                                                                                                          | 1         |
|          | Print layout – base fields, headings and data in correct order Roll_no   First_name   Last_name   DOB   Course_name   Level   Fees_paid   Payment_type   Course_cost   <i>Late_payment</i> | 1         |
|          | Print layout – Landscape, all base fields present, no truncation                                                                                                                           | 1         |
|          | Fits a single page wide and prints on two pages                                                                                                                                            | 1         |

| Question     | Answer                                                                                         | Marks     |
|--------------|------------------------------------------------------------------------------------------------|-----------|
| 17           |                                                                                                | <b>10</b> |
|              | Name, centre and candidate number bottom left of each label                                    | 1         |
|              | Top two lines only centre aligned                                                              | 1         |
|              | Top two lines only larger font size with bold enhancement                                      | 1         |
|              | Fields – correct position with bottom four field rows left aligned                             | 1         |
|              | Fields – correct punctuation and spacing, min 1 space between fields and before and after dash | 1         |
|              | All fields present, data fully visible with no field overlap                                   | 1         |
|              | Select records – <i>Course_name</i> includes the text <b>crop</b>                              | 1         |
|              | Select records – <i>Course_type</i> is <b>University</b>                                       | 1         |
|              | Records sorted in ascending order on <i>Last_Name</i>                                          | 1         |
|              | Labels printed, portrait, layout of 2 columns × 5 rows, 10 labels to page                      | 1         |
| <b>Total</b> |                                                                                                | <b>30</b> |



**Task 4 – Presentation**

| Question | Answer                                                                                                    | Marks    |
|----------|-----------------------------------------------------------------------------------------------------------|----------|
| 18       | Presentation complete – slides imported, consistent title/bullet layout, no blank slides, no text changed | <b>1</b> |
| 19       |                                                                                                           | <b>4</b> |
|          | Thick black 3–4 pt horizontal line across full slide width, 3 cm from top                                 | 1        |
|          | Text <b>Organic Crop Farming</b> large black font, top right, not wrapped                                 | 1        |
|          | Slide number top left   name, centre number, candidate number                                             | 1        |
|          | Line positioned above slide titles, heading above line, no items overlap on any slide                     | 1        |
| 20       |                                                                                                           | <b>3</b> |
|          | Chart – vertical comparative bar chart created using correct data                                         | 1        |
|          | Region labels on category axis, value numbers displayed on value axis                                     | 1        |
|          | Legend displays the years for their data (2013 and 2023)                                                  | 1        |
| 21       |                                                                                                           | <b>2</b> |
|          | Chart title <b>Regional distribution of organic farmland</b> 100% accurate                                | 1        |
|          | Value axis title <b>Million hectares</b> 100% accurate                                                    | 1        |
| 22       |                                                                                                           | <b>2</b> |
|          | Data values only displayed as data labels above each bar                                                  | 1        |
|          | All data labels to display 1 decimal place                                                                | 1        |

| Question     | Answer                                                                                                                     | Marks     |
|--------------|----------------------------------------------------------------------------------------------------------------------------|-----------|
| 23           |                                                                                                                            | <b>2</b>  |
|              | Value axis displays minimum <b>0</b> , maximum <b>42</b>                                                                   | 1         |
|              | Value axis displays increments of <b>7</b>                                                                                 | 1         |
| 24           | Chart on correct slide, left of bullets, chart data fully visible, no overlap or split words                               | <b>1</b>  |
| 25           |                                                                                                                            | <b>2</b>  |
|              | Presenter notes <b>India has the most organic farmers in the world.</b> in correct position on correct slide 100% accurate | 1         |
|              | Presenter notes slide only printed as presenter/speaker notes layout                                                       | 1         |
| 26           | All slides printed as handouts, portrait orientation, 6 slides to page                                                     | <b>1</b>  |
| <b>Total</b> |                                                                                                                            | <b>18</b> |

Information updated by: Name, centre number, candidate number

**Header:** Text **Information updated by:** entered accurately in header 1 mark  
**Header:** [space] Name, centre number, candidate number, right aligned on same line, no placeholders 1 mark

## ***Tawara Agricultural College***

Tawara Agricultural College has been at the forefront of agricultural education and a key contributor to the land-based sector for over 100 years. We are located near Springbrook Village in Tawara. As a specialist agricultural college, we offer a wide range of vocational training in topics such as animal care, farm and rural land management, horticulture, agricultural engineering and floristry. We deliver full and part-time courses from level 1 all the way to foundation degrees. Higher level courses are delivered in partnership with Tawara University. We have excellent links with industry and all our courses are designed to meet the demands of the employment market for land-based expertise worldwide.

Our teaching staff are professionals with relevant industrial experience in crops, animals, food, business and engineering. They are committed to the very highest standards of academic excellence and encourage students to develop a love of learning and a desire to succeed. Our staff are friendly and approachable, academically to achieve their potential every learner.

### **Subheads (4)**

TAC-subhead modified in EV Step 4, formatting matches 1 mark

## ***Educational Facilities***

Tawara Agriculture College is a unique place to learn and grow. Set in 1000 acres of rural

### **Columns**

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

preparation for work in the industry. Assignments and case studies teach how to solve problems that occur in everyday work. Relevant practical experience in our modern facilities is a part of all our courses. Students gain hands-on experience working in our on-site commercial farm which is home to cows, calves, sheep and arable land. The commercial focus of our farming activities provides plenty of opportunities to put theory into practice in real situations. Students cultivate crops, raise livestock and operate machinery using the latest equipment. This is supported by learning in our teaching centre

with our experts. We invest in our resources to ensure that we also provide for professional development of our staff. A recent investment has brought new facilities to our site including a state-of-the-art Agri-Tech teaching centre, a brand new tractor with full GPS guidance and a robotic

also have the opportunity to exhibit livestock and produce at agricultural shows. We have excellent links with farming organisations and we involve industry experts in everything that we do at the college. This means that our course content is current and relevant to industry because we seek their feedback and we have their opinions on board. They show their support by providing work placements, guest lecturers and real-life course projects.

## ***Tawara Bursary***

The college has a limited fund available to help students who would otherwise be unable to attend college. It is open to applicants from households with limited income and demanding circumstances wishing to study agriculture or related subjects. The bursary offers financial assistance for up to three years of study including work placements. It is payable in three instalments each year in

er. Students who complete their first year are eligible to apply for the bursary. Click on the image to request an application form.

The fund can be used to help new or returning students towards the costs of course-related expenses such as:

- accommodation
- books
- equipment
- sporting participation
- subsistence
- travel
- trips

### **Image**

Correct image inserted in correct paragraph 1 mark

Aligned bottom of text and right column margin with text wrapped 1 mark



Bulleted list sorted into alphabetical order 1 mark  
 Bullets indented 1.5 centimetres from left margin 1 mark

the modern world.

Along with classroom learning the college farm provides a fantastic way to see agriculture in action. There are also visits to

### **Footer**

Automated page number right aligned 1 mark

Information updated by: Name, centre number, candidate number

Applicants must complete and return the Tawara Bursary application form together with a short personal statement outlining why they think they would be a good candidate for the bursary.

### Accommodation

Our on-site accommodation is home to over 400 students. Living in college accommodation is a great way of meeting new friends and gaining confidence and independence. Students living on site are part of a vibrant and international community of all ages who share their experience of life at college together on one campus. Our dedicated accommodation and welfare team provide support 24 hours a day, seven days a week. They also organise regular evening and weekend enrichment activities to ensure there is always something going on outside of the timetabled college hours. All rooms include full board, utility bills and internet. Adapted rooms are available. Rooms are available for 38 weeks and a range of room types are available:

| Annual Room Rental 2024/2025 |          |       |
|------------------------------|----------|-------|
| Type                         | Bathroom | Price |
| Single large                 | ensuite  | 7068  |
| Single standard              | ensuite  | 6384  |
| Twin standard                | ensuite  | 5966  |
| Twin bunks                   | ensuite  | 5548  |
| Twin large                   | shared   | 5092  |
| Twin standard                | shared   | 4674  |

Living on site, you will have access to a range of communal areas and facilities including a gym, common room, computer room and a TV and games lounge. There is also a student recreational area which offers a range of

Our global population is increasing by approximately 83 million people each year. As a result, there is increased demand for food which puts more pressure on the planet's natural resources. We are committed to farming sustainably and creating a sustainable future for the next generations. Our students develop a range of skills aimed at yielding high-quality consumer products in a sustainable and profitable way. Talented, highly skilled agricultural specialists are needed to ensure this essential industry is fit for the challenges ahead.

Students study here because they are passionate about following a career in agriculture. All of our courses offer clear progression routes through to university courses or the world of work. Our results speak for themselves – over 96% of our students gain employment or progress onto further education within six months of completing their course. As a leading agricultural college this is the best place to develop talent. Get ahead of the competition and enrol with us now!

refreshments and snacks. Students can be sure that their time here will be a safe and enjoyable experience.

### A Digital College

We are a fully digitally connected site with top of the range IT facilities. We offer high-speed digital communications and free wi-fi, both of which are available throughout the campus and residential rooms. Desktop PCs are available for students to use in study spaces and wireless laptops can be borrowed and connected anywhere on campus. Our network provides access to a wide range of software applications and collaboration tools to support study and research. Many of our learning materials are digitised and accessible from

#### Table

|                                                |                        |        |
|------------------------------------------------|------------------------|--------|
| Column and contents                            | Price per week deleted | 1 mark |
| Row 1 only merged and data centre aligned      |                        | 1 mark |
| Row 1 only light grey (20-40%) background fill |                        | 1 mark |
| Rows 2 to 8 text displays on one line          |                        | 1 mark |
| Table borders and data fit within column width |                        | 1 mark |

collaborative working and updating. When materials need to be printed, they will be available at the nearest printer.

All students are issued with a digital identity badge. Access to the college buildings is controlled by this badge. It also serves as a library card and is needed to use the printers around the site. It is recognised by many local businesses and production of this card may entitle students to discounts or additional privileges.

#### Document Presentation

Document complete/paragraphs intact, portrait, consistent margins, pages and columns aligned top, no widows/orphans, list & table not split, no blank pages, pre-applied styles unchanged with consistent spacing (excluding subheads), space below longest column ≤ 6pt 1 mark

**PUBLISHED****Surcharges for out****Title**

Only title top of page, 100% accurate 1 mark  
 Title displayed in larger font size and fully visible 1 mark

**Calculated field**

Heading 100% accurate 1 mark  
 Late payment calculated - correct values 1 mark

| Roll_no | First_name   | Last_name     | DOB       | Course_name                       | Level | Fees_paid | Payment_type | Course_cost | Late_payment |
|---------|--------------|---------------|-----------|-----------------------------------|-------|-----------|--------------|-------------|--------------|
| R0534   | Mikhail      | Hallingsworth | 30-Jan-07 | Introduction to Equine Behaviour  | 1     | No        | Credit Card  | £165.55     | £168.86      |
| R0503   | Corey        | Dickinson     | 10-Jul-06 | Chainsaw Certificate              | 1     | No        | Cheque       | £795.00     | £810.90      |
| R0429   | Leo          | Kaplan        | 19-Aug-06 | Chainsaw Certificate              | 1     | No        | Credit Card  | £795.00     | £810.90      |
| R0541   | Nadia        | Osborne       | 13-Jan-07 | Chainsaw Certificate              | 1     | No        | Cheque       | £795.00     | £810.90      |
| R0222   | Christabella | Winterbottom  | 27-Feb-72 | Berry Production                  | 1     | No        | Credit Card  | £95.60      | £97.51       |
| R0500   | Charlotte    | Hunter        | 13-Apr-99 | Berry Production                  | 1     | No        | Credit Card  | £95.60      | £97.51       |
| R0491   | Abbey        | Lewis         | 10-Feb-86 | Beginners Floristry               | 1     | No        | Cheque       | £1,245.75   | £1,270.67    |
|         |              |               |           | Beginners Floristry               | 1     | No        | Credit Card  | £1,245.75   | £1,270.67    |
|         |              |               |           | Tractor Driving                   | 2     | No        | Cheque       | £565.80     | £577.12      |
|         |              |               |           | Dog Grooming Assistant            | 2     | No        | Cheque       | £758.45     | £773.62      |
|         |              |               |           | Dog Groomer                       | 2     | No        | Cheque       | £2,158.75   | £2,201.93    |
| R0001   | Brandon      | Middleton     | 05-Apr-99 | Animal Nursing Assistant          | 2     | No        | Cheque       | £1,687.45   | £1,721.20    |
| R0561   | Luca         | Peacock       | 09-Jun-88 | Animal Care Certificate           | 2     | No        | Cheque       | £1,865.34   | £1,902.65    |
| R0508   | Kelly-Ann    | Wagner        | 26-Jul-06 | Animal Care and Welfare Assistant | 2     | No        | Credit Card  | £2,479.65   | £2,529.24    |
| R0111   | Vincent      | Heath         | 30-Aug-97 | Veterinary Nursing Diploma        | 3     | No        | Cheque       | £5,832.65   | £5,949.30    |
| R0452   | Reuben       | Thwaites      | 05-Jun-00 | Veterinary Nursing Diploma        | 3     | No        | Cheque       | £5,832.65   | £5,949.30    |
| R0140   | Josephine    | Dunford       | 16-Apr-01 | Organic Livestock Farming         | 3     | No        | Credit Card  | £1,245.85   | £1,270.77    |
| R0026   | Ludvig       | Wensel        | 15-Oct-07 | Land and Wildlife Management      | 3     | No        | Credit Card  | £4,758.95   | £4,854.13    |
| R0202   | Wayne        | Heaton        | 12-Oct-74 | Land and Wildlife Management      | 3     | No        | Credit Card  | £4,758.95   | £4,854.13    |
| R0313   | Mason        | Purdy         | 26-Oct-03 | Gamekeeping Diploma               | 3     | No        | Cheque       | £3,265.10   | £3,330.40    |
| R0122   | Jasmin       | Zaman         | 15-Dec-00 | Equine Therapy and Rehabilitation | 3     | No        | Cheque       | £2,357.78   | £2,404.94    |

New record **Luca Peacock** entered once,  
 does not replace Brandon Middleton 1 mark  
 New record 100% accurate 1 mark

Specified fields, headings and fields in correct order 1 mark  
 Sort ascending on *Level* and descending on *Course\_name*, no grouping 1 mark  
 Landscape, all base fields present, no truncation 1 mark  
 Fits a single page wide and prints on two pages only 1 mark  
 Name, centre number, candidate number in footer, appears on every page 1 mark

**Select records (46):**

*Fees\_paid* is **No** 1 mark  
*Payment\_type* is **Cheque** or **Credit Card** 1 mark

Name, centre number, candidate number

**PUBLISHED**

| Roll_no | First_name | Last_name     | DOB       | Course_name                        | Level | Fees_paid | Payment_type | Course_cost | Late_payment |
|---------|------------|---------------|-----------|------------------------------------|-------|-----------|--------------|-------------|--------------|
| R0596   | Luna       | Makela        | 14-Nov-05 | Equine Management                  | 3     | No        | Credit Card  | £5,551.00   | £5,662.02    |
| R0432   | Monica     | Brown         | 28-Jul-05 | Equine Lameness and Rehabilitation | 3     | No        | Cheque       | £2,475.25   | £2,524.76    |
| R0044   | Camille    | Robinson      | 05-Oct-99 | Diploma in Horse Health            | 3     | No        | Credit Card  | £1,246.32   | £1,271.25    |
| R0364   | Steffen    | Nguyen        | 03-Jul-04 | Diploma in Farriery                | 3     | No        | Cheque       | £5,589.34   | £5,701.13    |
| R0285   | Leticia    | Gamal         | 16-Sep-94 | Crop Nutrition and Production      | 3     | No        | Cheque       | £3,875.90   | £3,953.42    |
| R0149   | Arnie      | Gray          | 06-Apr-90 | Apprenticeship in Equine           | 3     | No        | Credit Card  | £2,569.84   | £2,621.24    |
| R0169   | Frederick  | Collingwood   | 17-Jul-80 | Animal Husbandry                   | 3     | No        | Credit Card  | £2,415.30   | £2,463.61    |
| R0451   | Darren     | Woodward      | 19-Mar-05 | Animal Husbandry                   | 3     | No        | Credit Card  | £2,415.30   | £2,463.61    |
| R0078   | Wolfgang   | Odermatt      | 09-Mar-00 | Agriculture Financial Planning     | 3     | No        | Cheque       | £1,454.62   | £1,483.71    |
| R0375   | Milo       | Hammond       | 04-Sep-89 | Agriculture Financial Planning     | 3     | No        | Credit Card  | £1,454.62   | £1,483.71    |
| R0162   | Genevieve  | Reeves        | 03-Jul-01 | Professional Floristry             | 4     | No        | Credit Card  | £1,987.10   | £2,026.84    |
| R0358   | Harrison   | Cooper-Holmes | 17-May-04 | Professional Floristry             | 4     | No        | Credit Card  | £1,987.10   | £2,026.84    |
| R0590   | Marta      | Santos        | 18-Mar-99 | Managing Landscape                 | 4     | No        | Cheque       | £3,465.21   | £3,534.51    |
| R0399   | Hayden     | Matthews      | 11-Feb-05 | Equine Husbandry                   | 4     | No        | Credit Card  | £1,765.23   | £1,800.53    |
| R0616   | Cressida   | Leonardson    | 11-Nov-03 | Equine Husbandry                   | 4     | No        | Credit Card  | £1,765.23   | £1,800.53    |
| R0229   | Alisha     | Griffin       | 17-Jul-89 | Equine Health Management           | 4     | No        | Cheque       | £2,757.78   | £2,812.94    |
| R0051   | Gabby      | Wieser        | 11-Nov-99 | Diploma in Arboriculture           | 4     | No        | Cheque       | £2,210.55   | £2,254.76    |
| R0101   | Arabella   | Hernandez     | 08-Jan-01 | Animal Technology and Management   | 4     | No        | Credit Card  | £3,875.90   | £3,953.42    |
| R0235   | Polly      | Matzinger     | 04-Dec-92 | Agricultural Finance               | 4     | No        | Cheque       | £1,674.89   | £1,708.39    |
| R0320   | Nigel      | Osbrink       | 11-Oct-05 | Agricultural Finance               | 4     | No        | Cheque       | £1,674.89   | £1,708.39    |
| R0530   | Joel       | Markham       | 14-Nov-06 | Equine Training and Behaviour      | 5     | No        | Cheque       | £2,659.50   | £2,712.69    |
| R0478   | Joyce      | Flannery      | 08-Mar-06 | Equine Science                     | 6     | No        | Credit Card  | £9,250.00   | £9,435.00    |
| R0409   | Maya       | Thompson      | 27-Nov-81 | Agricultural and Crop Science      | 6     | No        | Credit Card  | £5,875.54   | £5,993.05    |
| R0386   | David      | Urban         | 02-May-07 | Equine Performance Science         | 7     | No        | Credit Card  | £6,689.60   | £6,823.39    |
| R0196   | Luke       | Wisebrook     | 06-Oct-07 | Sciences of Plant and Crop         | 8     | No        | Credit Card  | £3,654.85   | £3,727.95    |

**Format/Display***DOB* in DMY format *and* displays **dd-MMM-yy** 1 mark*Fees\_paid* displays **Yes/No** 1 mark*Late\_payment* and *Course\_cost* display same currency symbol and 2dp 1 mark

Name, centre number, candidate number

**Crop Sciences and Pest Management  
University - 12/01/2025**

Craig Collymore  
25 Brown Street  
Holl  
LE9  
Name

**Increase Yield with Intercrop  
University - 12/09/2024**

Amber Donaldson  
438 Roseville Street

**Label headings**

Top two lines centre aligned

1 mark

Top two lines only larger font size with bold enhancement

1 mark

**Crop Sciences and Pest Management  
University - 12/01/2025**

Noah Dovizioso  
52 Glen Road  
Princebrough  
DL8 2RY

Name, centre number, candidate number

**Increase Yield with Intercrop  
University - 12/09/2024**

Jolande Gustafsson  
52 Adeline Place  
Stowford  
CA13 4DS

Name, centre number, candidate number

**Agricultural and Crop Science  
University - 30/05/2024**

Gurpreet Kaur  
45 Commercial Way  
Porters Bay  
LL55 7ZA

Name, centre number, candidate number

**Sciences of Plant and Crop  
University - 12/01/2025**

Janus Langenberg  
62 Railway Street  
Stoke Wadway  
AB33 9PY

Name, centre number, candidate number

**Increase Yield with Intercrop  
University - 12/09/2024**

Isla McKendrick  
49 Bath Road  
Larebridge Heath  
HP27 1GY

Name, centre number, candidate number

**Crop Sciences and Pest Management  
University - 12/01/2025**

Annette Pyatt  
97 Curtis Street  
Merriwall  
BD23 8DX

Name, centre number, candidate number

**Sciences of Plant and Crop  
University - 12/01/2025**

Thomas Saunders  
75 Baynes Court  
Great Riverby  
PE11 3GR

Name, centre number, candidate number

**Sciences of Plant and Crop  
University - 12/01/2025**

Magdalena Schwarz  
59 Eckford Street  
Old Ashton  
TN22 3BQ

Name, centre number, candidate number

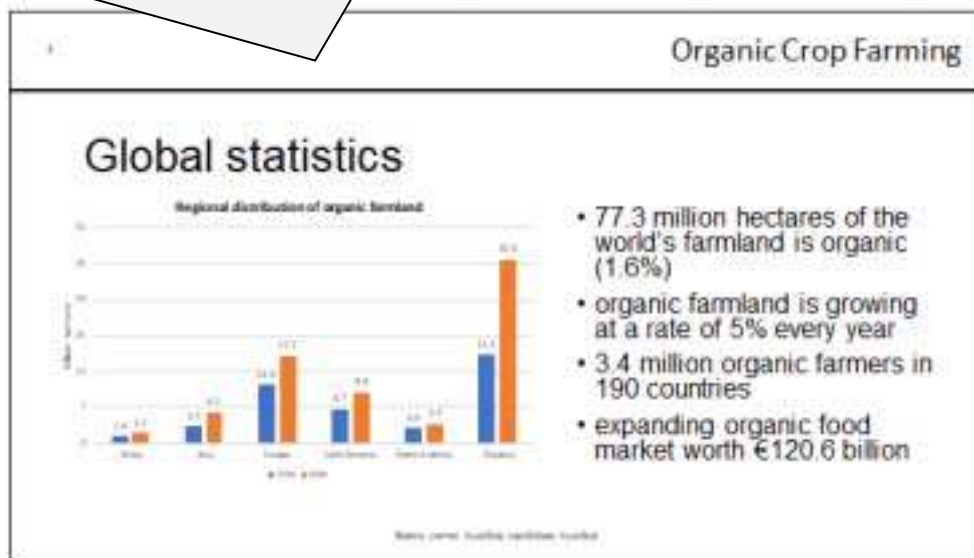


|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Agricultural and Crop Science</b><br/><b>University - 30/05/2024</b></p> <p>Otis Thanhouser<br/>17 Avondale Road<br/>Eggcaster<br/>CA12 2XE<br/>Name, centre number, candidate number</p>                                                                                                                                                                                                                                                                                                                                                                                                                     | <p><b>Agricultural and Crop Science</b><br/><b>University - 30/05/2024</b></p> <p>Mays Thompson<br/>92 Watts Grove<br/>Readingcester<br/>DE4 6UR<br/>Name, centre number, candidate number</p> |
| <p><b>Increase Yield with Intercrop</b><br/><b>University - 12/09/2024</b></p> <p>Stephen Wheelwright<br/>41 Taunton Place<br/>Melburgh Falls<br/>NN6 9SN<br/>Name, centre number, candidate number</p>                                                                                                                                                                                                                                                                                                                                                                                                             | <p><b>Sciences of Plant and Crop</b><br/><b>University - 12/01/2025</b></p> <p>Luke Wisebrook<br/>38 Ings Lane<br/>Haran Vale<br/>EX 15 4WL<br/>Name, centre number, candidate number</p>      |
| <div><p><b>Select records (14):</b></p><p><i>Course_name</i> includes the text <b>crop</b> 1 mark</p><p><i>Course_type</i> is <b>University</b> 1 mark</p></div>                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                |
| <div><p>Fields in correct position, bottom four field rows left aligned: 1 mark</p><p>Course_name</p><p>Course_type - Start_date</p><p>First_name Last_name</p><p>Street_address</p><p>Area</p><p>Post_code</p><p>Correct punctuation and spacing, min 1 space between fields and before and after dash 1 mark</p><p>All fields present, data fully visible with no field overlap 1 mark</p><p>Sort ascending on <i>Last_Name</i> 1 mark</p><p>Name, centre number, candidate number bottom left of each label 1 mark</p><p>Labels printed, portrait, layout of 2 cols x 5 rows, 10 labels to page 1 mark</p></div> |                                                                                                                                                                                                |



## Task 5 – Presentation

|                                                                                     |        |
|-------------------------------------------------------------------------------------|--------|
| Vertical comparative bar chart created using correct data                           | 1 mark |
| Region labels on category axis, values with numbers on value axis                   | 1 mark |
| Legend displays years for their data ( <b>2013</b> and <b>2023</b> )                | 1 mark |
| Chart title <b>Regional distribution of organic farmland</b> - 100% accurate        | 1 mark |
| Value axis title <b>Million hectares</b> - 100% accurate                            | 1 mark |
| Data values only displayed as data labels above each bar                            | 1 mark |
| All data labels to display 1 decimal place                                          | 1 mark |
| Value axis displays minimum <b>0</b> , maximum <b>42</b>                            | 1 mark |
| Value axis displays increments of <b>7</b>                                          | 1 mark |
| Correct slide, left of bullets, chart data fully visible, no overlap or split words | 1 mark |



India has the most organic farmers in the world.

**Presenter Notes**

|                                                                                         |        |
|-----------------------------------------------------------------------------------------|--------|
| <i>Global statistics</i> slide – presenter notes added, correct position, 100% accurate | 1 mark |
| Presenter notes slide only printed in presenter/speaker notes layout                    | 1 mark |

Presentation complete - slides imported, consistent title/bullet layout, no blank slides, no text changed

1 mark

**Master items**

|                                                                                       |        |
|---------------------------------------------------------------------------------------|--------|
| Thick 3-4pt horizontal line across full slide width, 3cm from top                     | 1 mark |
| Heading <b>Organic Crop Farming</b> 100% accurate, large font, top right, not wrapped | 1 mark |
| Slide number top left   name, centre number, candidate number any consistent position | 1 mark |
| Line positioned above slide titles, heading above line, no items overlap on any slide | 1 mark |

10/08/2022

Organic Crop Farming

### Why study organic farming?

- public demand for organic food is increasing
- significant industry growth predicted in the next decade
- increasing demand for knowledgeable workers across the entire supply chain, from production to marketing
- sufficient job opportunities
- work in an industry that makes a substantial difference to climate change

Organic Crop Farming

### Global statistics

Percentage of organic farmland

- 77.3 million hectares of the world's farmland is organic (1.0%)
- organic farmland is growing at a rate of 5% every year
- 2.4 million organic farmers in 190 countries
- expanding organic food market worth \$120.8 billion

Organic Crop Farming

### Farming principles

- protect the environment and conserve natural resources
- cultivate plants without the use of synthetic fertilisers, chemical pesticides or genetically modified organisms
- maintain and develop biodiversity
- minimise pollution and recycle organic waste
- crop rotation to improve soil regeneration
- growing techniques that support wildlife
- pest control by biological means

Organic Crop Farming

### Environmental benefits

- reduces pollution from pesticides and toxic chemicals
- reduces soil and land erosion
- facilitates fertile and healthy soil formation
- encourages biodiversity above and below ground
- lower carbon and greenhouse gas emissions
- more energy efficient so reduces carbon footprint
- growing techniques which combat the effects of global warming

Organic Crop Farming

### Course content

- organic farming as an agricultural system
- business and quality assurance requirements
- integrated farm management systems
- science underpinning organic farming
- organic management issues
- sustainable soil management
- soil standards and biodiversity
- marketing your farm and produce

Organic Crop Farming

### Career options

- organic farmer
- project manager
- crop certification inspector
- agricultural inspector
- crop marketer
- organic farming consultant
- purchasing agent or wholesale representative
- jobs in academia or industrial research

All slides printed as handouts, portrait orientation, 6 slides to page

1 mark

EVIDENCE DOCUMENT

Step 1:

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



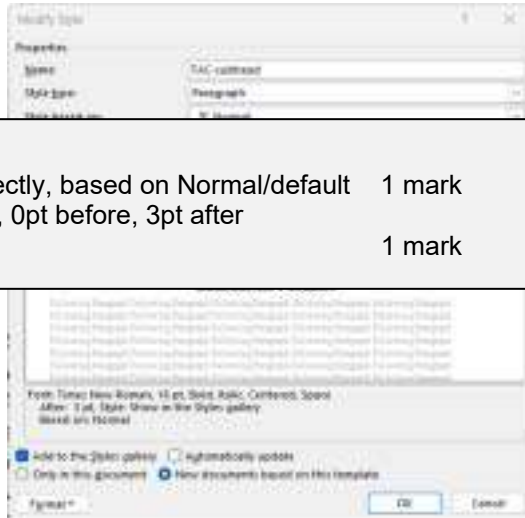
Step 4:

TAC-subhead – style modified

TAC-subhead modified, named correctly, based on Normal/default 1 mark

Serif, 16pt, centre, bold, italic, single, 0pt before, 3pt after

no other formatting 1 mark



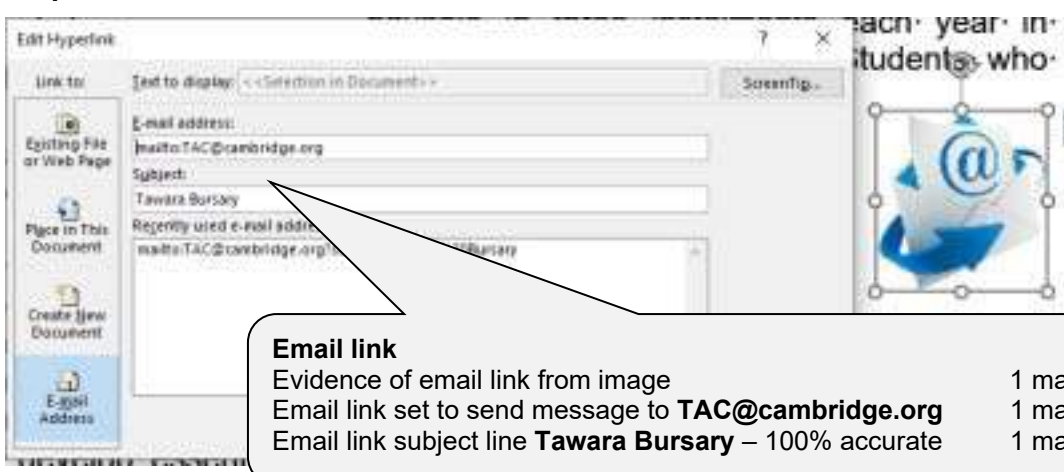
Step 8:

Email link

Evidence of email link from image 1 mark

Email link set to send message to TAC@cambridge.org 1 mark

Email link subject line Tawara Bursary – 100% accurate 1 mark



Step 13

| Field Name     | Data Type  |
|----------------|------------|
| Course_code    | Short Text |
| Last_name      | Short Text |
| First_name     | Short Text |
| Gender         | Short Text |
| Roll_no        | Short Text |
| DOB            | Date/Time  |
| Street_address | Short Text |
| Area           | Short Text |
| Post_code      | Short Text |
| Fees_paid      | Yes/No     |
| Payment_type   | Short Text |

**DB Structure**  
Students table – 11 field names as given, correct data types 1 mark  
Courses table – 8 field names as given, correct data types 1 mark  
Primary keys set *Roll\_no* (students), *Course\_ID* (courses) 1 mark

| Field Name  | Data Type  |
|-------------|------------|
| Level       | Number     |
| Course_name | Short Text |
| Course_ID   | Short Text |
| Course_type | Short Text |
| Study_mode  | Short Text |
| Duration    | Short Text |
| Course_cost | Currency   |
| Start_date  | Date/Time  |

Step 14

Edit Relationships

Table/Query:

J2422courses

Related Table/Query:

J2422students

Course\_ID

Course\_code

Enforce Referential Integrity

Cascade Update Related Fields

Cascade Delete Related Records

Relationship Type:

One-To-Many

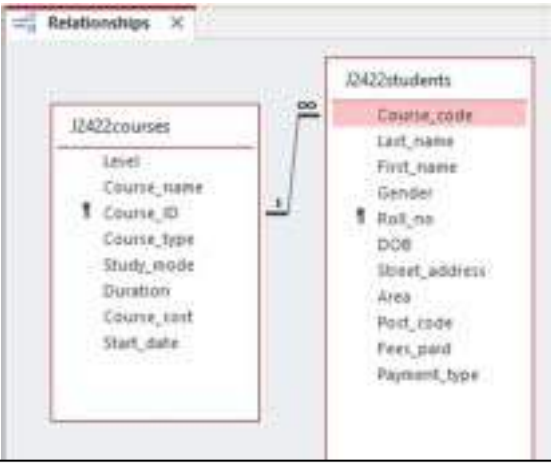
OK

Cancel

Join Type...

Create New...

OR



1-to-Many relationship – *Course\_ID* (courses) to *Course\_code* (students) 1 mark