



# basic education

Department:  
 Basic Education  
**REPUBLIC OF SOUTH AFRICA**

## NATIONAL SENIOR CERTIFICATE

### GRADE 12

*Approved*  
*W. J. J. J.*  
 Ext. Moderator  
 27-10-2016

*Approved*  
*[Signature]*  
 Ext. Moderator  
 2016-10-27

*Approved*  
*[Signature]*  
 21/10/2016

**COMPUTER APPLICATIONS TECHNOLOGY P1**  
**NOVEMBER 2016**  
**MEMORANDUM/MARKING GUIDELINES**

**MARKS: 180**

CENTRE NUMBER									
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FINAL MARK	
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EXAMINATION NUMBER														
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QUESTION	1	2	3	4	5	6	7	TOTAL
POSSIBLE MARK	30	22	25	25	38	20	20	180
MARKER								
SM								
CM								
IM/EM								

This memorandum/marking guideline consists of 15 pages.

EXAMINATION  
NUMBER

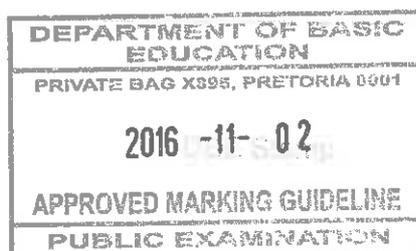
IGNORE SPELLING IN ALL CASES WHERE IT WOULD NOT HAVE ANY IMPACT ON THE ANSWER.

## QUESTION 1

File name: 1Metal

Total Q1: 30

No	Criteria	Maximum Mark		Candidate Mark
1.1.1	<b>First page: 'Precious Metals'</b> <ul style="list-style-type: none"> <li>Font type changed to 'Verdana' ✓</li> <li>Strikethrough effect removed ✓</li> </ul>	1		2
		1		
1.1.2	<b>Picture</b> <ul style="list-style-type: none"> <li>First image flipped for text to read from left to right ✓</li> </ul>	1		1
1.1.3	<b>Picture</b> <ul style="list-style-type: none"> <li>Height and width set to exactly 5 cm x 5 cm (or 4.57 x 5 or 5 x 5.47 if aspect ratio still checked) ✓</li> <li>Aspect ratio unchecked (if 5 cm x 5 cm allocate mark) ✓</li> </ul>	1		2
		1		
1.1.4	<b>First page</b> <ul style="list-style-type: none"> <li>Cover page/some pages/all pages are vertically aligned as 'center' ✓</li> </ul>	1		1
1.2	<b>'Metal' style</b> <ul style="list-style-type: none"> <li>'Coin' style changed to 'Metal' ✓</li> </ul>	1		1
1.3	<b>Table of contents</b> <ul style="list-style-type: none"> <li>Table of contents updated (see heading 'Bullion') ✓</li> <li>Four levels display (see 'Annexure A' headings) ✓</li> </ul>	1		2
		1		
1.4	<b>Hyperlink</b> <ul style="list-style-type: none"> <li>Hyperlink removed from the word 'nuggets' ✓</li> </ul> <p>(Note to marker: Do not award mark if the word 'nuggets' is deleted.)</p>	1		1
1.5	<b>Table</b> <ul style="list-style-type: none"> <li>Row 2 merged ✓ and text centred ✓</li> <li>Palladium shape filled with 'Gold, Accent, Lighter 60%' or '80%' (OR one shade lighter (blue or gold)) ✓</li> <li>Any column border changed to double line/thick border line ✓</li> <li>Formula field insert: =SUM(Above) ✓</li> <li>Formula formatted to display comma separator 000,000,000 OR ###,###,### OR #,##0 ✓</li> <li>Metals measured in tons sorted ✓</li> <li>In descending order ✓ according to number</li> </ul>	2		8
		1		
		1		
		1		
		1		
		1		
		1		
		1		









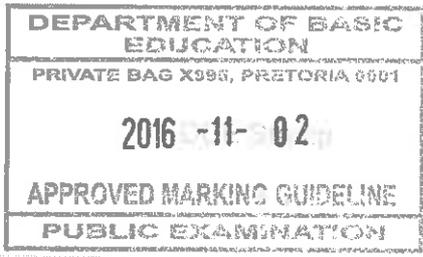
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3.7	<b>Chart/Graph</b> <ul style="list-style-type: none"> <li>Data selection extended to cells A3:D5 OR A2:D5 ✓</li> <li>Data for 'South Africa' filled with 3Platinum image ✓</li> <li>Any stacked effect applied ✓</li> <li>Legend moved to bottom ✓</li> <li>Vertical axis display years (2014, 2015 and 2016) ✓</li> </ul>	1		5	
		1			
		1			
		1			
		1			

**Qual\_Kwal worksheet**

3.8	<b>Cell D10: (Check for building blocks)</b> =LEFT(B1,TRUNC(B10/550))  OR =LEFT(B1,INT(B10/550))  OR =LEFT(B1,ROUNDDOWN(B10/550),0)  OR =RIGHT(B1,TRUNC(B10/550))  OR =MID(B1,1,(TRUNC(B10/550)))  OR =IF(B10/550>=5,"*****",IF(B10/550>=4,"****",IF(B10/550>=3,"***",IF(B10/550>=2,"**","*"))))	1 1 1 1 1		5				
						<ul style="list-style-type: none"> <li>Function(s) used correctly ✓</li> <li>Used weight ✓ to determine the correct number of stars ✓</li> <li>Extract correct number of stars for all possibilities ✓</li> <li>Display stars for all possibilities ✓</li> </ul>		
							(Notes to marker: <ul style="list-style-type: none"> <li>Accept any valid variation of the nested IF or LOOKUP functions. (Nested IF ✓, division/values ✓✓, conditions ✓, outcomes ✓)</li> <li>Check for building blocks.)</li> </ul>	

<b>Total for QUESTION 3</b>				<b>[25]</b>	
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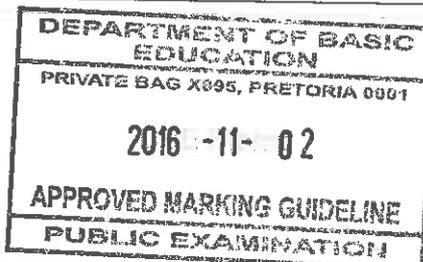
**QUESTION 4**

**File name: 4Jewel\_Juweel**

**Total Q4: 25**

- Mark the questions from the formulae and not the values/answers in the cell.
- Check against candidate's actual work (Cell references may differ, depending on the candidate's response).
- Candidate may use multiple formulae or cells as 'building blocks' to reach answers.
- Named ranges can be used instead of cell references.
- The answers must still be correct even if changes are made to the existing data.

No	Criteria	Maximum Mark			Candidate Mark
<b>Jewel_Juweel worksheet</b>					
4.1	<b>Row 3: Formatting</b> <ul style="list-style-type: none"> <li>• Any text wrapped ✓</li> </ul>	1		1	
4.2	<b>Cell A5:</b> =CONCATENATE(MID(C5,2,3),B5) OR =MID(C5,2,3)&B5 <ul style="list-style-type: none"> <li>• CONCATENATE function OR &amp; ✓</li> <li>• MID ✓ (C5,2,3) OR appropriate arguments ✓</li> <li>• B5 ✓</li> </ul>	1		4	
4.3	<b>Cell D5: (Check for building blocks)</b> =VLOOKUP(C5,Qual_Kwal!\$A\$1:\$E\$6, RANDBETWEEN(1,4)+1) OR =VLOOKUP(C5,Qual_Kwal!\$A\$3:\$E\$6, RANDBETWEEN(1,4)+1) OR =VLOOKUP(C5,Qual_Kwal!\$A\$3:\$E\$6,(RAND()*3+1)+1) OR =VLOOKUP(C5,Qual_Kwal!\$A\$1:\$E\$6, RANDBETWEEN(2,5)) <ul style="list-style-type: none"> <li>• Lookup value: C5 ✓</li> <li>• Table array: Qual_Kwal!A1:E6 OR Qual_Kwal!\$A\$1:\$E\$6 ✓ (A3:E6 can also be used)</li> <li>• Column index number OR RAND() OR RANDBETWEEN ✓</li> <li>• Upper boundary (2) OR (1)+1 ✓</li> <li>• Lower boundary (5) OR (4)+1 ✓</li> </ul>	1		5	

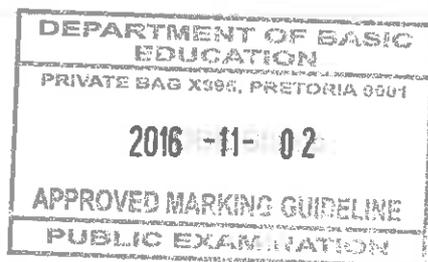


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4.6	<p><b>Cell M7:</b>  <b>=COUNTIF(C4:C53,"Gold")</b></p> <ul style="list-style-type: none"> <li>• COUNTIF function ✓</li> <li>• Range: C4:C53 ✓</li> <li>• Criteria: "Gold" ✓</li> </ul>	1 1 1		3	
4.7	<p><b>Cell M8:</b>  <b>=COUNTA(H4:H53)</b></p> <p><b>OR</b>  <b>=COUNT(E4:E53)-COUNTBLANK(H4:H53)</b></p> <p><b>OR</b>  <b>=COUNTA(B4:B53)-COUNTBLANK(H4:H53)</b></p> <p><b>OR</b>  <b>=COUNTIF(H4:H53,"*")</b></p> <ul style="list-style-type: none"> <li>• Correct function ✓</li> <li>• Correct range (accept column I) ✓</li> </ul> <p><i>(Note to marker: If COUNTA(range)-COUNTBLANK(range) structure is used accept columns (B,C,D,E,G,J) as correct range for COUNTA and columns (H or I) as correct range for COUNTBLANK.)</i></p>	1 1		2	
<b>Total for QUESTION 4</b>				<b>[25]</b>	



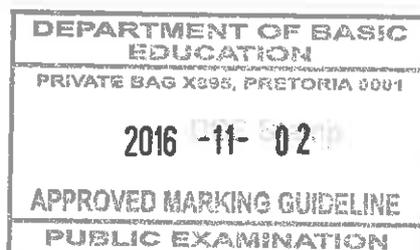
EXAMINATION  
NUMBER

## QUESTION 5

File name: 5Inves

Total Q5: 38

No	Criteria	Maximum Mark			Candidate Mark
<b>Table: tbJewellery</b>					
5.1.1	<b>Field: Metal</b> • Field size set to 33 ✓	1		1	
5.1.2	<b>Field: Stones</b> • Format changed to Yes/No OR Lookup ✓	1		1	
5.1.3	<b>Field: Grams</b> • Required property set to Yes ✓ • Validation Rule: >10 ✓ and ✓ <=80 ✓ OR Between 11 and 80 • Appropriate validation text inserted that refers to correct range (more than 10 and less than or equal to 80) ✓	1		5	
		3			
		1			
5.1.4	<b>Field: JewelleryType</b> • 'Watch' option does not appear ✓ • 'Bangle' option appears ✓ • In second position ✓	1		3	
		1			
		1			
5.1.5	<b>Field: JewelleryId</b> • Input Mask: LLLA09 LLL ✓ A ✓ 0 ✓ 9 ✓	1		4	
		1			
		1			
		1			
5.1.6	<b>Field: ValuationDate</b> Default value: DATE()+60 OR #2016-10-19# + 60 OR NOW()+60 OR #2016/12/18#  • DATE() OR NOW() OR Actual date ✓ • + 60 ✓	1		2	
		1			









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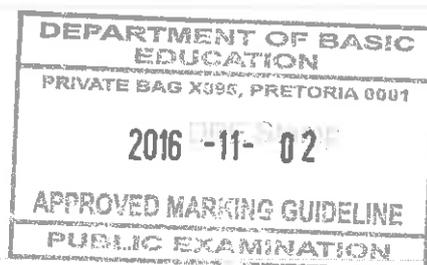
## QUESTION 7

Total Q7: 20

File names: 7Data, 7DataImp, 7Gem\_Edel, 7GemMerge, 7DOB, 7Answ\_Antw

No	Criteria	Maximum Mark		Candidate Mark
<b>7Data</b>				
7.1.1	<b>Print Area</b> • Print area set ✓	1	1	
7.1.2	<b>Data validation: G2:G101</b> • Allow: Whole numbers ✓ • Data greater than or equal to 0 ✓	1 1	2	
<b>7DataImp</b>				
7.2	<b>Data imported</b> • All data (100 records) imported ✓ to Clients table in database • Column headings of worksheet used as field names ✓ • Table named as Clients ✓	1 1 1	3	
<b>7Gem_Edel/7GemMerge</b>				
7.3.1	<b>Track changes</b> • All track changes accepted ✓ ( <i>Birthstone Chart appears as 16 pt and bold</i> )	1	1	
7.3.2	<b>Footnote</b> • Endnote converted to footnote ✓  ( <i>Note to marker: No marks awarded if a footnote is added in addition to the existing endnote.</i> )	1	1	
7.3.3	<b>Paragraph spacing</b> • Spacing after set to 3 pt after ✓	1	1	
7.3.4	<b>Tab setting: &lt;&lt;Birthstone_GeboorteSteen&gt;&gt;</b> • Any leader tab set ✓ • To 8 cm ✓	1 1	2	
7.3.5	<b>Mail merge</b> • Text '<InvestorName_BeleggerNaam>' replaced with the field <<InvestorName_BeleggerNaam>> ✓ • Data source: Month criteria set to 10 ✓	1 1	2	
<b>7GemMerge</b>				
7.3.6	<b>Merge completed</b> • Mail merge completed ✓ ( <i>see letters in 7GemMerge</i> )	1	1	

- Accept any method that will yield the correct answer.







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TOLERANCE RANGES 2016 NSC SUBJECTS

SUBJECT	PAPER 1												
	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11	Q12	Q13
QUESTION NUMBER													
QUESTION TOTAL	30	22	25	25	38	20	20						
FINAL TOLERANCE RANGE PER QUESTION													
Indicate the item at which the Tolerance Range will apply	-1.2	-0.1	-1.8	-0.7	-0.9	-0.7	0.8						
FINAL TOLERANCE RANGE FOR QUESTION PAPER	-4.6 marks												
	2.5%												
	TOTAL MARKS												
	180												

APPROVED

DBE ..... *Shabir ...* .....

DATE: 27.10.2016 .....

UMALUSI .....

*M. ...*

DEPARTMENT OF BASIC EDUCATION  
PRIVATE BAG X598, PRETORIA 0001

2016 -11- 02

APPROVED MARKING GUIDELINE  
PUBLIC EXAMINATION