



EXAMINERS' REPORTS

LEVEL 1 / LEVEL 2 VOCATIONAL AWARD IN ICT (TECHNICAL AWARD)

SUMMER 2023

Grade boundary information for this subject is available on the WJEC public website at:
<https://www.wjecservices.co.uk/MarkToUMS/default.aspx?l=en>

Online Results Analysis

WJEC provides information to examination centres via the WJEC secure website. This is restricted to centre staff only. Access is granted to centre staff by the Examinations Officer at the centre.

Annual Statistical Report

The annual Statistical Report (issued in the second half of the Autumn Term) gives overall outcomes of all examinations administered by WJEC.

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ICT (TECHNICAL AWARD)

Level 1 / Level 2 Vocational Award in ICT (Technical Award)

Summer 2023

UNIT 2 ICT IN CONTEXT

General Comments

The report will summarise the general feedback for this series and then comment on the assessment evidence requirements, the accuracy of marking and administration.

The WJEC board brief “Dee’s Decks” was accessible through the WJEC's secure website. Centres are to be commended for the presentation of their evidence of candidates’ work. Some centres provided the candidates’ evidence in one PDF document, and this made the moderation process more straightforward.

Most centres have a good understanding of the requirements of the controlled test and most assessed accurately. Most centres made very good use of the assessor’s comments section of the mark sheet that greatly aided in the accurate moderation of the work. Thank you.

This year was the introduction of the new upload system on IAMIS the secure WJEC system, it was understandable that a new system would bring teething problems, however, overall, the process went well. WJEC will be using this system to submit NEA work for the foreseeable future. Moving forward we would like this system to become more streamlined for use and the moderation process. The suggested areas to develop for next year’s cohort.

- Save each candidate's work (documentation) as one pdf; there should be one file only for each candidate (This can be achieved by merging all files and naming them with candidates’ information).
- Each file should contain the relative paperwork documents stated in the specification; Mark Record sheet (from the Assessor Pack – pages 29-33), Candidate Declaration sheet (from the Candidate Pack – pages 16-17) and the Candidate time record sheet (from the Candidate Pack – page 18).
- Centres should compile all artefacts/documentation in a single folder and then zip that folder. A single zip file should then be uploaded to IAMIS to aid moderation.
- Annotation can be added to the original document digitally (using the ‘review’ and add ‘mark-up’) or added to work before it is compiled digitally.
- Understandably some centres struggle with facilities to scan; a scanning app can be accessed on mobile devices; this will allow pages to be scanned and collated into one PDF file.
- WJEC has a help desk for centres to guide centres with this process.

Thank you to the centres who uploaded their coursework before the deadline date this was appreciated and helped the moderation process. It is understandable given that this was the first series that there may have been some unexpected issues and delays in organising the required artefacts and documentation.

However, it must be stressed if a centre has foreseen delays, they should contact WJEC before the deadline date to discuss solutions. This year we had a few centres that were late in submitting well past the deadline date; this delayed the moderation process.

Please be reminded that the deadline date for the coursework to arrive with the moderator is the 5th of May; this date will not change. Going forward there will also be a Winter series whereby the submission deadline will be the 10th of December, this date will also not change.

Overall, the evidence submitted was well presented and organised.

Annotation of the work or the marksheet should be evident; it is appreciated that this can be time-consuming, however, this is key in justifying to the moderator where and why grades have been awarded. Many centres made use of the “Assessor comments” section of the Assessor Pack which greatly aided in the moderation process.

The specification is clear that Unit 2 is assessed through a summative controlled assessment when teaching and learning have been completed; the work should be completed in a block. Learners can review and redraft evidence independently within the time controls for the assessment (40 hours).

Comments on individual questions/sections

2.1 Planning, creating, modifying and using databases

Many candidates performed well on this task, with most addressing the requirements of the brief. Most candidates produced good database systems, including a series of related tables, effective data entry forms and the required outputs. Many implementations included macros which improved the HCI. A significant minority of candidates produced database systems that were too simplistic and failed to address the requirement to “find specific information quickly and easily, such as which dance events are taking place in certain counties or which package is the most popular.” Most candidates made effective use of testing strategies and testing to refine their databases, it is only necessary to test one example of valid, extreme and erroneous data rather than all three for every data input field.

2.2 Planning, creating, modifying and using spreadsheets

Most candidates produced a spreadsheet solution that met the requirements of the scenario. Many candidates made effective use of the more basic aspects of spreadsheet software such as the use of layout tools. A significant minority of candidates limited their marks as implementations restricted the automation of saving new data to their sheets via use of macros. Most candidates made effective use of testing strategies and testing to refine their spreadsheets, it is only necessary to test one example of valid, extreme and erroneous data rather than all three for every cell.

2.3 Planning, creating and modifying an automated document

Many candidates were able to create drafts of an automated letter to customers. More precise adherence to the required outcomes would enable candidates to achieve improved marks in this section as well as aiding in the moderation process. It is worth noting that there are two methods of filtering the data to produce the mail merged document, either by making use of the query in the database task or via filtering the data in the spreadsheet task (via filters or pivot tables).

2.4 Planning, creating, manipulating and storing images

Most candidates successfully created a design for a logo that met the client brief. Many candidates selected canvas sizes based on the document type (Raster/SVG) dependent on their software choice, however, attention to the brief specifics would have guided the candidates to select a canvas size in the 100s of pixels rather than 1000s, as the largest item that the logo would be added to was a baseball cap and not larger items such as marquees. Some centres made use of mood boards and colour palettes as well as research into similar company logos to aid in the design process of the clients' new logo.

Summary of key points

- Creation of the logo in task 2.4 as the first task to be addressed/attempted by the candidates would assist them whilst attempting task 2.1/2.2/2.3.
- Testing should be thorough but not overly extensive/repetitive.
- If a password has been added for security reasons to a database, please provide a README file with the database's password.
- The assessment should be attempted in a block of 40 hours after having been taught the relevant skills in the centres choice of Database, Spreadsheet, Word Processing and Photo Editing software.



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