

## Unit 2 Markgrid – Spreadsheet Design

The candidate has...

<b>Worksheets</b>	4 marks	analysed a given data set and designed suitable worksheets that will allow the data to be presented and manipulated efficiently. The design will include suitable titles, column and row headings and cell formats and will specify suitable validation rules that will control data input and limit errors. It will also detail the formulae and functions required to achieve the required outcomes.
	2 marks	analysed a given data set and designed suitable worksheets that will allow the data to be presented and manipulated. The design will include suitable titles, column and row headings and cell formats and will include validation rules that will limit errors. It will also indicate the formulae and functions required to achieve the required outcomes.
	1 mark	analysed a given data set and produced worksheet designs with suitable titles, column and row headings and cell formats
<b>Input/Output</b>	2 marks	produced designs for input formats that propose features to aid data entry and for outputs that illustrate intended layout and content.
	1 mark	produced proposals for input formats and outputs
<b>Interface</b>	2 marks	produced designs for an interface to aid user efficiency. The design indicates that accessibility and usability have been considered.
	1 mark	produced designs for an interface to aid user efficiency
<b>Efficiency</b>	2 marks	identified and described a range of automated routines that will aid user efficiency
	1 mark	identified automated routines that will aid user efficiency