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**INFORMATION TECHNOLOGY**

**9626/02**

Paper 2 Practical

**March 2018**

MARK SCHEME

Maximum Mark: 110

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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.

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This document consists of **8** 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 descriptors 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.

**Evidence document**

**Evidence 1**

- One case error on terminal B 1 mark
- ...not critical as data would still be meaningful 1 mark
- ...although not professional 1 mark
- Error in cell B4 says Terminal D not C 1 mark
- ...this is a critical error as incorrect data would be returned 1 mark

|   | A                | B                     | C |
|---|------------------|-----------------------|---|
| 1 | Destination code | Destination           |   |
| 2 | A                | Terminal A            |   |
| 3 | B                | Terminal B            |   |
| 4 | C                | Terminal C            |   |
| 5 | D                | Terminal D            |   |
| 6 | F                | Terminal F            |   |
| 7 | W                | West terminal         |   |
| 8 | T                | Tower                 |   |
| 9 | X                | Security headquarters |   |

Both errors corrected  
 case on Terminal and 2 x Terminal C 1 mark

|            |  |        |
|------------|--|--------|
| Function   | AVERAGEIF( )   | 1 mark |
|            | \$\$14:\$E\$902  | 1 mark |
|            | Absolute cell referencing or named range used              | 1 mark |
|            | ,A3  | 1 mark |
|            | Relative cell reference                                    | 1 mark |
|            | ,\$F\$14:\$F\$902)   | 1 mark |
|            | Absolute cell referencing or named range used              | 1 mark |
| Error trap | =IF( )   | 1 mark |
|            | ISERROR( )   | 1 mark |
|            | AVERAGEIF(\$E\$14:\$E\$902,A3,\$F\$14:\$F\$902) allow f/t  | 1 mark |
|            | ," "   | 1 mark |
|            | ,AVERAGEIF(\$E\$14:\$E\$902,A3,\$F\$14:\$F\$902) allow f/t | 1 mark |
|            | Replication correct for all Mean delay                     | 1 mark |

**Evidence 2**

|    | A                              | B   |
|----|--------------------------------|---|
| 1  | <b>Analysis by destination</b> |   |
| 2  | <b>Destination</b>             | <b>Mean delay</b>   |
| 3  | Terminal A                     | =IF(ISERROR(AVERAGEIF(\$E\$14:\$E\$902,A3,\$F\$14:\$F\$902)),0,AVERAGEIF(\$E\$14:\$E\$902,A3,\$F\$14:\$F\$902))   |
| 4  | Terminal B                     | =IF(ISERROR(AVERAGEIF(\$E\$14:\$E\$902,A4,\$F\$14:\$F\$902)),0,AVERAGEIF(\$E\$14:\$E\$902,A4,\$F\$14:\$F\$902))   |
| 5  | Terminal C                     | =IF(ISERROR(AVERAGEIF(\$E\$14:\$E\$902,A5,\$F\$14:\$F\$902)),0,AVERAGEIF(\$E\$14:\$E\$902,A5,\$F\$14:\$F\$902))   |
| 6  | Terminal D                     | =IF(ISERROR(AVERAGEIF(\$E\$14:\$E\$902,A6,\$F\$14:\$F\$902)),0,AVERAGEIF(\$E\$14:\$E\$902,A6,\$F\$14:\$F\$902))   |
| 7  | Terminal F                     | =IF(ISERROR(AVERAGEIF(\$E\$14:\$E\$902,A7,\$F\$14:\$F\$902)),0,AVERAGEIF(\$E\$14:\$E\$902,A7,\$F\$14:\$F\$902))   |
| 8  | Tower                          | =IF(ISERROR(AVERAGEIF(\$E\$14:\$E\$902,A8,\$F\$14:\$F\$902)),0,AVERAGEIF(\$E\$14:\$E\$902,A8,\$F\$14:\$F\$902))   |
| 9  | West Terminal                  | =IF(ISERROR(AVERAGEIF(\$E\$14:\$E\$902,A9,\$F\$14:\$F\$902)),0,AVERAGEIF(\$E\$14:\$E\$902,A9,\$F\$14:\$F\$902))   |
| 10 | Security Headquarters          | =IF(ISERROR(AVERAGEIF(\$E\$14:\$E\$902,A10,\$F\$14:\$F\$902)),0,AVERAGEIF(\$E\$14:\$E\$902,A10,\$F\$14:\$F\$902)) |

|      |           |        |
|------|-----------|--------|
| Date | DATE ( )  | 1 mark |
|      | MID ( )   | 1 mark |
|      | A14       | 1 mark |
|      | ,5        | 1 mark |
|      | ,2        | 1 mark |
|      | +100      | 1 mark |
|      | ,MID ( )  | 1 mark |
|      | A14       | 1 mark |
|      | ,3        | 1 mark |
|      | ,2        | 1 mark |
|      | ,LEFT ( ) | 1 mark |
|      | A14,2     | 1 mark |

|    | D  | E  |
|----|--|--|
| 13 | Date   | Destination  |
| 14 | =DATE(MID(A14,5,2)+100,MID(A14,3,2),LEFT(A14,2)) | =VLOOKUP(MID(A14,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 15 | =DATE(MID(A15,5,2)+100,MID(A15,3,2),LEFT(A15,2)) | =VLOOKUP(MID(A15,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 16 | =DATE(MID(A16,5,2)+100,MID(A16,3,2),LEFT(A16,2)) | =VLOOKUP(MID(A16,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 17 | =DATE(MID(A17,5,2)+100,MID(A17,3,2),LEFT(A17,2)) | =VLOOKUP(MID(A17,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 18 | =DATE(MID(A18,5,2)+100,MID(A18,3,2),LEFT(A18,2)) | =VLOOKUP(MID(A18,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 19 | =DATE(MID(A19,5,2)+100,MID(A19,3,2),LEFT(A19,2)) | =VLOOKUP(MID(A19,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 20 | =DATE(MID(A20,5,2)+100,MID(A20,3,2),LEFT(A20,2)) | =VLOOKUP(MID(A20,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 21 | =DATE(MID(A21,5,2)+100,MID(A21,3,2),LEFT(A21,2)) | =VLOOKUP(MID(A21,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 22 | =DATE(MID(A22,5,2)+100,MID(A22,3,2),LEFT(A22,2)) | =VLOOKUP(MID(A22,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 23 | =DATE(MID(A23,5,2)+100,MID(A23,3,2),LEFT(A23,2)) | =VLOOKUP(MID(A23,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 24 | =DATE(MID(A24,5,2)+100,MID(A24,3,2),LEFT(A24,2)) | =VLOOKUP(MID(A24,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 25 | =DATE(MID(A25,5,2)+100,MID(A25,3,2),LEFT(A25,2)) | =VLOOKUP(MID(A25,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 26 | =DATE(MID(A26,5,2)+100,MID(A26,3,2),LEFT(A26,2)) | =VLOOKUP(MID(A26,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 27 | =DATE(MID(A27,5,2)+100,MID(A27,3,2),LEFT(A27,2)) | =VLOOKUP(MID(A27,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 28 | =DATE(MID(A28,5,2)+100,MID(A28,3,2),LEFT(A28,2)) | =VLOOKUP(MID(A28,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 29 | =DATE(MID(A29,5,2)+100,MID(A29,3,2),LEFT(A29,2)) | =VLOOKUP(MID(A29,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |
| 30 | =DATE(MID(A30,5,2)+100,MID(A30,3,2),LEFT(A30,2)) | =VLOOKUP(MID(A30,11,1),'D:\CIE\9626\2018_03_9626_02\Worked\Dest_worked.xlsx Dest_worked!\$A\$2:\$B\$9,2,FALSE) |

|  |        |
|--|--------|
| Destination =VLOOKUP ( )                             | 1 mark |
| MID(A14  | 1 mark |
| ,11  | 1 mark |
| ,1)  | 1 mark |
| ,filename.xlsx!\$A\$2:\$B\$9 (file name will differ) | 1 mark |
| ,2   | 1 mark |
| ,FALSE)  | 1 mark |

Late =IF( ) 1 mark  
 C14<B14 1 mark  
 ,0, 1 mark  
 C14-B14 1 mark

Minutes =F14 1 mark  
 \*1440 1 mark

|    | F                      | G         | H   | I                 |
|----|------------------------|-----------|---|-------------------|
| 13 | Late                   | Minutes   | Passengers  | Late >5           |
| 14 | =IF(C14<B14,0,C14-B14) | =F14*1440 | =VLOOKUP(1*MID(A14,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G14>5,"Y","") |
| 15 | =IF(C15<B15,0,C15-B15) | =F15*1440 | =VLOOKUP(1*MID(A15,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G15>5,"Y","") |
| 16 | =IF(C16<B16,0,C16-B16) | =F16*1440 | =VLOOKUP(1*MID(A16,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G16>5,"Y","") |
| 17 | =IF(C17<B17,0,C17-B17) | =F17*1440 | =VLOOKUP(1*MID(A17,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G17>5,"Y","") |
| 18 | =IF(C18<B18,0,C18-B18) | =F18*1440 | =VLOOKUP(1*MID(A18,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G18>5,"Y","") |
| 19 | =IF(C19<B19,0,C19-B19) | =F19*1440 | =VLOOKUP(1*MID(A19,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G19>5,"Y","") |
| 20 | =IF(C20<B20,0,C20-B20) | =F20*1440 | =VLOOKUP(1*MID(A20,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G20>5,"Y","") |
| 21 | =IF(C21<B21,0,C21-B21) | =F21*1440 | =VLOOKUP(1*MID(A21,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G21>5,"Y","") |
| 22 | =IF(C22<B22,0,C22-B22) | =F22*1440 | =VLOOKUP(1*MID(A22,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G22>5,"Y","") |
| 23 | =IF(C23<B23,0,C23-B23) | =F23*1440 | =VLOOKUP(1*MID(A23,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G23>5,"Y","") |
| 24 | =IF(C24<B24,0,C24-B24) | =F24*1440 | =VLOOKUP(1*MID(A24,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G24>5,"Y","") |
| 25 | =IF(C25<B25,0,C25-B25) | =F25*1440 | =VLOOKUP(1*MID(A25,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G25>5,"Y","") |
| 26 | =IF(C26<B26,0,C26-B26) | =F26*1440 | =VLOOKUP(1*MID(A26,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G26>5,"Y","") |
| 27 | =IF(C27<B27,0,C27-B27) | =F27*1440 | =VLOOKUP(1*MID(A27,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G27>5,"Y","") |
| 28 | =IF(C28<B28,0,C28-B28) | =F28*1440 | =VLOOKUP(1*MID(A28,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G28>5,"Y","") |
| 29 | =IF(C29<B29,0,C29-B29) | =F29*1440 | =VLOOKUP(1*MID(A29,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G29>5,"Y","") |
| 30 | =IF(C30<B30,0,C30-B30) | =F30*1440 | =VLOOKUP(1*MID(A30,9,1), D:\CIE\9626\2018_03_9626_02\SP\M18Seats.csv!M18Seats!\$A\$2:\$B\$10,2,FALSE) | =IF(G30>5,"Y","") |

Passengers =VLOOKUP( ) 1 mark  
 1\* or alt operation for string to number 1 mark  
 MID(A14,9,1) 1 mark  
 , M18Seats.csv!\$A\$2:\$B\$10 1 mark  
 ,2 1 mark  
 ,FALSE 1 mark  
 All formulae replicated 1 mark

New row inserted between 1 and 2 1 mark  
 Correct text entry in cells A2 to B2 and fully visible 1 mark  
 Rows 1, 2, 12 and 13 only bold 1 mark  
 Rows 1, 2, 12 and 13 only centre aligned 1 mark  
 Date column formatted as dd/mm/yyyy 1 mark  
 Due, Arrived and Late columns all times in hh:mm format 1 mark  
 Mean delay column formatted as hh:mm:ss 1 mark  
 Minutes and Passengers formatted as Integer 1 mark

**Evidence 3**

| Analysis by destination |            | Mean delay |            |                       |       |         |            |  |  |
|-------------------------|------------|------------|------------|-----------------------|-------|---------|------------|--|--|
| Destination             | Mean delay |            |            |                       |       |         |            |  |  |
| Terminal A              | 00:03:28   |            |            |                       |       |         |            |  |  |
| Terminal B              | 00:03:48   |            |            |                       |       |         |            |  |  |
| Terminal C              | 00:03:21   |            |            |                       |       |         |            |  |  |
| Terminal D              | 00:03:38   |            |            |                       |       |         |            |  |  |
| Terminal F              | 00:03:26   |            |            |                       |       |         |            |  |  |
| Tower                   | 00:03:27   |            |            |                       |       |         |            |  |  |
| West Terminal           | 00:03:13   |            |            |                       |       |         |            |  |  |
| Security Headquarters   | 00:01:43   |            |            |                       |       |         |            |  |  |
| Journeys                |            |            |            |                       |       |         |            |  |  |
| Bus Code                | Due        | Arrived    | Date       | Destination           | Late  | Minutes | Passengers |  |  |
| 1401182610X114          | 09:00      | 08:58      | 14/01/2018 | Security headquarters | 00:00 | 0       | 12         |  |  |
| 1401182610T102          | 09:56      | 09:58      | 14/01/2018 | Tower                 | 00:02 | 2       | 12         |  |  |
| 1401182610A114          | 09:11      | 09:20      | 14/01/2018 | Terminal A            | 00:09 | 9       | 12         |  |  |
| 1401182610A125          | 09:41      | 09:47      | 14/01/2018 | Terminal A            | 00:06 | 6       | 12         |  |  |
| 1401182610A135          | 11:27      | 11:31      | 14/01/2018 | Terminal A            | 00:04 | 4       | 12         |  |  |
| 1401182610A155          | 12:05      | 12:03      | 14/01/2018 | Terminal A            | 00:00 | 0       | 12         |  |  |

**Evidence 4**

- Destination names as row headings 1 mark
- Dates as column headings 1 mark
- Sum as mathematical operation 1 mark
- Correct sum values 1 mark
- Correct totals for each date 1 mark
- No totals for each destination 1 mark

**Analysis of late buses for 14<sup>th</sup> to 20<sup>th</sup> January 2018**

Total number of minutes late for each destination on each date.

| Destination           | 14/01/2018 | 15/01/2018 | 16/01/2018 | 17/01/2018 | 18/01/2018 | 19/01/2018 | 20/01/2018 |
|-----------------------|------------|------------|------------|------------|------------|------------|------------|
| Security Headquarters | 0          | 7          | 4          | 0          | 1          | 0          | 0          |
| Terminal A            | 47         | 61         | 38         | 73         | 54         | 74         | 88         |
| Terminal B            | 27         | 42         | 34         | 51         | 23         | 42         | 47         |
| Terminal C            | 52         | 57         | 57         | 28         | 60         | 58         | 63         |
| Terminal D            | 45         | 48         | 75         | 44         | 70         | 63         | 62         |
| Terminal F            | 199        | 203        | 210        | 156        | 212        | 214        | 179        |
| West Terminal         | 35         | 28         | 57         | 28         | 13         | 27         | 60         |
| Daily Total           | 405        | 444        | 472        | 382        | 433        | 476        | 459        |

Chart to show the average delay time to each destination



Report prepared by A Candidate 22999 9999

- Appropriate chart type 1 mark
- Appropriate chart title 1 mark
- Appropriate axis titles 1 mark
- Correct values 1 mark
- Value axis intervals set to increments of 1 minute/ 30 seconds 1 mark

- Appropriate report title 1 mark
- Includes chart and pivot table 1 mark
- Single portrait page with professional look 1 mark
- Gridlines visible 1 mark
- Name and Candidate details in the footer 1 mark
- Exported as pdf 1 mark

**Evidence 5**

New worksheet created from the extract 1 mark  
 Driver ID =MID( ) 1 mark  
 A47,12,2) 1 mark  
 \*1 or alt method to turn data into numeric 1 mark

| Driver ID        | Driver Name  |
|------------------|--|
| =MID(A47,12,2)*1 | =VLOOKUP(A47,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A47,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A48,12,2)*1 | =VLOOKUP(A48,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A48,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A49,12,2)*1 | =VLOOKUP(A49,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A49,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A50,12,2)*1 | =VLOOKUP(A50,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A50,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A51,12,2)*1 | =VLOOKUP(A51,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A51,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A52,12,2)*1 | =VLOOKUP(A52,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A52,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A53,12,2)*1 | =VLOOKUP(A53,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A53,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A54,12,2)*1 | =VLOOKUP(A54,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A54,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A55,12,2)*1 | =VLOOKUP(A55,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A55,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A56,12,2)*1 | =VLOOKUP(A56,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A56,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A57,12,2)*1 | =VLOOKUP(A57,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A57,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A58,12,2)*1 | =VLOOKUP(A58,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A58,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A59,12,2)*1 | =VLOOKUP(A59,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A59,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A60,12,2)*1 | =VLOOKUP(A60,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A60,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A61,12,2)*1 | =VLOOKUP(A61,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A61,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |
| =MID(A62,12,2)*1 | =VLOOKUP(A62,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,3,FALSE)*"&VLOOKUP(A62,"D:\C:\Users\9626\2018_02_0426_0315P\M18Driver.csv!M18Driver!\$A\$2:\$D\$41,A,FALSE) |

Driver name =VLOOKUP( ) 1 mark  
 J47, or alternative address for driver ID 1 mark  
 M18Driver.csv 1 mark  
 !\$A\$2:\$D\$41 1 mark  
 Absolute referencing 1 mark  
 ,3 1 mark  
 ,FALSE 1 mark  
 "&" "& or alternative use of concatenate with space 1 mark  
 VLOOKUP(J46,M18Driver.csv!\$A\$2:\$D\$41,4,FALSE) 1 mark  
 Replication – Driver name calculated for each journey 1 mark

2nd table created in spreadsheet (not csv)... 1 mark  
 ... with driver names set to left 1 mark

|    | A  | B         | C          | D          | E            | F  |
|----|----|-----------|------------|------------|--------------|--|
| 1  |    |           |            |            |              |  |
| 2  |    |           |            |            |              |  |
| 6  | 75 | Part Time | Karl       | Roth       | =C6&" "&D6   | =COUNTIFS(\$K\$47:\$K\$935,E6,\$G\$47:\$G\$935,0)  |
| 7  | 39 | Full Time | Holly      | Jenkinson  | =C7&" "&D7   | =COUNTIFS(\$K\$47:\$K\$935,E7,\$G\$47:\$G\$935,0)  |
| 8  | 73 | Part Time | Gunthar    | Schmitt    | =C8&" "&D8   | =COUNTIFS(\$K\$47:\$K\$935,E8,\$G\$47:\$G\$935,0)  |
| 9  | 87 | Trainee   | Juan       | Suarez     | =C9&" "&D9   | =COUNTIFS(\$K\$47:\$K\$935,E9,\$G\$47:\$G\$935,0)  |
| 10 | 21 | Full Time | Friederike | Trommler   | =C10&" "&D10 | =COUNTIFS(\$K\$47:\$K\$935,E10,\$G\$47:\$G\$935,0) |
| 11 | 9  | Full Time | Olga       | Schneider  | =C11&" "&D11 | =COUNTIFS(\$K\$47:\$K\$935,E11,\$G\$47:\$G\$935,0) |
| 12 | 16 | Full Time | Pat        | Pushing    | =C12&" "&D12 | =COUNTIFS(\$K\$47:\$K\$935,E12,\$G\$47:\$G\$935,0) |
| 13 | 17 | Full Time | Louis      | Class      | =C13&" "&D13 | =COUNTIFS(\$K\$47:\$K\$935,E13,\$G\$47:\$G\$935,0) |
| 14 | 13 | Full Time | Siddharth  | Gad        | =C14&" "&D14 | =COUNTIFS(\$K\$47:\$K\$935,E14,\$G\$47:\$G\$935,0) |
| 15 | 14 | Full Time | Holly      | Chase      | =C15&" "&D15 | =COUNTIFS(\$K\$47:\$K\$935,E15,\$G\$47:\$G\$935,0) |
| 16 | 15 | Full Time | Peter      | Kelly      | =C16&" "&D16 | =COUNTIFS(\$K\$47:\$K\$935,E16,\$G\$47:\$G\$935,0) |
| 17 | 10 | Full Time | Peter      | Perfection | =C17&" "&D17 | =COUNTIFS(\$K\$47:\$K\$935,E17,\$G\$47:\$G\$935,0) |
| 18 | 18 | Full Time | Kratka     | Dhiman     | =C18&" "&D18 | =COUNTIFS(\$K\$47:\$K\$935,E18,\$G\$47:\$G\$935,0) |
| 27 | 20 | Full Time | Fatima     | Hegde      | =C27&" "&D27 | =COUNTIFS(\$K\$47:\$K\$935,E27,\$G\$47:\$G\$935,0) |
| 31 | 19 | Full Time | Lydia      | Blankinsop | =C31&" "&D31 | =COUNTIFS(\$K\$47:\$K\$935,E31,\$G\$47:\$G\$935,0) |
| 33 | 12 | Full Time | Eliot      | Cotterill  | =C33&" "&D33 | =COUNTIFS(\$K\$47:\$K\$935,E33,\$G\$47:\$G\$935,0) |
| 40 | 11 | Full Time | Tomas      | Jacobs     | =C40&" "&D40 | =COUNTIFS(\$K\$47:\$K\$935,E40,\$G\$47:\$G\$935,0) |

=COUNTIFS( ) 1 mark  
 Two conditions in function 1 mark  
 \$K\$47:\$K\$934 or similar range depending on layout 1 mark  
 ,E5 or similar reference to driver name 1 mark  
 ,G\$47:\$G\$934 or similar range depending on layout 1 mark  
 ,0 reference to 0 minutes late 1 mark

|   |        |
|---|--------|
| Appropriate title with candidate details                      | 1 mark |
| Layout as shown including column alignments                   | 1 mark |
| Data sorted into ascending order of on-time or early journeys | 1 mark |
| Correct results   | 1 mark |
| Exported as Driver_ZZ999_9999.rtf                             | 1 mark |
| The name of this week's best driver is: Tomas Jacobs          | 1 mark |

**Evidence 6****Drivers with fewest delays for this week**

| <b>Driver</b>       | <b>Number of journeys</b> |
|---------------------|---------------------------|
| Karl Roth           | 2                         |
| Holly Jenkinson     | 2                         |
| Gunther Schmitt     | 3                         |
| Juan Suarez         | 4                         |
| Friederike Trommler | 5                         |
| Olga Schneider      | 13                        |
| Pat Pushing         | 16                        |
| Louis Claes         | 17                        |
| Siddharth Gad       | 17                        |
| Holly Chase         | 18                        |
| Peter Kelly         | 23                        |
| Peter Perfection    | 23                        |
| Kratika Dhiman      | 23                        |
| Fatima Hegde        | 25                        |
| Lydia Blenkinsop    | 25                        |
| Elliot Cotterill    | 26                        |
| Tomas Jacobs        | 31                        |

**The name of this week's best driver is: Tomas Jacobs**

**Evidence 7**

|   |        |
|---|--------|
| A formula can contain a mathematical operator (example: F4*)                            | 1 mark |
| A formula can contain a function (example: IF or RANDBETWEEN)                           | 1 mark |
| A function has a predefined name (example: IF or RANDBETWEEN)                           | 1 mark |
| A function is a predefined operation built in spreadsheet (example: IF or RANDBETWEEN)  | 1 mark |
| A function has parameters passed to it, formula does not (example: condition>60)        | 1 mark |
| A function can contain decision making (example: different responses from IF condition) | 1 mark |