



Province of the
EASTERN CAPE
EDUCATION

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Provinsie van die Oos Kaap: Departement van Onderwys
Porafensie Ya Kapa Botjhabela: Lefapha la Thuto

NATIONAL SENIOR CERTIFICATE

GRADE 12

SEPTEMBER 2024

COMPUTER APPLICATIONS TECHNOLOGY P1

MARKS: 150

TIME: 3 hours

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INSTRUCTIONS AND INFORMATION

1. Owing to the nature of this practical examination, it is important to note that, even if you complete the examination early, you will NOT be permitted to leave the examination room until all the administrative functions associated with the examination have been finalised. During the examination, the normal rules regarding leaving the examination room apply.
2. If you are working on the network, or the data files have been preloaded on your system, you must follow the instructions provided by the invigilator/ educator.
3. At the end of the examination, you must make sure that ALL your answer files are saved on the network/computer as explained to you by the invigilator/ educator.
4. Make absolutely sure that ALL files can be read. Do NOT save unnecessary files/folders and do NOT hand in duplicate answer files/folders. Do NOT delete any original files that you did not work on.
5. The information sheet that has been provided with the question paper MUST BE COMPLETED AFTER THE THREE-HOUR EXAMINATION SESSION. Hand it to the invigilator at the end of the examination.
6. A copy of the master files will be available from the invigilator. Should there be any problems with a file, you may request another copy from the invigilator.
7. This question paper consists of SEVEN questions. Answer ALL the questions.
8. Read through each question before answering or solving the problem. Do NOT do more than what is required by the question.
9. Ensure that you save each document using the file name given in the question paper. Save your work at regular intervals as a precaution against possible power failures.
10. You may NOT use any resource material.
11. Accuracy will be taken into account, e.g. if a question requires the answer to be in cell F3 in a spreadsheet, and you enter the answer in cell G4, it will NOT be marked.
12. Ensure that the regional settings are set to South Africa and date and time settings, number settings and currency settings are correctly set.
13. In all questions involving word processing, you should set the language to English (South Africa). The paper size is assumed to be A4 Portrait, unless instructed otherwise. Use centimetres as the unit of measurement.

14. Ensure that the Developer tab and Ruler are activated.
15. Ensure that the decimal symbol is set as a full stop ('.') and the list separator is set as a comma (',').
16. Formulae and/or functions must be used for ALL calculations in questions involving spreadsheets. Use absolute cell references only where necessary to ensure that formulae are correct when you copy them to other cells in a spreadsheet.

NOTE: All formulae and/or functions should be inserted in such a manner that the correct results will still be obtained even if changes are made to the existing data.

17. You may NOT use a word processing program such as Word to answer the HTML question.
18. The examination data folder that you receive with this question paper contains the files listed below. Ensure that you have all the files before you begin with this examination.

	Q6Pic	File folder
	Q1_Overview	Microsoft Word Document
	Q2_Application	Microsoft Word Document
	Q2_LogoDota	JFIF File
	Q3_Chart	JPG File
	Q3_IDplayer	Microsoft Excel Worksheet
	Q4_Players	Microsoft Excel Worksheet
	Q5_6Close	JFIF File
	Q5_GameStats	Microsoft Access Database
	Q6_1ESport	Chrome HTML Document
	Q6_2Ranking	Chrome HTML Document
	Q6back6	JPG File
	Q6Games	JPG File
	Q7_Cardtype	Microsoft Word Document
	Q7_Data	Microsoft Excel Worksheet
	Q7_Mergeletter	Microsoft Word Document
	Team OG	MP4 File

19. Use the password **Game123** to extract the files.

SCENARIO

E-Sport is becoming more and more popular. You were asked by the team captain to modify a document that will be sent to learners to attract interest in a specific computer game.

QUESTION 1: WORD PROCESSING

Open the **Q1_Overview** word processing document and do the following.

- 1.1 Find the text **“Let the games begin”** on the cover page and do the following:
- Change the sentence to All caps.
 - Apply any outer offset bottom right shadow text effect to the sentence. (2)
- 1.2 Find the text **“Table of content”** on the second page and insert a table of content as shown in the screenshot below:

Table of content	
DOTA 2 _____	3
MULTIPLAYER _____	5
DEVELOPMENT _____	5
ESPORT _____	5
GAME MODES _____	6
GAMEPLAY _____	7
TEAMS _____	7
CREEPS _____	8
SHOP _____	8
GOLD _____	9
DEVELOPMENT _____	9
HEROS _____	11
ROAD TO VICTORY _____	11
REQUIREMENTS TO TAKE PART IN AN EVENT. _____	12
BIBLIOGRAPHY _____	13

NOTE:

- Use the formal table of content style with a solid line.
- The style used to create the table of content is **Esport1**.
- The page numbering.
- The Multiplayer heading in the table of content. (5)

1.3 Locate the table on page 3 under the heading “**Dota 2**” and modify it as follows:

1.3.1 Insert a new row at the top of the table and move the heading “**Top 10 Dota 2 Teams in the world**” into the new row as in the example below:

Top 10 Dota 2 Teams in the world.					
No	Logo	Team	Net worth	Rating	Last Played
1		Team Spirit	602032	1493	1months ago

(3)

1.3.2 Add a formula and border to the last row of the table as in the example below:

Average Net Worth	431785.7		
-------------------	----------	--	--

(2)

1.4 Locate the text on page 5 under the heading “**multiplayer**” starting with “**Dota 2**” and ending with “**base**” (highlighted in yellow).

Change the paragraph to be in two columns with a line in between.

Use a break to ensure that the word “Each” appear at the top of the 2nd column as in the example below.

Dota 2 is a 2013 multiplayer online battle arena (MOBA) video game by Valve. The game is a sequel to Defense of the Ancients (DotA), a community-created mod for Blizzard Entertainment's Warcraft III: Reign of Chaos. Dota 2 is played in matches between two teams of five players, with each team occupying and defending their own separate base on the map.	Each of the ten players independently controls a powerful character known as a "hero" that all have unique abilities and differing styles of play. During a match player collect experience points and items for their heroes to defeat the opposing team's heroes in player versus player combat. A team wins by being the first to destroy the other team's "Ancient", a large structure located within their base.
---	---

(2)

1.5 Locate the word “**Steam**” highlighted in blue under the heading “**Development**” and do the following:

- Convert the footnote to an endnote.
- Change the number format to A, B, C ...

(2)

1.6 Replace the text (Question1.6/Vraag1.6) under the heading “**The International**” with a citation to the source Gwaben, Z.

(1)

- 1.7 Locate the picture under the heading, “**Carry**”, and reset the picture. (1)
- NOTE:** DO NOT reset the size. (1)
- 1.8 Ensure that whenever the index is updated the word “creeps” will not be highlighted anymore. (1)
- 1.9 Find the word “**WarcraftIII**” highlighted in yellow under the heading “**Development**” and add a sub-entry “**Blizzard**” to the word. (2)
- Update the index at the end of the document. (2)
- 1.10 Use a word feature to replace all the occurrences of the exact word **IceFrog** with **Gabe** in bold and underline it in red. (4)
- 1.11 Add a caption **Hero 2: Crystal Maiden** to the picture below the heading “**Heroes**”. (3)
- Ensure that this caption is reflected in the table of figures on page 2. (3)
- 1.12 Find the SmartArt under the heading “**Road to Victory**”.

1.12.1 Modify it to display as follows:



(1)

1.12.2 Change the colour of the SmartArt to any colourful option. (1)

- 1.13 Find the phrase starting with “**player eligibility**” and ending with “**misconduct**” highlighted in blue and insert a multilevel list on the 2nd last page as partially shown below.

Requirements to take part in an event.

A) Player Eligibility:

- ⊕ Participants must meet age and regional eligibility requirements.
- ⊕ All players must be registered and provide accurate personal information.

B) Team Composition:

- ⊕ Clearly define the maximum and minimum number of players per team.
- ⊕ Specify any restrictions on team member substitutions during the competition.

C) Equipment and Software:

- ⊕ Clearly state the acceptable gaming peripherals and equipment.
- ⊕ Ensure that all players are using the same version of the game client or software.
- ⊕ Verify that all third-party software is allowed or restricted.

D) Match Format:

- ⊕ Outline the format of each match, including the number of rounds, maps, or game modes.
- ⊕ Specify tiebreaker rules and conditions.

NOTE:

- The first level must be a capital letter with a bracket, for example **A)**
- Wingdings character code 176 was used for the 2nd level.
- The 2nd level starts on 1 cm and the text is 1 cm away from the bullet.

(4)

- 1.14 Add the following source:

Type of Source	Film	Language	Default
Bibliography Fields for APA			
Title	T8		
Director	Miles, John;	Edit	
Year	2009		

(2)

Save and **close** the document.

[36]

QUESTION 2: WORD PROCESSING

The school will host an E-sport event and you were asked to modify a registration form for this event.

Open the document **Q2_Application** and do the following:

2.1 A learner can only be part of 5 teams:

- Blue
- Green
- Red
- Orange
- Grey

Modify the drop-down form field next to the team's name to include all options in this specific **order**.

(2)

2.2 Change the text format of "**Game Title**" field to display all the text in capital letters.

(1)

2.3 Change the "**Name**" field to accept a maximum of 20 characters.

(1)

2.4 Change the check box form field under the heading "**Terms and Conditions**" to be selected by default.

(1)

2.5 Find the signature line at the bottom of page one and modify it to include this instruction to the signer: **Please ensure that this information is accurate**.

(1)

2.6 Insert a text watermark on **page 1 only**. The text of the watermark should read **Registration form**.

(3)

2.7 Insert the tab stops on the last page as in the example below:

7CM

24CM



Item Name	Cost	Description
Power Treads	1400	+10Activate to switch between Strength, Agility, and Intelligence.
Blink Dagger	2250	Short-range teleportation ability.
Black King Bar	3975	Grants magic immunity for a duration.
Aghanim Sceptre	4200	Upgrades the ultimate ability of certain heroes.
Observer Ward	75	Provides vision in an area.
Sentry Ward	100	Reveals and detects invisible units in an area.
Dust of Appearance	180	Reveals and slows invisible units.
Boots of Travel	2500	Teleports to any allied non-hero unit on the map.
Desolator	3500	Reduces target armour on attacks.
Heart of Terrace	5200	Provides significant health regeneration.

(4)

Save and **close** the document.

[13]

QUESTION 3: SPREADSHEET

A list of top players in the tournament were recorded in Excel and you were asked to assist with the results report.

Open the spreadsheet **Q3_IDplayer** and do the following:

Work in the **players** worksheet.

3.1 Use the autofill feature to automatically number the players from 1 to 50 in **column A**. (1)

3.2 **Cells A1:P2** is already merged. Extend the merged cell to include row 3. (1)

3.3 Determine in **cell D4** what the highest number of matches played (**Column D**) by an individual player is. (1)

3.4 In **cell G4** calculate how many players achieved more than 1 000 kills (**Column H**) and died 2 000 times or less (**Column I**). (5)

3.5 A player will receive golden status if a player meets the following criteria:

- A player's first match must be **before** 2020/01/01 (**Column M**) and
- A player must have won **2 000 or more** matches (**Column E**) and
- A player must have loss **less than 1 500** times (**Column F**)

Use a combination of functions in **cell O8** to display the word "Yes" if the player meets these requirements. The cell must be left blank if a player does not meet the requirements. (6)

3.6 A player will receive a gift **based on the number of matches he/she has played**. An attempt was made in **cell P8** to determine the gift of Ethan Thompson.

Modify the function **and** the table to display the correct answer. (3)

3.7 Work in the **Travel** worksheet.

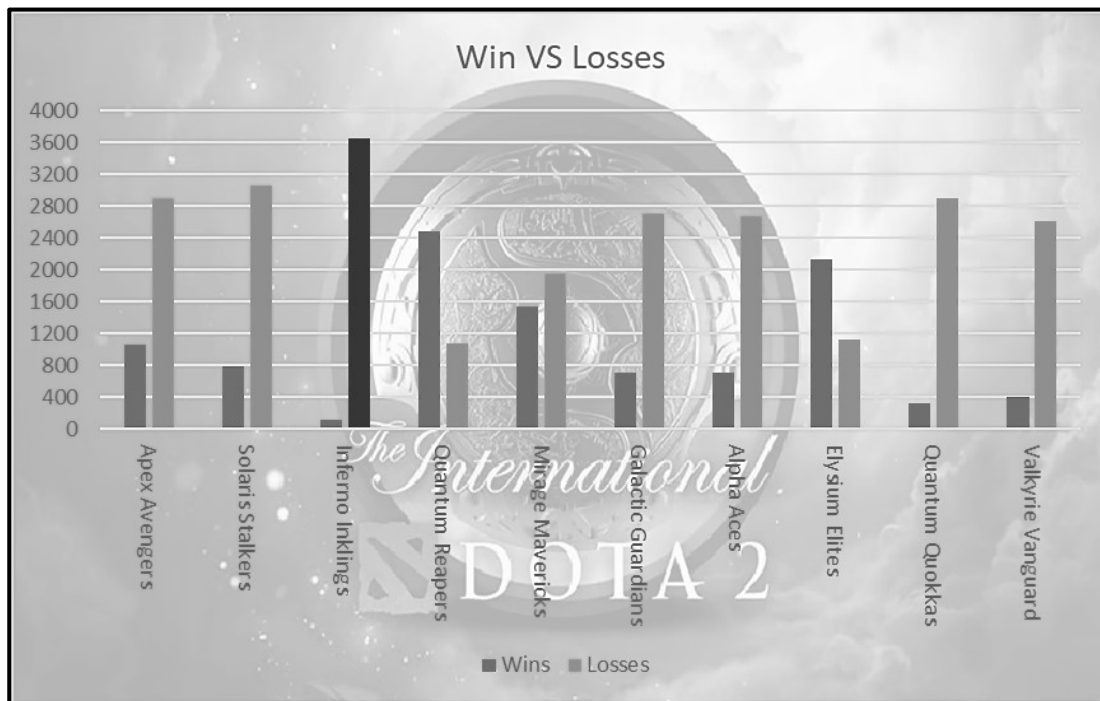
Some players will be delayed to travel to the venue from a specific hotel.

The delayed status is displayed in **column C**. If a player **is delayed** the delayed time in **cell D2** must be added to the arrival time. If the player is **not delayed** the original arrival time must display.

Insert a combination of functions and formulas in **cell E4** to determine what the new arrival time will be. Make sure that when it is copied down, the correct results will be displayed. (4)

3.8 Work in the **Graph** worksheet.

Format the chart to look like the example below. A picture of the final chart has been added in the worksheet to assist you.



NOTE:

Use the picture **Q3Chart** as the chart background and set the **transparency** to 70%.

(6)

Save and **close** the spreadsheet.

[27]

QUESTION 4: SPREADSHEET

The results of the tournament must be processed, and you were asked to assist.

Open the spreadsheet **Q4_Players** and do the following:

Work in the **Ranking** worksheet.

4.1 Insert the file name as a **field** in the middle of the header. (1)

4.2 Use a spreadsheet feature to format the **name and surname (Column A)** with a blue background colour, if a player is in the **top 5 ranking (Column D)**. (4)

4.3 Insert a combination of text functions in **cell E4** to create a new GamerTag for Sophie Adams.

The GamerTag consist of:

- The first letter of the surname followed by
 - The second character of their ID number followed by
 - The word Pro or Amateur in Column C
- (8)

4.4 Work in the **Details** worksheet.

Protect the worksheet so that a person can only enter data in **cell B2:B4**.

DO NOT insert a password on the protected sheet. (2)

4.5 Rename **Sheet1** to Game. (1)

Save and **close** the spreadsheet. [16]

QUESTION 5: DATABASE

You are requested to modify the database of a group of players.

Open the database **Q5_GameStats**.

5.1 Open the table **5_1Table** in the datasheet view and do the following:

- Add a sunken cell effect to the table.
- Change the alternative row colour to any green colour. (2)

5.2 Now switch to the design view and modify the table.

5.2.1 Choose an appropriate field as a **primary key**. (1)

5.2.2 Change the **PlayerName** field size to **50**. (1)

5.2.3 Ensure that the **GamesPlayed** field cannot be left blank. (1)

5.2.4 Ensure that a person can only insert a value between 30 and 500 (both included) in the **Distance traveled** field. (3)

5.2.5 Change the format of the **Skins** field to **true/false**. (1)

Save and close the **5_1Table** table.

5.3 Open the **Qry5_3** query and modify it to resemble the screenshot below.

Geographic location ▾	AvgOfFrequency of logins ▾
Canada	98
China	118
EU	93
Japan	98
South Africa	95
USA	129

(3)

Save and close the **Qry5_3** query.

5.4 Open the **Qry5_4** query and add a calculated field called AccountAge that will calculate the age of the account in months. (5)

Save and close the **Qry5_4** query.

5.5 Open the **Qry5_5**.

Display **only** the Username of all the players that have more than 30 000 followers and who have a score higher than their experience.

Sort the usernames in descending order. (5)

Save and close the **Qry5_5** query.

5.6 Open the form called **Frm5_6** and modify it as follows:

- Change the text box of the Geographic location field to a combo box.
- Use the **Q5_6** table as the row source for the combo box.
- Insert a button in the form footer that will close the form.
- Use the **5_6Close** picture for the button.

(5)

Save and close the Frm5_6 form.

5.7 Open the **Rpt5_7** report and modify it to look like the screenshot below.

Total followers per country		
Geographic location	Username	Followers
Canada	QuantumQuasar78	26874
	CelestialSniper45	67874
	ShadowKnight89	10255
	Total number of followers per country	105003
China	NebulaNomad01	58457
	BlazeFalcon01	68787
	CosmicVortex45	28745
	Total number of followers per country	155989

Take note of the following:

- The heading that was added.
- The grouping that was applied and the movement of fields.
- Calculated field that was added.
- Shading that was applied.

(7)

Save and close the Rpt5_7 report.

Save and close the Q5_GameStats database.

[34]

QUESTION 6: WEB DESIGN (HTML)**NOTE:**

- You may **NOT** use a word processing program such as Word to answer the HTML questions.
- An HTML tag sheet has been attached for your reference.

ONE mark will be allocated for the correct use of tags and triangular brackets.

(1)

Your final web page should look like the example below. The background picture may display differently on your screen to the screenshot below depending on your screen's resolution settings.



6.1 Open the incomplete **Q6_1Esport** file in a web browser and also in a text/HTML editor (NOT a word processing program such as Word).

6.1.1 Ensure that the heading **“Esport”** appear in the tab browser. (1)

6.1.2 Change the font colour of the heading “Dota 2 TI10” to red and increase the font size to 10. (2)

6.1.3 An attempt was made to change the font type of the list of events of 2023 to Arial. Rectify the mistake. (1)

6.1.4 Change the bullet list to a numbered list.

Use the A, B, C format like in the screenshot and ensure that there are no empty lines in the list:

(3)



A. The International (Dota 2)
B. League of Legends World
C. Counter-Strike: Global Offensive
D. Fortnite World Cup
E. Overwatch League Grand Finals
F. Call of Duty League Champions
G. FIFA eWorld Cup
H. StarCraft II World Championship
I. Rainbow Six Siege Pro League
J. Hearthstone Masters Tour
K. Rocket League Championship

6.1.5 Ensure that the name “No Tail” displays like the rest of the names in the column.

(2)

Save and **close** the **Q6_1Esport** file.

6.2 Open the webpage **Q6_2Ranking** and change it as follows.

Dota 2 Esports			
Stats			
Team	Net Worth	Rating	Logo
Team Spirit	602032	1493	
Gaimin Gladiators	559987	1075	
Bet Boom	531587	479	
Team Liquid	488878	475	
LGD Gaming	455145	280	
Aurora Gaming	432558	244	

6.2.1 Make sure all the pictures in the table displays correctly. (1)

6.2.2 Format the heading to display as follows:

Stats			
Team	Net Worth	Rating	Logo

(2)

Save and close the **Q6_2Ranking** file.

[13]

QUESTION 7: GENERAL

Use the following files for this question: **Q7_Cardtype**, **Q7_Data**, **Q7_MergeLetter**.

7.1 Open the document **Q7_MergeLetter**.

7.1.1 Accept all changes that were made to the document. (1)

7.1.2 All the players with a visa card will get a letter from the bank to notify them about a loyalty program. Use the **Q7_Cardtype** and **Q7_MergeLetter** and prepare a mail merge for all the visa type card holders.

- Use **Q7_Cardtype** as source.
- Replace <<**First Name**>> and <<**Surname**>> with the fields First_Name and Surname.
- **Save** the Q7_MergeLetter before completing the merge.
- Complete the mail merge and save the new document as **Q7Merged**.

(4)

Close the **Q7_MergeLetter** and **Q7Merged** documents.

7.2 Open the **Q7_Data** excel file and work in the **IP** worksheet.

7.2.1 Use data validation to create a list, so that a person can only select male or female in **column E**. (2)

7.2.2 Work in the **Dup** worksheet and remove all the duplicate items. (1)

7.2.3 Work in the **Company** worksheet and use a spreadsheet feature to create a summary like the screenshot below:

First Name	Surname	Company Name	gender	Slogan	Email	Type of Company
Ashely	Kubecka	Edgepulse	Yuan Renminbi	monetize magnetic e-commerce	akubecka6a@ocn.ne.jp	Automotive
Cherish	Harral	Allane	Pound	leverage scalable niches	charral7t@wordpress.com	Automotive
Chrisse	Keir	Gigaclub	Yuan Renminbi	aggregate e-business niches	ckeir1b@mapy.cz	Automotive
Enoch	Atherley	Topiclounge	Dollar	maximize virtual mindshare	eatherley69@moonfruit.com	Automotive
Katleen	Decker	Yabox	Peso	deploy mission-critical channels	kdecker89@google.de	Automotive
Maximilian	McNalley	Jaxspan	Ruble	deliver ubiquitous ROI	mmcnalley1p@com.com	Automotive
Marlo	Senn	Leexo	Euro	incentivize extensible e-commerce	msennl@ebay.com	Automotive
Marilyn	Symcock	Quire	Real	disintermediate innovative users	msymcock73@shutterfly.com	Automotive
Rosalie	Galway	Tagcat	Koruna	disintermediate efficient e-commerce	rgalway8o@printfriendly.com	Automotive
Automotive Count						9
Ashlen	Arias	Izio	Yuan Renminbi	transition 24/7 action-items	aariasxx@blog.com	Baby
Alis	Dolle	Meedoo	Ruble	mesh leading-edge web services	adollemf@surveymonkey.com	Baby
Alta	Goney	Skimia	Yuan Renminbi	reintermediate bricks-and-clicks architectures	agoneyle@ucsd.edu	Baby
Arne	Michallat	Kaymbo	Dirham	drive bricks-and-clicks bandwidth	amichallatla@java.com	Baby
Clarette	Ary	Feedspan	Real	orchestrate holistic web-readiness	caryoj@wikispaces.com	Baby
Christophe	Eggers	Fiveclub	Dollar	visualize collaborative architectures	ceggersps@webs.com	Baby

(3)

NOTE: Use the **CompanyExample** worksheet as a guide.

Save and close the **Q7_data** spreadsheet.

[11]

TOTAL: 150

HTML TAG SHEET

Basic Tags	
Tag	Description
<body></body>	Defines the body of the web Page
<body bgcolor="pink">	Sets the background colour of the web page
<body text="black">	Sets the colour of the body text
<head></head>	Contains information about the document
<html></html>	Creates an HTML document – starts and ends a web page
<title></title>	Defines a title for the document
<!-- -->	Comment
Text Tags	
Tag	Description
	Creates the largest heading
	Creates the smallest heading
	Creates bold text
<i></i>	Creates italic text
	Sets size of font, from "1" to "7"
	Sets font colour
	Sets font type
Link Tags	
Tag	Description
	Creates a hyperlink
	Creates an image link
	Creates a target location
	Links to a target location created somewhere else in the document
Formatting Tags	
Tag	Description
	Creates a new paragraph
<p align="left">	Aligns a paragraph to the "left" (default), can also be "right", or "centre"
 	Inserts a line break
	Creates a numbered list
<ol type="A","a","I","i","1">	Defines the type of numbering used
	Creates a bulleted list
<ul type="disc","square","circle">	Defines the type of bullets used

Formatting Tags continued	
Tag	Description
	Inserted before each list item, and adds a number or symbol depending upon the type of list selected
	Adds an image
	Aligns an image: can also be "right", "centre", "bottom", "top", "middle"
	Sets size of border around an image
	Sets the height and width of an image
	Displays alternative text when the mouse hovers over the image or when the image is not found
	Inserts a horizontal line
<hr size="3"/>	Sets size (height) of line
<hr width="80%"/>	Sets width of line, in percentage or absolute value
<hr color="ff0000"/>	Sets the colour of the line
Table Tags	
Tag	Description
<table></table>	Creates a table
<tr></tr>	Creates a row in a table
<td></td>	Creates a cell in a table
<th></th>	Creates a table header (a cell with bold, centred text)
<table width="50">	Sets the width of the table
<table border="1">	Sets the width of the border around the table cells
<table cellpadding="1">	Sets the space between the table cells
<table cellspacing="1">	Sets the space between a cell border and its contents
<tr align="left">	Sets the alignment for cell(s) (can also be "centre" or "right")
<tr valign="top">	Sets the vertical alignment for cell(s) (can also be "middle" or "bottom")
<td colspan="2">	Sets the number of columns a cell should span
<td rowspan="4">	Sets the number of rows a cell should span

INPUT MASK CHARACTER SHEET

CHARACTER	DESCRIPTION
0	Digit (0 to 9, entry required, plus [+] and minus [-] signs not allowed)
9	Digit or space (entry not required, plus [+] and minus [-] signs not allowed)
#	Digit or space (entry not required; spaces are displayed as blanks while in Edit mode, but blanks are removed when data is saved; plus [+] and minus [-] signs allowed)
L	Letter (A to Z, entry required)
?	Letter (A to Z, entry optional)
A	Letter or digit (entry required)
a	Letter or digit (entry optional)
&	Any character or a space (entry required)
C	Any character or a space (entry optional)
.,:;- /	Decimal placeholder and thousand, date and time separators (The actual character used depends on the settings in the Regional Settings Properties dialog box in the Windows Control Panel.)
<	Causes all characters to be converted to lower case
>	Causes all characters to be converted to upper case
!	Causes the input mask to display from right to left, rather than from left to right. Characters typed into the mask always fill it from left
\	Causes the character that follows to be displayed as the literal character (for example, \A is displayed as just A)

COMPUTER APPLICATIONS TECHNOLOGY P1 – SEPTEMBER 2024									
INFORMATION SHEET <i>(to be completed by the candidate AFTER the 3-hour session)</i>									
SCHOOL:									
NAME:									
WORK STATION NUMBER:									
SUITE USED (Mark appropriate box with a cross (X))			Microsoft Office 2013	Microsoft Office 2016	Microsoft Office 2019	Office 365			
WEB BROWSER USED (QUESTION 6) (Mark appropriate box with a cross (X))			Mozilla Firefox	Google Chrome	Internet Explorer (Edge)	Other (Specify)			
FOLDER NAME:									
<i>Tick if saved and/or attempted.</i>									
Question Number	File name	Saved (✓)	Attempted (✓)	Maximum mark	Maximum achieved	Marker	HOD	Cluster	EM
1	Q1_Overview			36					
2	Q2_Application			13					
3	Q3_IDplayer			27					
4	Q4_Players			16					
5	Q5_GameStats			34					
6	Q6_1Esport Q6_2Ranking			13					
7	Q7_Cardtype Q7_Data Q7_Mergeletter Q7Merged			11					
TOTAL:				150					
Comment (for marker use only)									



Province of the
EASTERN CAPE
EDUCATION

Iphondo leMpuma Kapa: Isebe leMfundo
Provinsie van die Oos Kaap: Departement van Onderwys
Porafensie Ya Kapa Botjhabela: Lefapha la Thuto

NATIONAL SENIOR CERTIFICATE

GRADE 12

SEPTEMBER 2024

COMPUTER APPLICATIONS TECHNOLOGY P1 MARKING GUIDELINE

NAME OF CANDIDATE: _____

GRADE: _____

SIGNATURE OF EDUCATOR: _____

QUESTION	Q1	Q2	Q3	Q4	Q5	Q6	Q7	TOTAL
POSSIBLE MARKS	36	13	27	16	34	13	11	150
CANDIDATE'S MARK								
MODERATED MARK								

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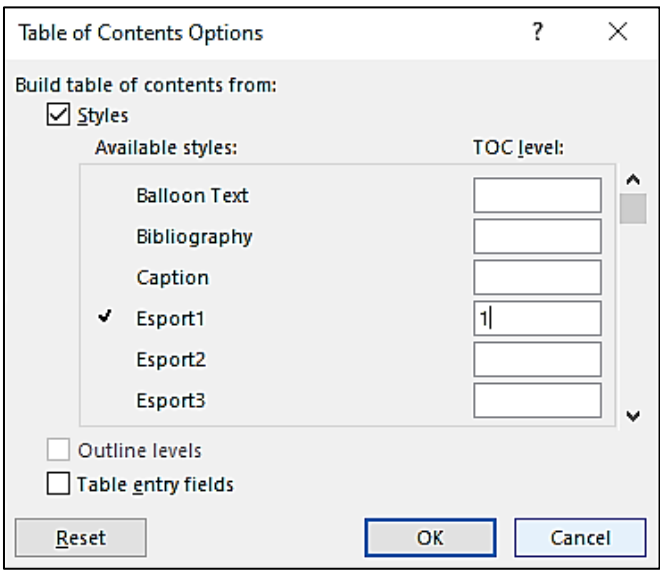
[TestpapersPro.co.za](https://testpaperspro.co.za)

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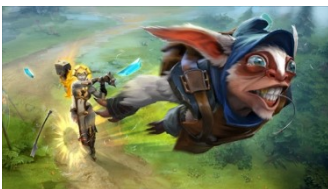
QUESTION 1

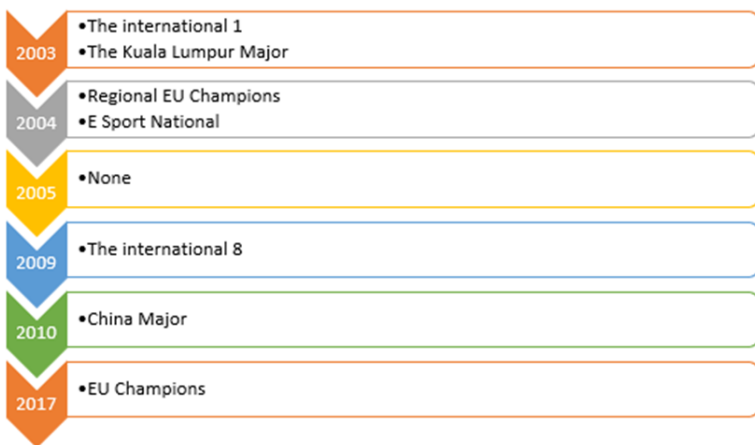
File Name: Q1_Overview

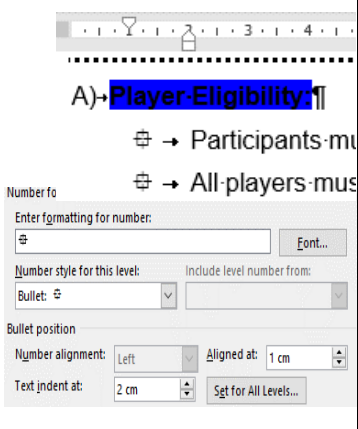
Total Q1: 36

No.	Criteria	Maximum Mark		Candidate Mark
1.1	Text: LET THE GAMES BEGIN - All caps font effect applied ✓ (Do not accept font changed to uppercase.) - Outer offset bottom right shadow text effect applied ✓	1	1	2
1.2	Table of content: Style Esport1 used in Table of content. ✓  - Table of content formal style ✓ - Solid line for page number ✓ - Esport1 Style applied to multiplayer ✓ - Page break/next page section break inserted before Dota 2 so that page number reflects page 3 ✓ <pre> DOTA 2 _____ 3 MULTIPLAYER _____ 5 DEVELOPMENT _____ 5 { TOC \H \Z \T "ESPORT1,1" } </pre>	1	1	5
		1	1	

1.3.1	First row of the table: <table><tr><th colspan="6">Top 10 Dota 2 Teams in the world.</th></tr><tr><th>No</th><th>Logo</th><th>Team</th><th>Net worth</th><th>Rating</th><th>Last Played</th></tr><tr><td>1</td><td></td><td>Team Spirit</td><td>602032</td><td>1493</td><td>1months ago</td></tr></table> - Row added above the table ✓ - All cells merged ✓ - Heading Top Dota 2 Teams in the world moved (not copied) into merged cell and centre aligned ✓	Top 10 Dota 2 Teams in the world.						No	Logo	Team	Net worth	Rating	Last Played	1		Team Spirit	602032	1493	1months ago	1		3	
Top 10 Dota 2 Teams in the world.																							
No	Logo	Team	Net worth	Rating	Last Played																		
1		Team Spirit	602032	1493	1months ago																		
					1																		
					1																		
1.3.2	Last row of the table: <table><tr><td>Average Net Worth</td><td>431785.7</td><td></td><td></td></tr></table> - Border inserted Thin inside line, thick outside line ✓ (Note to marker: Must be thin inside and thick outside right around.) - Formula = Average (Above) ✓	Average Net Worth	431785.7			1		2															
Average Net Worth	431785.7																						
				1																			
1.4	Columns: - Two columns with a line in between ✓ (Must do both to get 1 mark.) - Inserted a column break before the heading “Each” ✓ Dota 2 is a 2013 multiplayer online battle arena (MOBA) video game by Valve. The game is a sequel to Defense of the Ancients (DotA), a community-created mod for Blizzard Entertainment's Warcraft III: Reign of Chaos. Dota 2 is played in matches between two teams of five players, with each team occupying and defending their own separate base on the map. Each of the ten players independently controls a powerful character known as a "hero" that all have unique abilities and differing styles of play. During a match player collect experience points and items for their heroes to defeat the opposing team's heroes in player versus player combat. A team wins by being the first to destroy the other team's "Ancient", a large structure located within their base.	1		2																			
					1																		
1.5	Footnote to endnote: Steam under the heading development - Footnote converted to endnote ✓ - Number format set to A, B, C, ... ✓	1		2																			
					1																		
1.6	Citation: Citation under the heading international inserted ✓ most lucrative esports (Gwabeni, 2022). (Note to marker: Must be the source Gwabeni, 2022.)	1		1																			

1.7	Picture: Picture under the heading Carry Reset ✓  (Note to marker: no mark if the picture AND size is reset.)	1		1																	
1.8	Index: Highlight remove from the index ✓ Original: Present on the map are "neutral creeps{xE "creeps"}" that are hostile to both teams, Correct: Present on the map are "neutral creeps{xE "creeps"}" that are hostile to both teams, (Note to marker: Update index and see if highlight is still removed; learner must remove highlight in document not on the index itself.)	1		1																	
1.9	Index sub entry: - WarcraftIII subentry Blizzard added (Ignore spelling) ✓ Warcraft-III{xE "WarcraftIII:Blizzard"}- - Index update on the last page. ✓ Index <table><tr><td></td><td>C</td><td></td><td>M</td></tr><tr><td>creeps, 8</td><td></td><td>map, 8</td><td></td></tr><tr><td></td><td>D</td><td></td><td>W</td></tr><tr><td>Dota 2, 10</td><td></td><td>WarcraftIII Blizzard, 9</td><td></td></tr></table>		C		M	creeps, 8		map, 8			D		W	Dota 2, 10		WarcraftIII Blizzard, 9		1		2	
	C		M																		
creeps, 8		map, 8																			
	D		W																		
Dota 2, 10		WarcraftIII Blizzard, 9																			
		1																			

1.10	Find and Replace: - Replaced all the IceFrog words with Gabe ✓ - Gabe format Red underline ✓ and Bold ✓ - Match Case ✓ (Page 9 Below the heading Development.) (4 Words replaced.) (7 Words if match case was not selected.) and the holding company DotA-Allstars, LLC. When Feak retired from DotA: Allstars in 2005, a fellow website user under the pseudonym <u>Gabe</u>, became its lead designer. By the late 2000s, <u>Icefrog</u> Defense of the Ancients became one of the most popular mods worldwide, as well as a prominent esports game. <u>Gabe</u> and Mescon later had a falling out in May 2009, which prompted the former to establish a new community website at playdota.com. Valve's interest in the <u>Icefrog</u> Dota intellectual property began when several veteran employees, including Team Fortress 2 designer Robin Walker and executive Erik Johnson, became fans of the mod and wanted <u>Icefrog</u> to build a modern sequel. The company corresponded with <u>Gabe</u> by email about his long-term plans for the project, and he was subsequently hired to design a sequel. <u>Gabe</u> announced his new position through his blog in October 2009, with Dota 2 being announced a year later.	1		4	
		1			
		1			
		1			
1.11	Caption: - New caption Label Hero created and added to the correct picture ✓ - Caption read as follows: Crystal Maiden ✓ - Updated in the table of figures on page 2/3 ✓ Hero 1 Carry _____ Hero 2 Crystal maiden _____ Hero 3 Bristle Back _____	1		3	
		1			
		1			
1.12.1	Smart Art: The None bullet is added to 2005 by adding the text below it and demoting it to the correct level. ✓	1		1	
1.12.2	Any colourful style applied ✓ 	1		1	

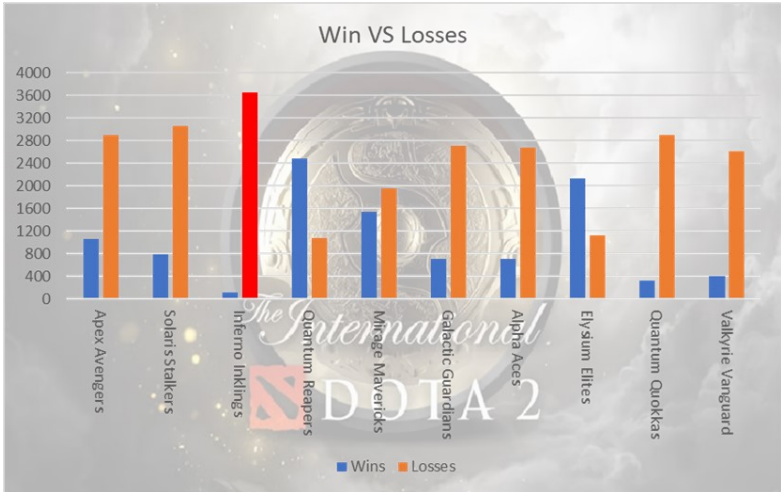
1.13	Multiple level list: • Level 1 A) ✓ • (Note to marker: Must have ') in order to get this mark.) • Level 2 Bullet windings character code 176 ✓ • 2nd bullet aligned at 1cm ✓ • 2nd bullet 2 cm hanging indent ✓ 	1		4	
		1			
		1			
		1			
1.14	Source: • Film source added ✓ • Content added correctly ✓ Gwabeni, Z. (2022). <i>Dota 2 TI 8</i>. Retrieved from Dota 2 : www.dota.co.za Miles, J. (Director). (2009). <i>T8</i> [Motion Picture]. Wiliams, W. (2023). Dota 2: The international. <i>ESPORT</i>.	1		2	
		1			
	Total for QUESTION 1			[36]	

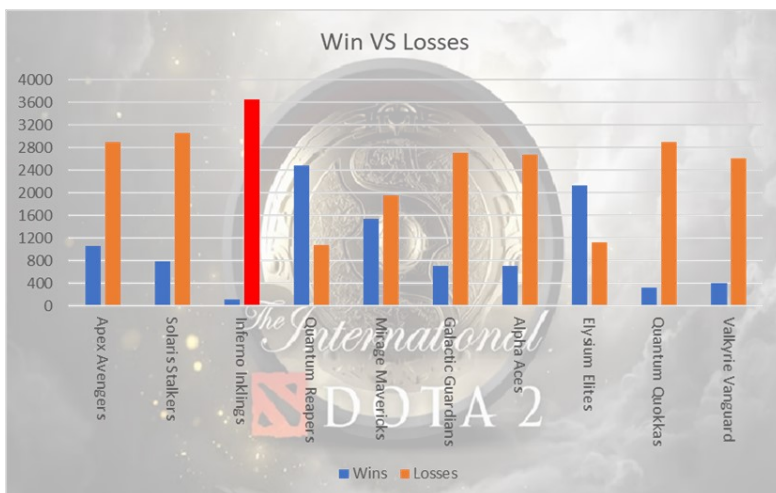
QUESTION 3

File Name: Q3_IDplayer

Total Q3: 27

No	Criteria	Maximum Mark			Candidate Mark
Q3_IDplayer					
Players Worksheet					
3.1	Column A: Autofill column A 1 to 50 ✓	1		1	
3.2	Merged Cell: Merged cell includes row 3 ✓ (Merged A1:P3)	1		1	
3.3	Cell D4: =MAX(D8:D57) ✓ OR =LARGE(D8:D57,1) Expected answer: 3961	1		1	
3.4	Cell G4: =COUNTIFS(H8:H57,">1000",I8:I57,"<=2000") - Countifs ✓ - Range 1: H8:H57 ✓ - Criteria 1: ">1000" ✓ - Range 2: I8:I57 ✓ - Criteria 2: "<=2000" ✓ Expected answer: 16	1		5	
		1			
		1			
		1			
		1			
3.5	Cell 08: =IF(M8<"20/01/01",IF(E8>=2000,IF(F8<1500,"Yes","", ""),""), "") =IF(M8<DATE(2020,1,1),IF(E8>=2000,IF(F8<1500,"Yes","", ""),""), "") =IF(AND(M8<DATE(2020,01,01),E8>=2000,F8<1500),"Yes", "") 1st Condition ✓ 2nd Condition ✓ 3rd Condition ✓ - If true Yes ✓ - If false blank "" ✓ - Used nested if as a AND or Used the AND function ✓	1		6	
		1			
		1			
		1			
		1			
		1			
3.6	Cell P8: - Column index number changed from 3 to 2 ✓ - False Changed to True or removed ✓ - Sort Lookup Table from small to large according to column A ✓	1		3	
		1			
		1			

Travel worksheet					
3.7	Cell E4: =IF(C4="Yes",D4+\$D\$2,D4) =IF(C4="No",D4,D4+\$D\$2) • C4="Yes" ✓ • True: D4+\$D\$2 ✓ • Absolute Cell reference ✓ • False: D4 ✓	1		4	
		1			
		1			
		1			
Graph Worksheet					
3.8	Graph: • Heading Win vs Losses added ✓ • Vertical (Value) Axis: major units changed to 400.0 ✓ • Fill the highest data label with a red colour ✓ • Q3Chart Picture inserted in the chart area ✓ • 70% Transparency applied to the picture ✓ • Horizontal axis rotated to “Rotate all text 90°” ✓	1		6	
		1			
		1			
		1			
		1			
		1			
					
Total for QUESTION 3				[27]	



QUESTION 4

File Name: Excel: Q4_Players

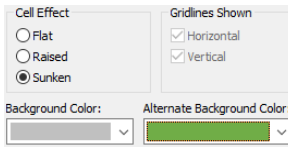
Total Q4: 16

No.	Criteria	Maximum Mark	Candidate Mark
Q4_Players			
Ranking Worksheet			
4.1	File Header: Ranking Worksheet Filename inserted in the centre of the header ✓ Field: &[File] Output: Q4_Players	1	1
4.2	Conditional Formatting: - Applied to range A4:A26 ✓ - Formula: D4<=5 ✓ Or =\$D4<=5 Or =\$D4:\$D26<=5 Or =\$D4:\$D26<6 Or =\$D4<6 - Absolute cell reference removed, i.e. NOT \$D\$4 ✓ - Colour fill blue ✓	1 1 1 1	4
4.3	Cell E3: =CONCATENATE(MID(A4, FIND(" ", A4)+1, 1), MID(B4, 2, 1), C4) - CONCATENATE ✓ (No mark for &) - MID and A4 ✓ - Find the space ✓ - A4 + 1 ✓ (both for 1 mark) 1st Character of the surname ✓ - MID(B4) ✓ 2nd Character of ID number ✓ - C4 ✓ (Pro or Amateur) Check for building blocks.	1 1 1 1 1 1 1	8
4.4	Details worksheet: - Untick locked for cells B2:B4 ✓ - Sheet protected ✓ (Note to marker: no password added. If password added, learner loses second mark)	1 1	2
4.5	Renamed sheet1 to Game ✓	1	1
Total for QUESTION 4			[16]

QUESTION 5

File Name: Q5_GameStats

Total Q5: 34

No.	Criteria	Maximum Mark	Candidate Mark
5_1Table			
5.1	Table 5_1Table in datasheet view:  - Sunken cell effect ✓ - Alternative back colour green ✓	1	2
5.2.1	Player ID Field: Primary key added to the Player ID field ✓	1	1
5.2.2	PlayerName Field: PlayerName field size 50 ✓	1	1
5.2.3	GamesPlayed Field: - GamesPlayed required field ✓ - Or Validation rule: Is NOT Null	1	1
5.2.4	Distance traveled Field: Validation rule added: - Between 30 ✓ And ✓ 500 ✓ - or ≥ 30 And ≤ 500 - or > 29 And < 501	1	3
5.2.5	Skins Field: - Skins format changed to true/false ✓ (default was yes/no)	1	1
Qry5_3 Query			
5.3	- Totals activated in Design view ✓ - Avg Frequency of logins ✓ - Formatted to 0 decimal places ✓	1	3
Qry5_4 Query			
5.4	AccountAge:(Date()-[Date of account creation])/30 Or AccountAge: (Date()-[Date of account creation])/365.25*12 - Calculated field called AccountAge Added. ✓ - Date() ✓ - Subtraced and used [Date of account creation]. ✓ - Correct use of brackets ✓ /30 ✓ Or /365.25*12.	1	5

Qry5_5 Query																																																																																
5.5	>30000 on the followers column ✓ - Display only the username ✓ - Sort username in decending order ✓ [Experience]< [Score] ✓ on correct fields ✓ <table><tr><td>Field:</td><td>Username</td><td>Experience</td><td>Score</td><td>Followers</td></tr><tr><td>Table:</td><td>INFO</td><td>INFO</td><td>INFO</td><td>INFO</td></tr><tr><td>Sort:</td><td>Descending</td><td></td><td></td><td></td></tr><tr><td>Show:</td><td>☒</td><td>☐</td><td>☐</td><td>☐</td></tr><tr><td>Criteria:</td><td></td><td>< [Score]</td><td></td><td>> 30000</td></tr></table> OR <table><tr><td>Field:</td><td>Username</td><td>Experience</td><td>Score</td><td>Followers</td></tr><tr><td>Table:</td><td>INFO</td><td>INFO</td><td>INFO</td><td>INFO</td></tr><tr><td>Sort:</td><td>Descending</td><td></td><td></td><td></td></tr><tr><td>Show:</td><td>☒</td><td>☐</td><td>☐</td><td>☐</td></tr><tr><td>Criteria:</td><td></td><td></td><td>> [Experience]</td><td>> 30000</td></tr></table> OR <table><tr><td>Field:</td><td>Username</td><td>Experience</td><td>Score</td><td>Followers</td></tr><tr><td>Table:</td><td>INFO</td><td>INFO</td><td>INFO</td><td>INFO</td></tr><tr><td>Sort:</td><td>Descending</td><td></td><td></td><td></td></tr><tr><td>Show:</td><td>☒</td><td>☐</td><td>☐</td><td>☐</td></tr><tr><td>Criteria:</td><td></td><td>[Experience]<[Score]</td><td></td><td>> 30000</td></tr></table>	Field:	Username	Experience	Score	Followers	Table:	INFO	INFO	INFO	INFO	Sort:	Descending				Show:	☒	☐	☐	☐	Criteria:		< [Score]		> 30000	Field:	Username	Experience	Score	Followers	Table:	INFO	INFO	INFO	INFO	Sort:	Descending				Show:	☒	☐	☐	☐	Criteria:			> [Experience]	> 30000	Field:	Username	Experience	Score	Followers	Table:	INFO	INFO	INFO	INFO	Sort:	Descending				Show:	☒	☐	☐	☐	Criteria:		[Experience]<[Score]		> 30000	1		5	
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		Table:	INFO	INFO	INFO	INFO																																																																										
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Frm5_6 Form																																																																																
5.6	- Geographic location text box changed to a combo box ✓ - Q5_6 table used as row source ✓ - Button inserted ✓ - Operation to close the form ✓ - Used 5_6Close picture for button ✓ <table><tr><td colspan="2">Geographic location</td></tr><tr><td>Format</td><td>Data</td></tr><tr><td>Control Source</td><td>Geographic location</td></tr><tr><td>Row Source</td><td>Q5_6</td></tr><tr><td>Row Source Type</td><td>Table/Query</td></tr></table> Close Navigation Record Operations Form Operations Apply Form Filter Close Form Open Form	Geographic location		Format	Data	Control Source	Geographic location	Row Source	Q5_6	Row Source Type	Table/Query	1		5																																																																		
		Geographic location																																																																														
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Rpt5_7 Report																																																																																
5.7	- Heading changed in the report header to "Total followers per country" and centred across the page ✓ Grouped according to geographical location ✓ Moved the field geographical location to the group header ✓ - Calculated field added to the group footer of geographical location ✓ =Sum ✓ ([Followers]) ✓ - Formatted the field geographical location to any grey background colour ✓	1		7																																																																												
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QUESTION 6

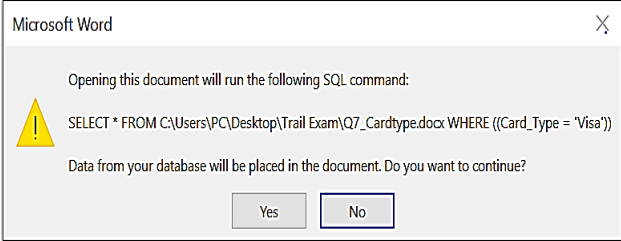
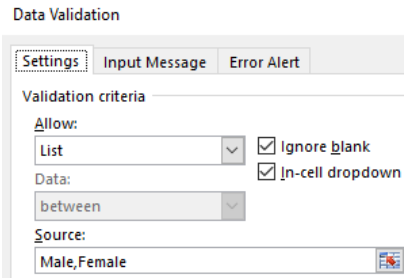
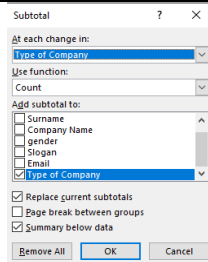
File Name: Q6_1ESport, Q6_2Ranking

Total Q6: 13

No	Criteria	Maximum Mark			Candidate Mark
6.1.1	Tab Name: <code><title> Esport </title></code> • Both <code><title></code> and <code></title></code> added on the correct place ✓	1		1	
6.1.2	Dota 2 TI10 heading: <code><marquee>Dota 2 TI10</marquee> </code> • Added font size of 10 ✓ • Changed colour to color ✓	1		2	
		1			
6.1.3	List of events of 2023 heading: <code></code> • Changed type to face ✓	1		1	
6.1.4	Bullet list: <code><ol type="A">..</code> • Changed the <code></code> to <code></code> and <code></code> to <code></code> ✓ • Type = "A" ✓ • Closing tag of first list item changed from <code></code> to <code></code> ✓	1		3	
		1			
		1			
6.1.5	Name No Tail: <code><td valign = "Middle" align = "center">No Tail</td></code> • <code><td valign = "Middle" ✓</code> • <code>align = "center" ✓>No Tail</td></code>	1		2	
		1			
6.2.1	Team Liquid picture: <code><img src ="Q6PIC/TL.jfif"</code> • TL.png changed to TL.jfif ✓	1		1	
6.2.2	Stats heading: <code><th colspan="4">Stats</th></code> • Colspan = 4 ✓ • Correct position: inserted in the <code><th></code> tag ✓	1		2	
		1			
	Closing tags, nesting done correctly ✓	1		1	
	Total for QUESTION 6			[13]	

QUESTION 7

File Name: Q7_Cardtype, Q7_Data, Q7_MergeLetter Total Q7: 11

No	Criteria	Maximum Mark			Candidate Mark
7.1.1	Q7_MergeLetter: Both track changes accepted ✓	1		1	
7.1.2	Q7_MergeLetter: - Correct source "Q7_CardType.docx" used ✓ - Only the visa card type ✓ - Replaced the name and surname fields ✓  - Merged completed & Saved as Q7Merged ✓ 9 completed letters expected in Q7Merged.	1		4	
		1			
		1			
		1			
7.2.1	Q7_Data file IP worksheet: - Data validation applied to Column E gender ✓ - Only male and female accepted ✓ 	1		2	
		1			
7.2.2	Dup worksheet: All dup removed 50 records left ✓	1		1	
7.2.3	Company worksheet: - At each change in: Type of company ✓ - Use function: Count used ✓ - Add subtotal to: Type of company ✓ 	1		3	
		1			
		1			
	Total for QUESTION 7			[11]	
	TOTAL:			150	