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| **DESIGN [24 MARKS]** |
| **TOPIC** | **BREAKDOWN** | **POSSIBLE****MARK** | **DRAFT 1** | **FINAL DRAFT** | **FINAL****MARK** |
| **Data dictionary for three tables**  | **Produce a table showing fieldname and data type for at least three tables** | **3** |  |  |  |
| **State the format of the data in each table** | **1** |  |  |  |
| **Normalisation****(Diagram or tables showing normalised tables)** | **Show normalised form of tables** | **1** |  |  |  |
| **Identify primary key and foreign keys** | **1** |  |  |  |
| **Validation techniques** | **Use a validation technique (eg length, range, input mask, presence check)** | **1** |  |  |  |
| **Use a different validation technique** | **1** |  |  |  |
| **Security/****password protection** | **Show the techniques used - a flowchart or pseudo code or list** | **1** |  |  |  |
| **Design of interface** | **Design of user-friendly, menu driven, front end interface (hand drawn or DTP design)****Note: this is pre-implementation so no screenshots of forms can be counted as design** | **1** |  |  |  |
| **On-screen data entry form and subform****These designs should be hand drawn or DTP design** | **Design of at least two forms** **Note: this is pre-implementation so no screenshots of forms can be counted as design** | **1** |  |  |  |
| **Design of a form with a subform** | **1** |  |  |  |
| **There is an extra mark for the quality of your forms:*** **The names of all fields and sample data should be shown**
* **Any special features on the form**
* **How it matches house style**
 | **1** |  |  |  |

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| **TOPIC** | **BREAKDOWN** | **POSSIBLE****MARK** | **DRAFT 1** | **FINAL DRAFT** | **FINAL****MARK** |
| **Design of six types of query****There must be six separate queries for six distinctive reasons****You cannot double up by saying a single query using a parameter counts as two marks** | **Create two single table queries - each must have realistic reasons for each query, not just describing what the query does and not just to display certain fields****The fieldname logical operator and search criteria must be clearly shown in the design** | **2** |  |  |  |
| **Create a multiple table query using relational links****Important: if you use these to create the calculated field, you must then produce a separate calculation in the report or form** | **1** |  |  |  |
| **Create a multiple table query using relational links with search criteria****A realistic reason for the search must be stated in the design****The fieldnames, logical operator and criteria must be clearly shown in the design** | **1** |  |  |  |
| **Create a parameter query****You must design the statements they will ask as well as give the reason for the search and the criteria needed for it** | **1** |  |  |  |
| **Create an Append or Delete or Update query****You must identify what the client wants to search and why they want the data** | **1** |  |  |  |
| **Design of report** | **Design of report****There must be a realistic reason why the organisation wants these reports. In addition, you must:*** **clearly display fields and contain reasonable detail**
* **detail the data and the tables or queries needed**
* **allow for suitable original headers and footers**
* **have sorted and grouped data**
 | **1** |  |  |  |
| **TOPIC** | **BREAKDOWN** | **POSSIBLE****MARK** | **DRAFT 1** | **FINAL DRAFT** | **FINAL****MARK** |
| **Design of calculation in report** | Design of a calculation, totals or statistical field | **1** |  |  |  |
| **Individual programming code** | **Create at least two simple Visual Basic code procedures****Code, pseudo code or flowcharts are acceptable methods of design****Examples could be:*** **code for own validation procedures**
* **toggle buttons to hide data**
* **username and password routine code**
* **own calculations routines written in Visual Basic and different from others in this section**

**These procedures must not be macros** **They must not be too simple, eg using =Now() in a text box** | **2** |  |  |  |
| **Calculation in a form or query** | **Design at least one calculation in a query or a form** | **1** |  |  |  |