Cambridge IGCSE™

INFORMATION AND COMMUNICATION TECHNOLOGY	**0417/21**
Paper 2 Document Production, Databases and Presentations	**May/June 2025**
MARK SCHEME	
Maximum Mark: 70	

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Published

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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.

Cambridge International is publishing the mark schemes for the May/June 2025 series for most Cambridge IGCSE, Cambridge International A and AS Level components, and some Cambridge O Level components.

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 descriptions 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.

Task 2 – Document Production

Question	Answer	Marks
1	File saved as **ExamGuide**, correct with evidence of file type	**1**
2		**3**
	Header – automated page numbers centre aligned	1
	Footer – text **Produced by:** entered accurately in footer	1
	Footer – **[space]** name, centre number, candidate number. same line, right aligned	1
3		**2**
	Section break – applied to correct text	1
	2 columns, 2 cm column spacing	1
4		**3**
	Bullets applied to correct text	1
	Bullets indented 2.5 cm from left margin	1
	Bullets – single line spacing, 0 pt before and after, 6 point space after last item	1
5	Table located, *Business Unit 1* row and contents deleted, table complete and intact	**1**
6	Table data sorted in ascending order of *Exam Date* with integrity maintained	**1**
7		**2**
	3–4 pt external black borders applied	1
	0.5 pt internal gridlines applied to all cells	1

Question	Answer	Marks
8		**3**
	Row 1 merged across four cells	1
	Row 1 cell contents centred vertically and horizontally	1
	Row 1 light grey (20–40%) background fill	1
9	*EX-table* style to rows 2 to 12 only	**1**
10		**2**
	All table text in each row displays on one line	1
	Table borders and all data fit within the column width, 6 pt space below table	1
11		**2**
	EX-subhead style created, named correctly, based on normal/default	1
	EX-subhead – sans-serif 18pt, centred, bold, underline, single line, 0pt before and after	1
12	EX-subhead style applied to 4 subheads, matches style defined in Step 11	**1**
13		**2**
	Evidence of correct source text linked	1
	link set to open file j2521results.rtf	1
14	Document spell checked and proofread – layout consistent and paragraphs intact	**1**

Task 3 – Database

Question	Answer	Marks
15		**4**
	Learners table – (10) field names and data types as given	1
	Learners table – *Learner_no* set as primary key	1
	Online_application field displays Yes/No	1
	DOB field displays date format dd-MMM-yy	1
16	Access table – (4) field names and data types as given, *AA_code* set as primary key	**1**
17		**2**
	Class table – (7) field names and data types as given	1
	Primary key set on *Class_ref* field	1
18	1-to-Many relationship *AA_code* (access) and *AA_code* (learners) 1-to-Many relationship classes table primary key and *Class_code* (learners)	**1**
19		**2**
	New record entered once – 100 % accurate – *10218427	Emma	Norris	10/07/2009	Female	4R	No*	1
	New record does not replace record 10055514, Melissa Meyer	1

Question	Answer	Marks
20		**10**
	Name, centre number, candidate number in footer, appears on every page	1
	Report title – **Access arrangements to be scheduled** top of page, 100 % accurate	1
	Select records (42) –*Gender* is **Female**	1
	Access_arrangement contains **time**	1
	Sort ascending on *Access_arrangement* and descending on *Year_group*	1
	Calculation label **DOB of youngest student** 100 % accurate, left of calculation, fully visible, end of report only	1
	Specified fields (9), correct order, headings match data	1
	Report fits a single page wide, all fields present, no truncation	1
	Landscape, tabular layout, prints on two pages	1
	Screenshot evidence - database formula to find most recent DOB (=Max)	1

Question	Answer	Marks
21		**10**
	Name, centre and candidate number bottom left of each label	1
	Top 2 lines centre aligned,14 pt with bold enhancement	1
	Formatting applied to top 2 lines of data only	1
	Sort records in descending order of *Learner_no*	1
	7 correct fields in correct position	1
	All fields present, correct punctuation and spacing, min 1 space between fields/punctuation, label data not truncated	1
	Label rows 3–5 left aligned left consistently	1
	Select records (13): *AA_code* is **AA01** *Class_code* contains **5** or **6**	1 1
	Labels printed, A4 portrait, 2 cols × 4 rows, 8 labels to fill page	1

Task 4 – Printing the Evidence Document

Task 5 – Presentation

Question	Answer	Marks
22	Presentation complete – slides imported (6), consistent title/bullet layout, no blank slides, no text changed	**1**
23		**2**
	Header – name, centre number, candidate number top centre, consistent position	1
	Footer – automated slide numbers bottom left, consistent position	1
24	Slide 1 changed to title layout, title larger than subtitle, centred – middle of slide, no bullet	**1**
25	Slide 3 (*Look after yourself*) moved to become last slide in the presentation	**1**
26	Image inserted on correct slide, left of bullets	**1**
27	Image rotated 180°, aspect ratio maintained	**1**
28		**2**
	Vertical bar chart created using correct data	1
	Year labels on category axis, no legend	1
29	Chart title *Increase in mobile phone offences* – 100% accurate	**1**
30	Data values only displayed along the top of each bar	**1**
31		**2**
	Value axis displays minimum 0, maximum 2100	1
	Value axis displays increments of 300	1

Question	Answer	Marks
32	Chart on correct slide, right of bullets, chart data fully visible, no overlap/split words	**1**
33	All slides printed, portrait orientation, 2 slides to page, each filling half page	**1**