

## TMA 01

This tutor-marked assignment (**TM111 TMA 01**) must be submitted by 12 noon (UK local time) on **22 May 2025**.

This module requires all assignments to be submitted electronically. To submit an assignment, please follow the link(s) from your StudentHome page to the online TMA/EMA service.

If you foresee any difficulty with submitting your assignment on time, you should contact your tutor well in advance of the cut-off date.

### Important – help with assignment questions

You should read the *TM111 Assessment guide* in the Assessment section of the TM111 website before answering the questions here.

All written answers must be submitted in a word-processor document compatible with Microsoft Word, that is, with one of the following file extensions: .doc, .docx or .rtf. See the section on [‘What to submit for TMAs’](#) in the *TM111 Assessment guide*.

If you need further guidance on any assignment questions, please ask your tutor, who will be happy to help.

You must provide a **word count** for each question or question part where a limit is specified.

### Using tutor feedback

When your assignment is returned, take time to read the feedback in your submission. It is intended to guide you for future assignments and to address any misunderstandings.

When your assignment is returned, take time to read the feedback in your submission. Feedback is provided on the PT3 document and within your submitted TMA document – it is important to check both. The feedback will help you to understand where you could have improved your answers which will help you in subsequent assignments.

## Question 1 (10 marks)

- a. In Part 1 and Part 2 of Block 1, we recommended that you take notes. Write a few sentences describing how you take notes on TM111, including how you organise and store them.

*The word limit for Question 1(a) is 70 words.*

**(5 marks)**

- b. In [Activity 2.6](#) of Part 2, you were asked to post an image of the computer that you use for your TM111 studies, or of one that you would like to use for your TM111 studies, to OpenStudio. You should also have commented on the image as detailed in the activity.

Copy the link to the slot containing your image in OpenStudio into your TMA document.

**(5 marks)**

## Question 2 (20 marks)

In Part 3, you used Audacity to produce audio files. Your main task for Question 2 is to produce a 30-second MP3 audio file in Audacity. Use the following steps to create your submission:

- a. In Activity 1.12 of Part 1, you explored library resources on digital identity. Using your own words, write a short script of around 50 words, briefly explaining why it is important to keep control of your online reputation. Hint: Think about how you might explain this to a prospective TM111 student.

Copy your script into your TMA document.

*The word limit for Question 2(a) is 60 words.*

**(5 marks)**

- b. Using Audacity, record your script being read aloud by you or someone else if you prefer.

The reader should try to speak clearly, and the recording should last only about 20 seconds. You may like to do a timed practice and adjust your script if necessary.

**(5 marks)**

- c. In the same Audacity file, add a 30-second section of recorded music as a separate track, which complements your voice recording. You may take this from the [TM111 Media Database](#), or you may use some other recording. Move your voice recording so that it starts 5 seconds after the music starts.

**(5 marks)**

- d. Create an envelope for the music so that the volume of the music is reduced during the voice track. (You carried out a similar activity in Activity 3.16 of Part 3.) Take a screenshot showing the two tracks, and insert it into your TMA document.

Save your audio file as an MP3 file.

**(5 marks)**

### What you should submit for Question 2

Make sure your TMA document includes a copy of the script you used.

Insert a screenshot showing the two tracks into your TMA document. Information on taking screenshots is available in the *TM111 Assessment guide*. Your screenshot should show the area of interest rather than the whole screen.

Include the **MP3** version of your audio file in your TMA zip file.

## Question 3 (30 marks)

This question is based on your work for Part 4.

Stella Blanc offer cruises on their fleet of luxury liners. Each cruise starts on the first Saturday of the month and lasts for two weeks.

The company is planning to upgrade their computer systems and to modernise their database, as it was first designed as a flat database.

Table 1 is a section of the current database, which shows some of the customers and the cruises they booked last year. Note that some ships sail several times each year.

Forename	Surname	Ship	Month	Ship	Month	Ship	Month
Margaret	Chen	Laurentic	January	Delphic	February	Oceanic	October
Kofi	Kayiga	Britannic	January	Britannic	March		
Barrington	Watson	Oceanic	March				
Ebony	Patterson	Albertic	May				
Leonard	Chen	Laurentic	January	Delphic	February	Britannic	March
Guy	Harvey	Homeric	September				
Armet	Francis	Delphic	June	Britannic	December		

- a. Identify two entities in Table 1 for which information can be stored. Briefly explain why these two items make suitable entities.

*The word limit for Question 3(a) is 60 words.*

**(6 marks)**

- b. Create an entity table for each of the entities you identified in part (a), including relevant data taken from Table 1 for each entity. Ensure that you name each entity table and name every column in each table.

You will need to add a key column to each entity table. Explain the purpose of this key and why the data currently available is not appropriate to use as keys.

*The word limit for Question 3(b) is 120 words.*

**(10 marks)**

- c. Create a joining table that lists each relationship between the two entities that you have identified.

**(4 marks)**

- d. Flat databases such as that shown in Table 1 have their limitations. Explain two reasons why a flat database is less effective than a relational database. Use two examples from Table 1 to illustrate your explanation.

*The word limit for Question 3(d) is 150 words.*

**(10 marks)**

## Question 4 (20 marks)

In Part 5, you developed web pages using Open Sites. For this question, you will create a web page which provides an explanation of XML and an example of its use.

The audience for this web page is prospective TM111 students (so imagine yourself as you were before the module started).

You should give your web page the following name: MyPI-TMA 01, where 'MyPI' is your personal identifier (PI). For example, if your PI is A1234567, your web page should be named A1234567-TMA 01. Alternatively, you may use your OUCU instead of your PI.

Your completed web page should include the following elements:

- a. Your written description of what XML is and how it is used, as discussed in Block 1 Section 5.6. You might do this by mentioning the structure and purpose of the format and discussing example usages.

*The word limit for Question 4(a) is 150 words.*

**(8 marks)**

- b. **One still image**, which supports your explanation. You may use an image from either the TM111 Media Database or take one from the Britannica ImageQuest database. Alternatively, you may use an image of your own or one from the web that is copyright-free.

Do not use an image from the module materials.

**(5 marks)**

- c. A variety of HTML styles to make an attractive web page.

**(4 marks)**

- d. Three further marks are for:

- including a heading for the page (placed at the top of the page) and your name (placed under the heading)
- an acknowledgement or reference for the image you have used (this should be placed at the bottom of the page below the written explanation)
- including a link to your Open Sites web page, and a screenshot of it, in your TMA document.

**(3 marks)**

### What you should submit for Question 4

Copy and paste your written explanation of XML and its use into your TMA document.

Take a screenshot of your web page and insert it into your TMA document. The screenshot should clearly show all the web page elements: the heading, your name, the written explanation, the image and the acknowledgment.

Copy the link to your Open Sites web page and insert it into your TMA document.

### Other points

Do not spend time adding additional features to your web page: these will not gain you extra marks.

Make sure you do not infringe any copyrights.

Use 'Open Sites Help' if you get into difficulties. You can also post questions on the Tech Help forum.

You should not make any changes to your web page after the cut-off date: doing so will result in a penalty being applied.

**Your tutor will not be able to mark your web page unless you include a screenshot of it and the web link for the page in your TMA document.**

## Question 5 (20 marks)

This question assesses your work for Part 6.

- a. Imagine the following scenario:

You are a member of a group within the Enable Centre that works with elderly service users supporting them in a variety of tasks. Because of conditions such as arthritis and rheumatism, many of these people have limited dexterity or poor motor skills: they have difficulty with detailed mouse movements and may have problems holding down multiple keyboard keys at the same time. Some people want help in reading their email, some want to make use of online services, while others simply want someone to talk to over a cup of tea. The number of volunteers has been growing and your group wants to advertise its work more widely to reach those who need support. You have discovered a funding body that gives out grants for website support for organisations like yours, and your group wants to apply for funding to develop a website.

You notice that there are two special criteria to qualify for the funding: the design should pay attention to the **usability** of the website and **accessibility** is expected to be an important feature. The members of the group don't understand what to make of these criteria so they turn to you for help. You agree to prepare a short presentation for the next meeting.

In your own words, and using no more than 300 words, write a short report:

- to explain what is meant by a user-centred approach to design
- to provide one example of an activity that members of the group can undertake to help them evaluate the usability of the website's design
- to explain what is meant by accessibility
- to provide one example of how you can overcome an accessibility issue for these users of the new website. You should refer to the established principles for accessibility discussed in Section 6.5.2. (Note: you only need to provide one example, and how it can be overcome with one of the principles.)

**(10 marks)**

- b. This question is based on work you have already completed in Section 6.6 Employability, which is online.

In [Activity 6.20](#), you completed your 'Personal development plan (PDP) self-evaluation'.

Include a copy of your completed PDP self-evaluation form in your TMA 01 zip file.

**(10 marks)**

## What to include in your zip file for TMA 01

The online TMA/EMA service will accept only one file, so you must compress all your files into one .zip file. For guidance, see the section on [Compressing files](#) in the *TM111 Assessment guide*.

- Your TMA in either .doc, .docx or .rtf format.
- The MP3 audio file you produced in Question 2.
- Your completed PDP self-evaluation form.

Compress all the files into one .zip file and submit it through the online TMA/EMA service. Please note that only files with .zip extensions are acceptable.

### Notes

If you're using the PDF version of this TMA, please remember that the formatting is very basic. As a result, you will need to use the online version to see formatting more clearly and to access any links and image descriptions. For further information about policy, procedure and general submission of assignments, please refer to the [TMA and iCMA Policy](#), which can also be accessed via your StudentHome page.

## TMA 01 Checklist

Have I...	Yes	No, what should I do?
read the <i>TM111 Assessment guide</i> ?		This is on the Assessment tab of the module website, where you accessed the TMA.
read the guidance notes for this assignment?		Questions 2 and 4 have specific notes. There are also general notes at the beginning and end of the TMA.
shown a word count for questions with a word limit?		Check the word count for your answer and include it below the answer. Headings and words in tables are excluded from word counts.
written in my own words?		Check that you have not copied from the module materials or external resources.
included informative screenshots?		Make sure that your screenshots clearly show the information required by the question. This might mean cropping the image to get rid of unnecessary blank space around the area of interest.
included the necessary files in the zip file?		Check the 'What to include in your zip file' section.