

Unit 3 What Should be in a finished folder

Firstly add your Name centre number 48219 and candidate number to your work

Your folder should contain;

Task 1 a report into search engine showing searches on Google Bing and hopefully autotrader

Task 2 A report on your searches on the NCAPC database looking for crash star ratings for the cars you selected in task 1

Task 3 A report on using the Access database which cars kill showing how you made two queries and reports. Also the two reports printed off.

Task4 A spreadsheet showing the total cost of ownership for 3 years of your chosen cars Print off the sheets from your spreadsheets in both normal and formula view fit to one page and provide screenshots explaining your formulas. Also include a test plan testing your spreadsheet.

Task5 A final report using the information from the first four task with a sources list at the end.

Task 6 an evaluation of your methods and performance during the task

Task 7 A report Talking about how information is used and how people who can't use this information are affected.