

SA's Leading Past Year

Exam Paper Portal



You have Downloaded, yet Another Great Resource to assist you with your Studies 😊

Thank You for Supporting SA Exam Papers

Your Leading Past Year Exam Paper Resource Portal

Visit us @ www.saexampapers.co.za



SA EXAM PAPERS

SA EXAM PAPERS

Proudly South African



education

Department of
Education
FREE STATE PROVINCE

JUNE EXAM 2025

GRADE 12

PAPER 1

MARKING GUIDELINES

MARKS: 150

FINAL MARK	
------------	--

NAME AND SURNAME	
---------------------	--

QUESTION	1	2	3	4	5	6	7	TOTAL
POSSIBLE MARK	24	21	26	14	35	15	15	150
CANDIDATE'S MARK								
MODERATED MARK								

This memorandum/marking guide consists of 10 pages.



SA EXAM PAPERS

QUESTION 1

File name: 1Summer

Total Q1: 24

No	Criteria	Maximum Mark			Learner Mark
1.1	Margins - Margins changed to 2 cm ✓ - Top and bottom margins ✓	1 1		2	
1.2	Cover page - Picture replaced with 1Paris 2024 ✓ - Author changed to candidate's surname and name ✓ - Date format changed to MMMM d, yyyy ✓	1 1 1		3	
1.3	Table of contents - Automatic table of contents inserted on second page ✓ - Classic format ✓ - Any tab leader applied ✓	1 1 1		3	
1.4	'Paris' style - Font size 20 pt ✓ - Font colour red ✓ - Shadow border applied ✓ - Automatically updated ✓	1 1 1 1		4	
1.5	Hyphenation Hyphenation set to automatic ✓	1		1	
1.6	Picture Caption - Label - Image ✓ - Caption – Eiffel Tower ✓ - Caption placed above the picture ✓	1 1 1		3	
1.7	Columns - Three columns applied ✓ - Lines between ✓ - Texts aligned to right ✓	1 1 1		3	
1.8	Find and Replace - Occurrences of IOC replaced with a green font colour ✓ - Wingdings character code 89 used ✓ 11 Replacement made ✓	1 1 1		3	
1.9	Table of Figures - Automatic Table of Figures inserted ✓ - Caption label - Picture ✓	1 1		2	
	Total for QUESTION 1			[24]	



QUESTION 2**File name: 2Background****Total Q2: 21**

No	Criteria	Maximum Mark			Learner Mark
2.1	Paragraph - All texts are justified ✓ - Outline level changed to level 1 ✓	1		2	
		1			
2.2	Heading - Double line border applied ✓ - Border colour set to red ✓ - Border size 3pt ✓	1		3	
		1			
		1			
2.3	Picture 2Mount Olympus picture inserted ✓ - Picture moved to approximate position, with no texts on the right side of the picture ✓ - Height 4cm ✓ - Width 6cm ✓	1		4	
		1			
		1			
		1			
2.4	Bullets - Bulleted list changed to picture ✓ 2Events picture used ✓	1		2	
		1			
2.5	Hyperlink - Hyperlink applied to the word Switzerland ✓ - Links to the website 'www.myswitzerland.com' ✓ - Screen tip – 'Federated Country' ✓	1		3	
		1			
		1			
2.6	Table - Grid Table 4 style applied ✓ - Header row displayed ✓ - Max function used ✓ { =MAX(ABOVE) } Note to marker: Mark the field	1		3	
		1			
		1			
2.7	Sources - New book source added ✓ - Author: David C ✓ - Title: A Brief History of the Olympics Games ✓ - Bibliography updated ✓	1		4	
		1			
		1			
		1			
	Total for QUESTION 2			[21]	



QUESTION 3**File name: 3Athletes****Total Q3: 26**

- Mark the questions from the formulae and not the values/answers in the cell.
- Check against candidates' actual work (Cell references may differ, depending on the candidates' response).
- Named ranges can be used instead of cell references.
- Candidates may use multiple formulae or cells as 'building blocks' to answers.
- The answers must still be correct even if changes are made to the existing data.

No	Criteria	Maximum Mark			Candidate Mark
Sheet1 worksheet					
3.1	Sheet 1 - Renamed Sheet 1 to Athletes ✓ - Tab colour changed to any colour ✓	1 1		2	
3.2	Cells A1:J2 - Cells A1:J2 merged ✓ - Heading centred horizontally and vertically ✓ - Merged cells filled with a red colour ✓ - Font colour changed to white ✓	1 1 1 1		4	
3.3	Cell B4: =MODE(I9:I38) - MODE function ✓ - Correct range I9:I38 ✓	1 1		2	
3.4	Cell B5: =COUNTIF (H9:H38;">=5")/J4*100 OR =COUNTIF(H9:H38;">4")/J4*100 - COUNTIF function ✓ - Range H9:H38 ✓ >=5 OR >4 ✓ /J4 ✓ *100/Cell formatted to percentage ✓	1 1 1 1 1		5	
3.5	Cell B6: =LARGE(D9:E38;2) - LARGE function ✓ - Correct range D9:D38 ✓ - Position: 2 ✓	1 1 1		3	
3.6	Cell G9: =HLOOKUP(F9;Sport!\$B\$5:\$L\$6;2;FALSE) OR =HLOOKUP(F9;Sport!\$A\$5:\$L\$6;2;FALSE) - HLOOKUP function ✓ - Lookup value: F9 ✓ - Table array: Sport B5:L6 ✓ - Absolute cell reference \$ ✓ - Row index number: 2 ✓	1 1 1 1 1		5	



3.7	Cell J9: =IF((TODAY()-(C9))/365<35;"Qualify";"Do not qualify") OR =IF((TODAY()-(C9))/365>=35;"Do not qualify";"Qualify") • IF function ✓ • Today function – C9 ✓ • Criteria: <35 or >=35 ✓ • Value if true: Qualify ✓ • Value if false: Do not qualify ✓			5	
		1			
		1			
		1			
	Total for QUESTION 3			[26]	



QUESTION 4**File name: 4Officials****Total Q4: 14**

- Mark the questions from the formulae and not the values/answers in the cell.
- Check against candidates' actual work (Cell references may differ, depending on the candidates' response).
- Named ranges can be used instead of cell references.
- Candidates may use multiple formulae or cells as 'building blocks' to answers.
- The answers must still be correct even if changes are made to the existing data.

No	Criteria	Maximum Mark			Candidate Mark
Cost worksheet					
4.1	Row 9 - Text orientation of cell A9:F9 changed to 45 degrees ✓ - Row height changed to 60 ✓	1 1		2	
4.2	Cell A7 =Now() - NOW function used ✓ - Format changed to display time only ✓	1 1		2	
4.3	Data validation: Cell E21 - Data validation applied ✓ - Source: H2:H6 ✓ - Quarter Final option selected ✓	1 1 1		3	
4.4	Cell F10: =CONCATENATE(LEFT(A10;2);D10;"@";C10;RANDBETWEEN(10;20)) OR =LEFT(A10;2)&D10&"@"&C10&RANDBETWEEN(10;20) - Concatenate function or & ✓ - LEFT(A10;2) ✓ - D10 ✓ "@" ✓ - C10 ✓ - RANDBETWEEN(10;20) ✓	1 1 1 1 1 1		6	
4.5	Name Manager Name Range 'Surname' deleted ✓	1		1	
Total for QUESTION 4				[14]	



QUESTION 5

File name: 5Games

Total Q5: 35

No	Criteria	Maximum Mark			Candidate Mark
Table: tbl_Venue					
5.1.1	Primary Key: Primary key applied on ID field ✓	1		1	
5.1.2	Data type: End date field changed to Date/Time ✓	1		1	
5.1.3	Start Date field Validation rule: >=#26/07/2024# OR >#25/07/2024# >= OR > ✓ #26/07/2024# OR #25/07/2024# ✓ - Validation text: Any appropriate validation text✓	1 1 1		3	
5.1.4	New Capacity Field: Expression: [Capacity]-[Capacity]*10/100 - New field inserted: <i>New Capacity</i> ✓ - Expression: [Capacity]- ✓ [Capacity]*10/100 ✓ - New field not showing negative numbers✓	1 1 1 1		4	
5.1.5	Tickets field: Default Value set to 30 ✓	1		1	
Table: tbl_Officials					
5.2.1	Gender Field: - Display Control: Combo Box/List Box✓ - Row Source Type: Value List ✓ - Row Source: "Male";"Female"✓	1 1 1		3	
5.2.2	Security Code Field: Input Mask >LL"#"00A;0; > ✓ - LL ✓ "#"✓ 00 ✓ - A ✓	1 1 1 1 1		5	
Query: Qry_5,3					
5.3	- Qry_5,3 query created ✓ - Sport Name and World Champion Medals Fields used ✓ - Sport Name field sorted in ascending order ✓ - World Champion Medals field grouped by sum ✓	1 1 1 1		4	



	<table><tr><td>Sport Name</td><td>World Champion Medals</td></tr><tr><td>tbl_Players</td><td>tbl_Players</td></tr><tr><td>Group By</td><td>Sum</td></tr><tr><td>Ascending</td><td></td></tr><tr><td>☒</td><td>☒</td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr></table>	Sport Name	World Champion Medals	tbl_Players	tbl_Players	Group By	Sum	Ascending		☒	☒																														
Sport Name	World Champion Medals																																								
tbl_Players	tbl_Players																																								
Group By	Sum																																								
Ascending																																									
☒	☒																																								
Query: qry_5,4																																									
5.4.1	Green alternative row applied ✓	1		1																																					
5.4.2	<table><tr><td>Field:</td><td>Name</td><td>Gender</td><td>Age</td><td>Country</td><td>Sport Name</td></tr><tr><td>Table:</td><td>tbl_Players</td><td>tbl_Players</td><td>tbl_Players</td><td>tbl_Players</td><td>tbl_Players</td></tr><tr><td>Sort:</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Show:</td><td>☒</td><td>☒</td><td>☒</td><td>☒</td><td>☒</td></tr><tr><td>Criteria:</td><td></td><td>"Female"</td><td>>25</td><td>"United States"</td><td></td></tr><tr><td>or:</td><td></td><td></td><td></td><td></td><td></td></tr></table> Criteria: Gender: Female ✓ Age: >25 ✓ Country: United States ✓	Field:	Name	Gender	Age	Country	Sport Name	Table:	tbl_Players	tbl_Players	tbl_Players	tbl_Players	tbl_Players	Sort:						Show:	☒	☒	☒	☒	☒	Criteria:		"Female"	>25	"United States"		or:						1 1 1		3	
Field:	Name	Gender	Age	Country	Sport Name																																				
Table:	tbl_Players	tbl_Players	tbl_Players	tbl_Players	tbl_Players																																				
Sort:																																									
Show:	☒	☒	☒	☒	☒																																				
Criteria:		"Female"	>25	"United States"																																					
or:																																									
Report: rpt_5,5																																									
5.5	- Heading changed to Olympics ✓ Bold✓ Red font ✓ - Background of the header changed to light green ✓ - Report grouped by <i>Sport Name</i>✓ with Z on top✓ - Count function ✓ Any field used ✓ - Function in <i>Sport Name</i> group footer/header ✓	3 1 2 2 1		9																																					
Total for QUESTION 5				[35]																																					



QUESTION 6**File name: 6Summary****Total Q6: 15**

- This question should be marked from the HTML code.
- Numerical attribute values do not need to be in inverted commas.

No	Criteria	Maximum Mark			Candidate Mark
6.1	Title <code><title> XXXXXXXXXX </title></code> • Learner's Surname and name inserted ✓	1		1	
6.2	Table <code><td> </td></code> • td tags added ✓ • image tag inside td tags ✓ • correct picture inserted ✓	1 1 1		3	
6.3	Horizontal line <code><hr size=5/></code> • Horizontal line inserted ✓ • Size set to 5✓	1 1		2	
6.4	Heading: Overview <code><h2 align="center">Overview</h2></code> • Heading aligned to center ✓ • Font set to Arial ✓	1 1		2	
6.5	Table 2 <code><table border=2 cellpadding=10></code> • Border size 2 ✓ • Cellpadding 10 ✓	1 1		2	
6.6	Bulleted list <code><ul type="square"></code> <code>Dates: July 26 to August 11, 2024.</code> • Bullet type changed to square ✓ • List item opening tag✓	1 1		2	
6.7	Hyperlink: <code> Klik Here </code> • Text 'Klik Here' inserted✓ • Hyperlink created ✓ • Links to url https://www.olympics.com ✓	1 1 1		3	
Total for QUESTION 6				[15]	



QUESTION 7

File names: 7Medals, 7Form

Total Q7: 15

No	Criteria	Maximum Mark			Candidate Mark
7Medals					
Chart worksheet					
7.1.1	Chart worksheet 3D Pie chart created ✓ - Chart style 8 used ✓ - Chart title: TOP 5 COUNTRIES ✓ - Legend on top of the chart ✓ - Data labels show percentages ✓ - United States piece filled with 7USA picture ✓ - United States piece pulled out ✓ - Chart moved to a new sheet ✓ (Note to marker: last mark should not be awarded if chart appear as an object in a sheet)	1 1 1 1 1 1 1 1 1		8	
7Form					
7.2.1	Text Form Field - Text form field inserted next to 'Surname' ✓ - Text format changed to uppercase ✓	1 1		2	
7.2.2	Drop-Down Form Field Option added: 'Final' ✓	1		1	
7.2.3	Check Box Form Field - Sad face next to 'No' replaced with a check box ✓ - Check box size changed to 20 pt ✓	1 1		2	
7.2.4	Restrict Editing - Allow filling forms ✓ - No password used ✓	1 1		2	
	Total for QUESTION 7			[15]	
	GRAND TOTAL			150	

