

LCVP 2006

Link Modules Examination

Solutions and Marking Scheme

Written Examination

Examination: Total Marks 160

Distinction 128 marks

Merit 104 marks

Pass 80 marks

Section A	Audio Visual	30 marks
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Q1	Why was St Vincent de Paul formed?	1 mark
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University students in France wanted to help poor people.

1m

Q2	What does Columba see as her role as National Secretary within the society of St Vincent de Paul?	2 marks
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*Supporting volunteers.
 Arranging seminars for people eg. training for people who work in the shops.
 Keeping the ethos of the organisation alive.
 Media work.*

2 @ 1m

Q3	What sources of income does the society have?	3 marks
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*Church collections.
 Donations/bequests.
 Income from shops.
 Government grants.*

3 @ 1m

Q4	What is the work of the Society?	4 marks
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*Visiting people in their home – a role of support and friendship.
 Supporting people to be self-sufficient.
 Helping with education – paying for creches/ paying for education.
 Job creation programmes.
 Taking an interest in social justice issues – speaking to the government.*

2 @ 2m

Q5 Describe Brendan's role in the Society

4 marks

- 1 *He is membership liaison officer, working on the social justice team.*
- 2 *Responsibility for rural issues & migration.*
- 3 *Explaining to the Government what is really happening for asylum seekers/those in poverty/establishing new areas of policy.*
- 4 *Ensuring rural people do not suffer the effect of the closure of services such as Post Office.*
- 5 *He tries to create smaller groups of social justice committees and use the information to inform social partnership work.*

2 @ 2m
1m + 1m

Q6 What personal qualities does Brendan consider important for his role?

4 marks

- 1 *To have a listening ear: to have experience.*
- 2 *To be able to communicate with people/volunteers in their own terms.*
- 3 *To understand that volunteering is only a small part of the volunteers' lives.*
- 4 *To have good organisational skills to organise and run meetings.*
- 5 *To be persuasive so that you can change policies.*

2 @ 2m
1m + 1m

Q7 How many people are working for the Society and describe a **relevant** trend

6 marks

Number working is 9,500 2m
If 500 answered allow 1m only.

- 1 *Volunteers have less time to give/mainly older people/more young people needed.*
- 2 *St Vincent de Paul has to become more professional as there is new legislation around health & safety, employment and child protection.
Or costs have risen due to all the professional employees needed.*

2 @ 2m
1m + 1m

Q8 Identify 3 **other** trends mentioned in the video and indicate the Society's plans for the next 3 years. **6 marks**

- 3 trends
- 1 *Volunteers (if not mentioned in answer to Q7).*
 - 2 *Professional approach required (if not mentioned in answer to Q7).*
 - 3 *More money for donations.*
 - 4 *Migrants now a feature so changing needs.*
 - 5 *Spending more on education in a more organised way-to help people get away from poverty: breaking the cycle of 2nd & 3rd generation clients.*
 - 6 *Short-term help such as the bicycles in Gort.*

3 @ 1m

Plans for next 3 years.

- 1 *Their own works – strategies in place to deal with difficulties and challenges.*
- 2 *The social justice work.*
- 3 *The organisation itself.*
- 4 *Membership- rejuvenation in the short-term.*
- 5 *Resources – cost increasing due to new regulations.*

3 @ 1m

Proper statement needed.

Q1 Describe the entrepreneurial qualities/characteristics displayed by John in this Case Study.

6 marks

Risk taker

Opportunistic

Pro-active

Innovative

Decisive

Highly motivated

Any 3 @ 2m each.

1m for stating + 1m for description.

Q2 John prepared a business plan when looking for his first bank loan.

(i) Why was completing market research important?

3 marks

(ii) Set out the marketing section of this plan using **three** relevant headings.

9 marks

- (i) *Completing market research was important because market research gives you information related to your business/product which you can analyse before making decisions on how to proceed in business.*

3(m)

(ii) Marketing Section

1. *Market Research Results can show:*

Information about the existing customers.

What potential customers want from existing products.

Possible new areas of business.

2. *Advertising:*

Best advertising methods to use.

Message to get across.

Cost of the advertising.

Will they employ an outside agency to do the advertising.

3. *Marketing Budget:*

Total cost of promoting new business.

What needs to be spent in different areas e.g. advertising campaigns, brochures etc.

Cost of employing marketing specialists/using an outside agency.

4. *Marketing Personnel:*

Need expertise in different areas, e.g. languages, technical knowledge.

Do we need people to work abroad?

What salaries have to be paid.

3 @ 3(m) each.

Or

- 1 *Product*
Mention of new services that can be offered.
Development/improvement of existing services.
Mention of how Market Research results influence the product/service.
- 2 *Price*
Mention of potential profits/costs.
Competitors' prices for similar services.
Different prices for different markets.
Every customer different depending on service provided.
- 3 *Place*
Where products will be sold.
Use of website to sell.
Administration back-up needed and where this will be.
- 4 *Promotion*
How will advertising be carried out.
Cost of advertising.
What message needs to be given.

3 @ 3m each.

Q3 Describe what other opportunities John could explore. What are the implications of **each** of those for the business? **12 marks**

1. *Recruitment services to areas other than banking.*

*He knows the recruitment industry well so this should be easy to incorporate.
He would have to employ staff with knowledge of other industries e.g. pharmaceutical.
Competition from existing suppliers of this service.*

2. *Develop new areas of business.*

*They have good ICT facilities so it would be easy to develop new areas of business such as website design, on-line training, language courses.
He can get help from state agencies.
Highly qualified workers/workers from abroad available so it should be possible to get qualified employees.
Ireland has a good reputation for business so this should make expansion easier.
Competition from other firms.*

3. *Re-Brand the firm.*

*Opportunity to change the image/logo of his firm.
This would have cost implications.
Could create a positive image for himself so this would be good for business.
Potential to make large profits as there are many opportunities.*

4. *Begin selling abroad*

*ICT makes international business easier.
Web based services, such as on-line training, ideal to do internationally.
Many international firms in Ireland with businesses abroad so it could be attractive.
May be difficult to attract customers in certain countries.
You may need staff with skills in different languages.*

3 @ 4m each.

1m for stating + 3 @ 1m each.

Section C	General Questions	100 marks
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Q1

(a)	Explain underlined words: Enterprising, Equal opportunities	4 marks
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Enterprising

This is when someone sees opportunities and develops new ideas or ways of doing something.

2m

Equal opportunities

This is when everyone gets the same chances. It means that an employer cannot discriminate between employees on, age, gender, sex, marital status, disability, ethnic group etc.

2m

(b)	Outline three other methods by which job vacancies may be made known.	6 marks
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Websites

Local radio/Aertel

Noticeboards in Library/FÁS Centre/Shops.

Employment Agencies.

Each must be explained

3 @ 2m

(c)	Describe three ways you would prepare for a job interview.	6 marks
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1 *Carry out research on the job/firm.*

2 *Prepare appropriate clothes so that you will make a good impression.*

3 *Make your transport/travel arrangements to arrive in good time.*

4 *Have a mock interview to get used to handling likely questions.*

5 *Take a course on interview techniques.*

3 @ 2m

(d)	One of the interviewers asks “why should we offer you this position?” What would be your response? Justify your answers.	9 marks
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1 *Any personal quality mentioned and explained why that is good for the job.*

2 *Any relevant skill mentioned and explained.*

3 *Relevant experience mentioned.*

4 *Future plans such as undertaking evening course/professional qualification.*

3 @ 3m

1m for basic point 1m + 1m for expansion.

Q2 Teamwork is important in the modern work place

(a) Outline an LCVP activity in which you participated in a team **and** indicate your role.

4 marks

<i>Title of the Activity</i>	<i>1m</i>	
<i>Summary of the activity</i>	<i>2m</i>	<i>(0 or 2m)</i>
<i>Role played</i>	<i>1m</i>	

(b) Identify 3 benefits of teamwork in this activity.

6 marks

- 1 Work was shared.*
- 2 Members took ownership of their work as there were others involved.*
- 3 Different students had different strengths/skills.*
- 4 New skills learned/developed from working with others.*
- 5 More work got done and done quicker.*
- 6 Easier to solve problems as more than one approach was reviewed*
- 7 Easier to come to an acceptable decision as everyone has had a say.*

3 @ 2m each (0 or 2m).

(c) Describe what makes a person a good team member

6 marks

- 1 Willingness to share ideas/work.*
- 2 Tolerant of others ideas/views.*
- 3 Committed to making the team work/keep to deadlines etc.*

3 @ 2m each (0 or 2m).

(d) Describe three ways a team can evaluate its group performance

9 marks

- 1 Class discussion*
- 2 Ask teachers and other adults*
- 3 Quality of what was learned*
- 4 Were there many disagreements.*
- 5 How were disputes settled.*
- 6 How successful was the activity.*

3 @ 3m each.

Q3 As part of your LCVP you are required to undertake work placement/work shadowing in light of your career aspirations.

(a) Name this career and identify two skills/qualities required to pursue it. 3 marks

Name of career 1m
Skills/qualities appropriate to the career 2 @ 1m

(b) Explain 3 benefits to you of having participated in work placement/work shadowing 6 marks

- 1 *Allowed me to see what was actually involved in/learned more about the particular career.*
- 2 *I am better informed to make career choices.*
- 3 *I have made contacts for part-time work/summer job.*
- 4 *I am more motivated in school so I will get a better Leaving Certificate/go to college.*
- 5 *I have learned what going to work involves, punctuality/long hours/commitment.*

3 @ 2m
(0 or 2m each).

(c) Outline how you planned for and organised yourself during this work placement/ work shadowing. 7 marks

Planned for:

- 1 *How work placement was obtained/CV/Letter/in person/Contact.*
- 2 *Research on the job itself by asking employee/Internet/ newspaper.**
- 3 *Underwent relevant training.*

Organised yourself:

- 1 *Made transport arrangements.*
- 2 *Checked dress code.**
- 3 *Made lunch arrangements.*

* *Compulsory points*
1 @ 1m + 3 @ 2m
(0 or 2m each).

(d) Identify and explain three obligations an employer has regarding health, safety and welfare of their employees at work. **9 marks**

- 1 Provide and maintain a workplace and machines that are safe.
- 2 Manage work activities to ensure the Safety, Health & Welfare of employees.
- 3 Ensure risks are assessed and a safety statement is prepared and updated.
- 4 Provide and maintain modern welfare facilities for employees.
- 5 Prepare and update procedures to deal with an emergency situation.
- 6 Provide training and information to workers in a format and language that is appropriate.
- 7 Report serious accidents to the Health & Safety Authority.

3 @ 3m
Identifying 1m
Example/explanation 2m (1m + 1m).

Q4 Your Link Modules Group has decided to organise a school 5 a-side soccer competition.

(a) Set out the agenda for the first meeting of the group **7 marks**

- Agenda** 1m
- 1 Election of *Chairperson, *Secretary, *Treasurer.* 3m
 - 2 Finances
 - 3 Deciding when competition will be held.
 - 4 Work Schedule
 - 5 AOB

*Compulsory
Any two other items above 2m- 1m each.
Layout/neatness 1m

(b) Prepare the minutes of that first meeting. **6 marks**

- Minutes**
- 1 Statement of date and where meeting held. 1m
 - 2 Statement of who attended. 1m
 - 3 Election results
Chairperson, Proposed/seconded by... 1m
Secretary, Proposed/seconded by... 1m
Treasurer, Proposed/seconded by... 1m
 - 4 Any other relevant item 1m
Must be related to Agenda above.

(c) Set out the section of your Action Plan which deals with the running of this activity. **8 marks**

<i>Time Schedule</i>	<i>Action</i>	<i>Having the two headings</i>	<i>1m</i>
		<i>Showing time schedule</i>	<i>1m</i>
		<i>Actions clearly stated</i>	<i>6 @ 1m each.</i>
<i>Oct. 3 -7</i>	<i>Get permission of Principal & PE teachers. Draw up plans on how the competition will be run.</i>		
<i>Oct. 10-14</i>	<i>Advertise competition and invite entries. Arrange sponsorship/funding/collect entrance fees.</i>		
<i>Oct 17-21</i>	<i>Check plans with PE teacher. Arrange teachers to help supervise. Encourage the teams to practice. Make the draw for the games, arrange publicity and collect outstanding entrance fees.</i>		
<i>Oct. 24-28</i>	<i>Run the competition. Put up class rota so all the class know when they are helping out. Record the results and update the results notice. Advertise over the school intercom/noticeboard.</i>		

(d) How would you evaluate the success of this activity? **6 marks**

- 1 Class Review
Look at number of team participants/enthusiasm of the teams
Teamwork of the Class*
- 2 Ask Teacher/Principal/Participants
Did the activity run smoothly? And safely?
Were the class members responsible/organised?*
- 3 Financial success
Did the activity stay within budget.
Did it make a profit if relevant.*

*3 @ 2m each.
1m for stating + expansion @ 1m each.
No repetition of points allowed.*

Q5 Financial Planning is important for a successful enterprise.

- | | | |
|-----|--|----------------|
| (a) | (i) Name an enterprising activity you have participated in. | 1 mark |
| | (ii) Outline two financial resources you used to support this enterprise activity. | 4 marks |

(i) *Naming the enterprising activity. 1m*

(ii) 1 *Sponsorship*

2 *Fundraising*

3 *Donations*

4 *Shares*

*Must be well stated for 2m.
2 @ 2m each (0m or 2m).*

- | | | |
|-----|---|----------------|
| (b) | Explain the importance of Financial Planning for your enterprise. | 6 marks |
|-----|---|----------------|

Financial Planning is important as it ensures:

1 *That you will have sufficient money to set up your enterprise.*

2 *That you do not have day to day cashflow problems.*

3 *That you obtain the cheapest possible finance i.e. do not pay high interest rates.*

4 *That you plan to make a profit so it helps you keep an eye on costs.*

3 @ 2m each.

- | | | |
|-----|--|----------------|
| (c) | Outline three ways participating in this activity has been of benefit to you as a student. | 6 marks |
|-----|--|----------------|

1. *I have learned about running business which has helped me in my career choices/business/accounting/economics classes*

2. *It has improved my teamwork skills by making we realise how important it is to listen to others.*

3. *It has taught me the importance of planning which has helped me when drawing up a study plan.*

3 @ 2m each (1m stating + 1m expansion).

(d) Describe four ways by which this enterprise could be evaluated.

8 marks

1. *By the profit made and if this was a high enough.*
2. *By review of how the group worked together.*
3. *By what was learned from the activity/quality of portfolio item produced as a result of the activity.*
4. *By the quality of item produced/service given.*

4 @ 2m each.

Description must be given for 2m

Q6 Your class has decided to organise/plan a visit by a speaker from a local Community Organisation.

(a) List **4** objectives your class might have for this visit

4 marks

- 1 *To learn about the organisation.*
- 2 *To foster/build links with the organisation.*
- 3 *To be involved in planning and organising a “visit in”.*
- 4 *To produce a portfolio item.*

4 @ 1m

(b) What steps should be taken to ensure that this visit is organised properly **and** run efficiently?

4 marks

- 1 *Start planning well in advance*
- 2 *Draw up a list of jobs to be completed prior to the visit.*
- 3 *Divide out the jobs to be done among the class.*
- 4 *Make contact with, and find out the speaker’s position in the organisation.*
- 5 *Organise the venue.*
- 6 *Make sure everyone knows their role on the day.*
- 7 *Prepare questions to ask.*
- 8 *Involve all the class members.*

4 @ 1m.

2 of the points must deal with the running of the event.

(c) Describe four ways the local community benefits from this organisation.

8 marks

- 1 *Help to individuals/shows all members are valued, eg. St V de P, Meals on wheels.*
- 2 *Good for the individuals involved as they show an interest in the community/pride in the area.*
- 3 *Money is raised which can be used for the good of others.*
- 4 *Encourages team spirit which makes the locality a better place to live in.*

4 @ 2m (0 or 2m).

(d) Name 3 LC subjects, other than Link Modules, you are studying and indicate how **each** was useful in the organisation/planning of **this** visit and how this activity helped you in each subject. **9 marks**

Subject useful in organising/planning

Mention of skills or knowledge gained from the subject and how it helped.

2m

How activity helped in each subject.

1m

Repetition of points not allowed marks.

LCVP 2006

Link Modules Examination

Marking Scheme

Portfolio

Four compulsory components plus two from four options

Portfolio: Total Marks 240

Distinction 192 marks

Merit 144 marks

Pass 120 marks

Student No:

Portfolio Total: (Maximum 240 marks)

MARKING SCHEME CORE		MAXIMUM MARK	ACTUAL MARK
1.	Curriculum Vitae		
	Word processing -----	1 -- 2	
	Presentation/layout (conventional order)-----	1 -- 3	
	Personal details (any 4 items including signature)-----	0 -- 4	
	Skills and qualities-----	0 -- 2	
	Educational qualifications-----	0 – 3	
	Work experience-----	0 – 3	
	Achievements/interests/hobbies-----	0 – 5	
	Referees-----	0 – 3	
	Sub-total -----	25	

2.	Enterprise/Action Plan		
	Presentation and layout-----	0 -- 3	
	Title/purpose-----	0 – 2	
	Objectives (at least two needed)-----	0 – 4	
	Research methods-----	0 – 2	
	Analysis of research-----	0 – 6	
	Action steps-----	0 – 6	
	Schedule of time/costs-----	0 – 6	
	Evaluation methods-----	0 – 6	
	Sub-total-----	35	

3.	Career Investigation		
	Title/word Processing/use of headings (<i>or Audio Tape</i> communication in clear and confident manner)-----	0 – 5	
	Description of duties involved in the career/area-----	0 – 3	
	Identification of skills and qualities needed-----	0 – 5	
	Identification of qualifications & training needed-----	0 – 5	
	What was learned by the research/activity about career and oneself.-----	0 – 8	
	Description of two different pathways to the career-----	0 – 4	
	Evaluation: of the career-----	0 – 5	
	of undertaking the career investigation-----	0 – 5	
	Sub-total-----	40	

4.	Summary Report		
	Presentation layout-----	1 – 5	
	Title/name of activity-----	0 – 5	
	Author’s name-----	0 / 5	
	Terms of reference of report/aims of the activity-----	0 / 3 / 5	
	Body of report – content (short sentences, summaries, appropriate language)	1 – 10	
	Body of report – clarity (headings, logical structure, flow, originality of thought)-----	1 – 5	
	Conclusions/recommendations-----	1 – 5	
	Sub-total-----	40	

Core: (Maximum 140 marks)

MARKING SCHEME OPTIONS		MAXIMUM MARK	ACTUAL MARK
5.	Record / Log / Diary		
	Presentation/layout-----	0 – 5	
	Name and description of work experience placement-----	0 – 5	
	Reasons for choosing work experience placement-----	0 – 5	
	Content		
	Factual day to day account of at least 3 days/entries as follows:		
	Detailed personalised account-----	0 – 10	
	Candidate analysis of own performance in different situations---	0 – 10	
	Expression and evaluation		
	Evaluation of experience in the light of study & career aspirations---	0 – 5	
	Evaluation of how what has been learnt can be applied to work in the home, school and the local community-----	0 --10	
	Sub-total -----	50	

6.	Report		
	Presentation/layout-----	0 – 4	
	Title/table of contents-----	0 – 2	
	Author's name or signature-----	0 -- 2	
	Terms of reference of report/aims of activity-----	0 – 4	
	Summary of main points-----	0 – 4	
	Body of report (may include personal contribution)		
	Account of activity-----	0 – 10	
	Use of appropriate depth, detail, organisation of information-----	0 – 8	
	Use of charts, tables, diagrams-----	0 – 4	
	Conclusions/recommendations-----	0 -- 6	
	Evaluation-----	0 – 6	
	Sub-total -----	50	

7.	My Own Place		
	Presentation/layout-----	0 – 4	
	Title/table of contents-----	0 – 2	
	Description of local area/what is under investigation-----	0 – 5	
	Aims/objectives-----	0 – 5	
	Research methods-----	0 – 5	
	Body of Report – description & analysis of key aspects-----	0 – 6	
	- use of logical sequence/headings/illustrations-----	0 – 5	
	- analysis of issue/suggestions for improvements-----	0 – 6	
	Conclusions and recommendations-----	0 -- 6	
	Evaluation-----	0 – 6	
	Sub-total -----	50	

8.	Recorded Interview/Presentation		
	Presentation (neat in the context of the interview/presentation)-----	0 – 4	
	Variety of tone, gesture, diction, eye contact.-----	0 – 4	
	Ability to communicate message clearly, engage audience, elaborate on points/questions, logical sequence of thought.-----	0 – 36	
	<i>Pass (18 – 23)</i> – basic communication skills		
	<i>Merit (24 – 27)</i> – ability to express ideas and opinions clearly and knowledge of topic		
	<i>Distinction (28 – 36)</i> – knowledge and ability to communicate ideas and own opinions clearly and in logical sequence.		
	Information (content)-----	0 -- 6	
	Sub-total -----	50	

Any Two Options: (Maximum 100 marks)



