

Criteria	Excellent (5)	Good (4)	Satisfactory (3)	Needs Improvement (1-2)	Marks
1. Database Creation	Correctly named and saved as ClubDatabase_YourName.accdb	Named correctly but slight formatting error	Created but incorrect naming	Not created or completely incorrect	/5
2. Table Structure (Fields & Types)	All fields created with correct names and data types, including primary key	One minor mistake in field name or type	Some incorrect field types or missing field	Table poorly structured or many fields missing	/5
3. Records Added	5 or more complete and relevant records entered	4 complete records entered	3 or fewer records; some incomplete	No records entered or irrelevant data	/5
4. Form Creation (frmMembers)	Form correctly created, well-labelled, shows clear layout	Form created but minor layout/naming issues	Form created but confusing or poorly structured	No form created or form unusable	/5
5. Query (Grade 11 + Paid)	Query correctly filters Grade 11 and paid members only	Query created but one condition missing or incorrect	Query created with errors in logic	Query not created or completely incorrect	/5
6. Report (rptGrade11Paid)	Report correctly generated from the query with meaningful layout and title	Report generated but lacks formatting or proper title	Report created but not from correct query	Report not created or shows unrelated info	/5

TOTAL					/30
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