

## 1. Szigetvár

Creating document <i>szigetvar</i>	3 marks	
Setting the general properties of the document	3 marks	
Creating the header	3 marks	
Creating the title	4 marks	
Formatting the text body	4 marks	
Formatting the subtitles	5 marks	
The title and the subtitles are in bold	1 mark	
Inserting the pictures	5 marks	
Formatting the table	6 marks	
Creating the footnote	2 marks	
Formatting the poem	2 marks	
Listing the works	2 marks	
<b>Total:</b>	<b>40 marks</b>	

## 2. Bunsen burner

The background colour of each slide is light yellow, colour with RGB code (255, 255, 200) and the text colour is dark blue, colour with RGB code (0, 32, 96).	2 marks	
The slide number is in the footer	1 mark	
Each text of the presentation is of Arial (Nimbus Sans) font type	1 mark	
Settings of the first slide	9 marks	
Settings of the group	3 marks	
Contents and settings of the second slide	7 marks	
Settings of the third slide	1 mark	
Settings of the fourth slide	3 marks	
Animation settings of the slide show	3 marks	
<b>Total:</b>	<b>30 marks</b>	

### 3. Combino

Importing the data, saving as <i>combinio</i> in the correct format	1 mark	
Numbering of the eight doors	2 marks	
Determined the number of passengers getting on and off the tram	3 marks	
Created the heading in range <i>L1:O2</i>	1 mark	
Range <i>L3:L20</i> contains the names of the stops	1 mark	
The analysis of the results of the passenger counting	8 marks	
The contents of cells <i>L22:L25</i> are correct	1 mark	
Calculations in cells <i>M22:N25</i>	6 marks	
The font colour of cells that contain calculated values is blue	1 mark	
Formatting the cells of the headings	3 marks	
The column chart	3 marks	
<b>Total:</b>	<b>30 marks</b>	

### 4. Notebook

Creating the database	3 marks	
Each query and report contains exactly the desired fields and expressions	1 mark	
Query <i>2thereis</i>	2 marks	
Query <i>3manufacturer</i>	2 marks	
Query <i>4total</i>	2 marks	
Query <i>5purchase</i>	4 marks	
Query <i>6null</i>	2 marks	
Query <i>7intel</i>	1 mark	
Report <i>7intel</i>	3 marks	
<b>Total:</b>	<b>20 marks</b>	