**AON Level 2 – Guidance Notes**  
The following information is provided as a source of reference for assistance in compiling student evidence for AON. It is not meant as a sole reference for evidence requirements, it is only a guide. For a full and comprehensive amplification of the evidence requirements, please refer to the Essential Skills Wales documentation. Thank you.

**Have you?**

* Understood and played an active part in identifying and describing the given problem or task, by hand or electronically.
* Contributed to deciding how you will attempt the task and obtain relevant data and information by hand or electronically. Show a clear sequence of tasks showing how you intend to use this information.
* Included data or information from at least three different sources and where it came from. (One source requires the candidate to collect and record data/information. At least two must include a table, chart, graph or diagram)
* Identify use and explain the methods and calculations appropriate to get the results you need, by hand or electronically.
* Use data from your given task to carry out relevant and purposeful calculations. You must show you are clear about the purpose and relevance of your calculations. You must decide the level of accuracy you are working to. ***E.g. Nearest whole number, nearest pound.***

**Examples of amounts or sizes:** Simple decimals, Multiplication, Division, Fractions, Percentages, Areas and Volumes.

**Scales or Proportion:** Use simple scales on a diagram to work out measurements, Increase and decrease whole number amounts, Scale amounts required.

**Handling Statistics:** Know how to calculate the range and mean of a group of numbers and describe the purpose for it.  
**(This category must show a comparison of data sets)**

**Formulae:** F = M x A (Force = Mass x Acceleration)

* Do your calculations make sense. Check for accuracy.
* Present your findings correctly using two appropriate ways. Chart and diagram, or graph and diagram. Explain why these ways of presenting your evidence are appropriate to your audience.
* Describe the results of your calculations. Explain how they relate to your task and evaluate, emphasise the key points.

**Note**: You must be able to carry out calculations both with and without a calculator.