OCR

Monday 2 June 2014 – Morning

AS GCE INFORMATION AND COMMUNICATION TECHNOLOGY

G061/01   Information, Systems and Applications

Candidates answer on the Question Paper.

OCR supplied materials:
None

Other materials required:
None

Duration: 2 hours

Candidate forename		Candidate surname	

Centre number						Candidate number				

INSTRUCTIONS TO CANDIDATES

- Write your name, centre number and candidate number in the boxes above. Please write clearly and in capital letters.
- Use black ink. HB pencil may be used for graphs and diagrams only.
- Answer **all** the questions.
- Read each question carefully. Make sure you know what you have to do before starting your answer.
- Write your answer to each question in the space provided. Additional paper may be used if necessary but you must clearly show your candidate number, centre number and question number(s).
- Do **not** write in the bar codes.

INFORMATION FOR CANDIDATES

- The number of marks is given in brackets **[ ]** at the end of each question or part question.
- The total number of marks for this paper is **120**, of which marks are allocated to the assessment of the quality of written communication where an answer requires a piece of extended writing. These questions are marked with an asterisk (*****).
- This document consists of **20** pages. Any blank pages are indicated.

OCR is an exempt Charity

Turn over

Razzledazzle runs an event planning business. Events include exhibitions, parties and conferences.

1 Razzledazzle is developing a website to advertise the different services it provides.

(a) It will use its knowledge of event planning to put together the content for its website.

Describe what is meant by the term knowledge.

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.... **[2]**

(b) The website will use different methods to convey information.

Compare text and video as methods that Razzledazzle could use on the website to convey information to customers.

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.... **[4]**

(c) Describe how the following can affect the quality of information on the website:

Relevance ....

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Completeness ....

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                                                                                                                     [4]

(d) Razzledazzle needs some images for its website. It could select images from a clipart library or an image library.

Describe **two** differences between a clipart library and an image library.

1 ....

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2 ....

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                                                                                                                     [4]

2 Razzledazzle has a database of its customers, events and suppliers.

(a) Describe **three** components of a data dictionary that relate to **tables**.

1 ....

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2 ....

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3 ....

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[6]

(b) Give the most suitable data type for each of the fields and state why you have chosen that data type.

Field	Data type	Why this data type has been chosen
Number of Guests		....
Price		....

[4]

(c) The database uses simple and complex queries.

Using examples related to Razzledazzle, describe what is meant by a simple query and a complex query.

Simple query..

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....

....

Complex query..

....

....

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                                                                                                                              [4]

(d) Razzledazzle encodes some of the data about the event before it is entered into the database.

Describe **two advantages** of encoding data about the event.

1 ....

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2 ....

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                                                                                                                              [4]

Turn over

3 Razzledazzle has decided to produce leaflets to advertise an event.

(a) It will use applications software to create the leaflets.

Describe what is meant by applications software.

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.... **[2]**

(b) Razzledazzle will use desktop publishing software to create the leaflets.

Justify the use of desktop publishing software for creating the leaflets.

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.... **[6]**

4 Razzledazzle is producing a letter for all its existing customers to give them details of special offers.

(a) It is going to use mail merge to personalise the letters.

Put the stages below in the correct order to create a mail merge using a database and desktop publishing software. The first one has been done for you.

1 Preview mail merge *5*

2 Create data source ....

3 Merge to new document ....

4 Insert merge fields ....

5 Create mail merge letter ....

6 Link letter and data source ....

[3]

(b) The mail merge letter makes use of frames.

(i) In the context of a letter, describe what is meant by a frame.

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.... **[2]**

(ii) Give an example of how a frame could be used in the mail merge letter.

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.... **[1]**

(c) The mail merged letter is on more than one side of A4 paper.

Identify **three** changes that could be made to the letter, to make it fit on one side of A4 without altering the content.

1 ....

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2 ....

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3 ....

....

[3]

5 Razzledazzle has taken over another event planning business.

(a) Describe **two** problems that could be caused by a lack of standardisation between the software used by Razzledazzle and the software used by the other business.

1 ....

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2 ....

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[4]

(b) Razzledazzle has employed a software engineer to customise its event planning database.

Buttons and menus are two of the elements that can be customised on the database.

Describe what is meant by buttons and menus and give an example of their use when customising the database.

Buttons ....

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....

....

Example ....

....

Menus ....

....

....

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Example ....

....
[6]

(c) Macros could also be used to customise the database.

Describe **two advantages** of using macros to customise the database.

1 ....

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2 ....

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[4]

Turn over

6 (a) Razzledazzle uses a spreadsheet to answer 'what-if?' questions about its business.

Describe **three advantages** of using a spreadsheet to answer 'what-if?' questions.

1 ....

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2 ....

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3 ....

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[6]

(b) Describe how rules are used in spreadsheets to answer 'what-if?' questions.

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.... **[4]**

7 Razzledazzle wants to produce a presentation showing the different services it can provide.

(a) The presentation could use automatic or manual transition.

Describe **two advantages** of using **automatic** transition in the presentation.

1 ....

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2 ....

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[4]

(b) The presentation could use bitmap or vector images.

Describe **two** characteristics of **bitmap** images.

1 ....

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2 ....

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[4]

Turn over

(c) One software package Razzledazzle would need to buy is presentation software.

Identify **two** other software packages that Razzledazzle could buy to help produce the presentation. For each software package, identify how it could be used to help produce the presentation.

1 ....

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Use ....

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2 ....

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Use ....

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[4]

(d) Identify **one** hardware cost that could be incurred by Razzledazzle in giving the presentation.

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....**[1]**

8 Razzledazzle's computer contains many different files and file types.

Explain why different file types are needed.

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.... **[4]**

Turn over

9 Razzledazzle has employed a network manager who is a member of the BCS.

(a) Describe the purpose of the BCS.

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.... **[4]**

(b) The network manager uses a command-based user interface to help manage the network.

(i) Describe what is meant by a command-based user interface.

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.... **[2]**

(ii) Give an example of the use of a command-based user interface by the network manager.

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.... **[1]**

(c) The network manager has networked all of Razzledazzle's computers.

Describe **two advantages**, to the **customer**, of the computers being networked.

1 ....

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2 ....

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[4]

(d) A firewall has been installed onto the computer network.

Describe **three** ways firewalls can help keep data confidential.

1 ....

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2 ....

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3 ....

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[6]

(e) The presentation is accidentally deleted. However, a backup is available.

Identify **two other** situations where Razzledazzle would need to use a backup of the presentation file.

1 ....

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2 ....

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[2]

Turn over

10* Discuss the impacts of future developments in ICT on the way that Razzledazzle promotes and advertises its events, and the consequences of these developments. **[11]**

The quality of written communication will be assessed in your answer to this question.

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