



Cambridge International Examinations  
Cambridge International Advanced Level

CANDIDATE  
NAME

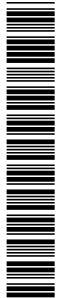
CENTRE  
NUMBER

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**APPLIED INFORMATION AND COMMUNICATION TECHNOLOGY**

**9713/04**

Paper 4 Practical Test

**May/June 2014**

**2 hours 30 minutes**

Additional Materials: Candidate Source Files

**READ THESE INSTRUCTIONS FIRST**

Make sure that your **Centre number**, **candidate number** and **name** are written at the top of this page and are clearly visible on every printout, before it is sent to the printer.

DO **NOT** WRITE IN ANY BARCODES.

Carry out **every** instruction in each task.

At the end of the exam put this **Question Paper** and **all** your printouts into the Assessment Record Folder.

The number of marks is given in brackets [ ] at the end of each question or part question.

Any businesses described in this paper are entirely fictitious.

This document consists of 5 printed pages and 3 blank pages.

You are working for the University of Tawara and are required to complete the analysis of some test results.

All documents published must be of a professional standard, suit the business context and contain your candidate details.

Data has been provided in the following files:

**JS1\_Students.csv**  
**JS1\_Scores.csv**  
**Module\_JS1.csv**  
**Course\_Tutors.csv**  
**Module\_VB1.csv**  
**VB1\_Responses.csv**

You are also provided with the following file as a template.

**JS1\_Analysis.rtf**

Open these files to familiarise yourself with the data.

Record evidence of your work as required in a document named:  
 CentreNumber\_CandidateNumber\_Evidence.rtf  
 e.g. ZZ999\_99\_Evidence.rtf

Place your name, Centre number and candidate number in the header of the document.

**1** The student scores for Module JS1 are shown in **JS1\_Scores.csv**

In the file **JS1\_Students.csv** use functions to look up the scores and determine the result for each student using:

Result	Score
Distinction	>=40
Credit	33-39
Pass	21-32
Resit	15-20
Repeat	0-14

Format the data appropriately and save the file as **JS1\_Results**

Print a copy of the data. Ensure that the size and orientation are suitable. Include evidence of the formulae you used to generate the information in your evidence document.

[20]

2 You are required to present an analysis of the test results.

Use data in **JS1\_Scores.csv** to prepare a vertical bar chart showing the number of correct answers for each question.

The score (number of marks) for each question should be displayed as a number with each column.

Choose an appropriate chart title, suitable labels for each axis and make sure there is enough information included for the data to be clearly understood.

Print only the chart on a new page with your name, Centre number and candidate number in the footer.

[10]

3 (a) The course tutors need the results which you have saved in step 1. Use the **JS1\_Analysis.rtf** template file to prepare a mail merge of these results to the JS1 course tutors listed in the **Course\_Tutors.csv** file.

Insert the **JS1\_Results** data where indicated in the template file.

Only Lead tutors receive a copy of the bar chart.

Where indicated, insert and edit a conditional field, to display a copy of the bar chart for the Lead tutor, or for the Assistant tutors the text:

**An analysis of the test is available from the Lead tutor.**

Include your name, Centre number and candidate number in the footer of the document.

Print a copy of the merge document showing all the field codes.

(b) Merge the documents.

Make sure that each merged document is formatted consistently and is suitable for publication. Print the documents.

[20]

- 4 The test for Module\_VB1 was multiple choice with 5 options (a,b,c,d,e) for each question.

There were 20 questions. Some questions were worth more than 1 mark. The correct answer choices and the marks for each question are shown in the **Module\_VB1.csv** file.

The answers chosen by each student taking the test are shown in the **VB1\_Responses.csv** file.

Prepare and format a spreadsheet as shown below.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	VB1	Student Codes																		No. of Correct Answers
2	Question	514-1937	514-1938	514-0938	513-1940	514-1011	514-2242	514-1933	514-2244	514-1805	514-0946	514-1947	514-0540	513-1979	514-0450	514-1142	514-1952	512-1458		
3	Q1																			
4	Q2																			
5	Q3																			
6	Q4																			
7	Q5																			
8	Q6																			
9	Q7																			
10	Q8																			
11	Q9																			
12	Q10																			
13	Q11																			
14	Q12																			
15	Q13																			
16	Q14																			
17	Q15																			
18	Q16																			
19	Q17																			
20	Q18																			
21	Q19																			
22	Q20																			
23	Totals																			

In appropriate cells enter formulae to:

- display the marks scored by each student for each question
- display the total marks scored by each student
- display the number of correct answers for each question.

Save the data as **VB1\_Scores**

Print a copy of the data ensuring that it is displayed in a suitable size and orientation.

Include screenshots in your evidence document to show examples of the formulae you used to generate the information, but do not show the entire spreadsheet.

[25]

5 Create a macro or procedure to carry out the following steps using the **JS1\_Results** file:

- insert your name, Centre number and candidate number in the footer
- insert the text **JS1 module test results** in the header
- sort the data into ascending order of *Class* and descending order of *Score*
- print the complete table
- print only the details of the students who achieved a **Distinction**
- print only the details of the students who have to **Resit** the exam or **Repeat** the course, sorted by *Result*.

Run the macro or procedure to print the documents.

Insert explanatory comments into the macro or procedure before each of the steps specified.

Print a copy of the macro or procedure.

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6 Print your evidence document.

**Write today's date in the box below.**

Date





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