

UNIVERSITY OF CAMBRIDGE INTERNATIONAL EXAMINATIONS
Cambridge International Diploma in ICT
Foundation Level

DATABASE OPERATIONS

5185/A

Optional Module: Practical Assessment

2004

No Additional Materials are required

**45 minutes
and 15 minutes reading time**

READ THESE INSTRUCTIONS FIRST

Candidates are permitted **15 minutes** reading time before attempting the paper.

Make sure that your name, centre number and candidate number are shown on each printout that you are asked to produce.

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

Tasks are numbered on the left hand side of the page, so that you can see what to do, step by step. On the right hand side of the page for each task, you will find a box which you can tick (✓) when you have completed the task; this checklist will help you to track your progress through the assessment.

Before each printout you should proof-read the document to make sure that you have followed all instructions correctly.

At the end of the assignment put **all** your printouts into the Assessment Record Folder.

This document consists of **2** printed pages.



You work for an international company called *Hothouse Design*.

You are going to work on a database of stationery orders.

The database has these field names:

Code, Product, Medium, Colour, Size, Pack, Cost, Sales and Total

- 1 Start your database package and import the file **FDA4DATA.CSV** 1.1.1

Make sure that the field names above are used in your database.

- 2 Add the record: 1.2.1

<i>Code</i>	<i>Product</i>	<i>Medium</i>	<i>Colour</i>	<i>Size</i>	<i>Pack</i>	<i>Cost</i>	<i>Sales</i>	<i>Total</i>
BITSS-67	Copier labels	Laser	White	A4	1000	15	1000	15000

- 3 The record with the code *BITSS-58* is incorrectly entered. 2.1.1

Make the following changes to the record with the code *BITSS-58*

Change the *Size* from *A3* to **A4**

Change the *Pack* from *600* to **100**

- 4 The *Rainbow* coloured *Post-it* notes are no longer available. Delete the record for this product. 2.2.1

You need to produce a list of all Products with low sales.

- 5 Select only the records where *Sales* are **less than 600** 3.2.1
Show only the fields *Code, Medium, Colour, Size, Pack, Sales*

- 6 Produce a report with the heading **Minimum Orders** which lists only the data you have extracted in step 5. 4.1.1

- 7 Save this report with a new filename and print it. 5.1.1

You need to produce a list of all the records for laser printer products.

- 8 Select from all the data only the records where the *Medium* is **Laser** 3.2.1
Show all fields.

- 9 Sort the data in the above list in ascending order of *Product* and then in ascending order of *Colour* 3.1.1

- 10 Produce a report with the heading **Laser Printer Products** which lists only the data you have extracted and sorted in steps 8 and 9. Make sure all data is shown in full. (You may need to print in landscape orientation.) 4.1.1

- 11 Save this report with a new filename and print it. 5.1.1

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This document consists of **3** printed pages.



You work for an international company called *Hothouse Design*.

You are going to work on a database of projects in the design office.

The database has the field names:

Day Code, Date, Project, Cost Code, Cost, Number and Total

- 1 Start your database package and import the file **FDB4DATA.CSV** 1.1.1
 Make sure that the field names above are used in your database.

- 2 Add the record: 1.2.1

<i>Day Code</i>	<i>Date</i>	<i>Project</i>	<i>Cost Code</i>	<i>Cost</i>	<i>Number</i>	<i>Total</i>
6	30/05/2003	Brochure design	IGPD	200	4	800

- 3 The design contract placed on 19/05/2003 was for Webpage Design and not Brochure Design. 2.1.1

Replace *Brochure Design* with **Webpage Design** in this record and change

Cost from 360 to **85**

Total from 2160 to **510**

- 4 The entry on 22/05/2003 for *Office Furniture* is a mistake. Delete this record. 2.2.1

You need to produce an alphabetical list of Projects sorted by Date.

- 5 Select from all the data, only the records where the *Cost Code* is **IGPD** Show all fields. 3.2.1

- 6 Sort the data in the above list in ascending order of *Project* and then in ascending order of *Date* 3.1.1

- 7 Produce a report with the heading **Design Projects by Date** which lists only the data you have extracted and sorted in steps 5 and 6. 4.1.1

- 8 Save this report with a new filename and print it. 5.1.1

You need to produce a list containing work scheduled on Thursdays or Fridays. (Day Code 5 represents Thursday and Day Code 6 represents Friday.)

- 9 Select from all the data, only the records where the *Day Code* is **greater than 4** 3.2.1
- Show only the fields *Day Code*, *Date*, *Project* and *Total*
- 10 Produce a report that is headed **End of Week Workload** and lists only the data from step 9. 4.1.1
- 11 Save this report with a new filename and print it. 5.1.1