

OXFORD CAMBRIDGE AND RSA EXAMINATIONS

Advanced Subsidiary GCE

**INFORMATION AND
COMMUNICATIONS TECHNOLOGY**



2514

Practical Applications of ICT Using Standard/Generic Applications Software

Friday **13 JANUARY 2006** Afternoon 1 hour 30 minutes

No additional materials are required.
Candidates answer on the question paper.

Candidate Name

Centre Number

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Candidate Number

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TIME 1 hour 30 minutes

INSTRUCTIONS TO CANDIDATES

- Write your name in the space above.
- Write your Centre number and candidate number in the boxes above.
- Answer **all** the questions.
- Write your answers, in blue or black ink, in the spaces on the question paper.
- Read each question carefully and make sure you know what you have to do before starting your answer.
- Do not write in the bar code. Do not write in the grey area between the pages.
- **DO NOT WRITE IN THE AREA OUTSIDE THE BOX BORDERING EACH PAGE. ANY WRITING IN THIS AREA WILL NOT BE MARKED.**

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 90, of which 4 marks are allocated to the assessment of the quality of written communication.
- You will be awarded marks for the quality of written communication where an answer requires a piece of extended writing.
- No marks will be awarded for using brand names of software packages or hardware.

FOR EXAMINER'S USE		
1		18
2		14
3		14
4		32
5		8
QWC		4
TOTAL		90

This question paper consists of 10 printed pages and 2 blank pages.

A wholesale stationery company, Useful Things, sells its goods to small independent stationery shops throughout the UK. They have a Head Office in Barrow with sales teams covering different regions of the UK.

1 Useful Things have just expanded their business.

(a) The company is developing a new logo. This logo will be on all company documents. The logo can be either a bitmap or vector graphic.

Describe bitmap graphics.

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.....[4]

(b) The logo will be saved as a different file type to the documents on which it will be used.

Explain why different file types are needed.

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.....[4]

(c) Explain why it is important to have the logo on all company documents.

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.....[2]

(d) Templates and wizards can be used to produce the documents.

(i) Explain **two** advantages of using templates.

Advantage 1

.....

.....

Advantage 2

.....

.....[4]

(ii) Explain **two** disadvantages of using wizards.

Disadvantage 1

.....

.....

Disadvantage 2.....

.....

.....[4]

(c) State the most suitable type of chart that can be used in the following situations:

(i) The company wants to compare the sales figures of each region of the UK over a one-year period.

.....
.....

(ii) The company has collected the sales figures for the ten best selling stationery items.

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.....[2]

4 Following the successful expansion of Useful Things, a corporate event has been planned for all staff. A presentation has been developed which will be used at this event.

(a) The presentation can be produced on overhead transparencies (OHTs) or as a slideshow using presentation software.

(i) Describe **two** advantages of using OHTs for this presentation.

Advantage 1

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.....

Advantage 2

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.....[4]

(ii) Describe **two** advantages of using presentation software for this task.

Advantage 1

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Advantage 2

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.....[4]

(b) Presentation software will be used at the event. Both manual and automatic transition methods will be used.

(i) Describe manual and automatic transition methods.

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.....[4]

(ii) Identify a situation when each method would be suitable.

Manual Transition
.....
Automatic Transition
.....[2]

(c) Explain, giving an example, how the following features of presentation software could be used to enhance the presentation.

Animated Text
.....
Example
.....
Sound.....
.....
Example
.....[6]

(d) Describe how the use of a master slide template can aid the production of the presentation.

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.....[4]

(e) Graphics are to be used in the presentation.

Explain **two** advantages and **two** disadvantages of using clip-art as the source for these graphics.

Advantage 1
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Advantage 2
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Disadvantage 1
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Disadvantage 2
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.....
.....[8]

11
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