

Edexcel Functional Skills – Entry 1

ICT

Entry 1

Set 2

Controlled Assessment Material

Valid from September 2010 to August 2011

Turn over ►

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ENTRY 1

The B-Fit gym has just opened. It wants members.

The gym needs a **poster**.

The poster must tell people about the gym.

A poster has been started. You must finish it.

Getting ready

- 1 Make sure you are sitting comfortably.

Make sure you work safely at all times during the task.

(1)

- 2 Start the computer system.

(1)

(Total = 2 marks)

During the task

- 1 You will get a mark for using software applications.

(1)

(Total = 1 mark)

Make a poster

1 You have been sent an email or text message.

It tells you more about the gym.

Open the email or text message.

(3)

2 Open the file **GymEL1**.

Use the information in the email or text message to:

- list what the gym has to offer
- change the price on the poster

(2)

3 The poster contains an image.

Label the image so that people know what it is.

(2)

(Total = 7 marks)

Finishing off

Ask your assessor to help you save the poster.

Ask your assessor to help you print the poster.

Make sure your name is on the printout.

Hand in your printout.