Edexcel Functional Skills

Information and Communication Technology
Level 2

| 13–17 June 2011 | Paper Reference |
| **Time: 2 hours** | **FST02/01** |

You must have:
- ResponsesJunL2
- ImagesJunL2
- MealsJunL2
- FoodJunL2
- Cover Sheet (enclosed)
- short treasury tag

Instructions

- Complete **all** tasks.
- **Enter** your name, candidate number and centre number on each page before printing.
- Attach all tasks securely to the cover sheet using the treasury tag provided.

Information

- The test is divided into **TWO** sections.
- Start with **Section A**. You are advised to spend **15 minutes** on **Section A** and **1 hour and 45 minutes** on **Section B**.
- You will need to use the internet in **Section A**. You must **not** use the internet in **Section B**.
- The total mark is **50**.
- The marks for **each** task are shown in brackets
  – *use this as a guide as to how much time to spend on each task.*

Advice

- Read each task carefully before you start to complete it.
- Keep an eye on the time.
- Try to complete every task.
- Check your work.

Turn over ▶

P 3 6 8 8 4 A

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Background

Zanipolo's is a chain of Italian restaurants based in West Yorkshire.

They are opening a new branch in Outwood, near Leeds in July 2011.

The manager of the new Outwood branch is Massimo Garrafa.

Your task is to assist Massimo by:

- gathering information about Italian food

- calculating costs of producing meals

- producing a menu for the new branch of the restaurant chain.

Getting started

The **Data files** folder in your user area contains all the files you need for this test.

These are:

- ResponsesJunL2

- ImagesJunL2

- MealsJunL2

- FoodJunL2

Mark allocation

The marks for the test will be allocated as follows:

Section A	Task 1	6 marks
	Task 2	18 marks
	Task 3	18 marks
Section B	Task 4	4 marks
	Task 5	4 marks
	Total	**50 marks**

Complete ALL tasks.

Section B covers Tasks 2–5 in the test.

Section A

You may use the internet for this section only.

Task 1 – Italian food

Massimo needs information about Italian food.

Open the document **ResponsesJunL2**.

Enter your name, candidate number and centre number.

Use an internet search engine to find information about Italian food.

(a) Find the price of a main course dish in an Italian restaurant in Leeds.

Take a screen shot of the search engine showing the criteria you used in the search.

Paste the screen shot in to **ResponsesJunL2**.

Complete the table in **ResponsesJunL2** showing the name of the main course and its price.

(3)

(b) Find three images of Italian food.

Paste the images and the website addresses in **ResponsesJunL2**.

Resave the file **ResponsesJunL2** for use in **Section B**, **Task 3**.

(3)

> *Evidence*
>
> *A printout of the document **ResponsesJunL2**.*
>
> *Make sure your name, candidate number and centre number are on the printout.*

(Total for Task 1 = 6 marks)

TOTAL FOR SECTION A = 6 MARKS

You must not use the internet for the rest of the test.

Section B

You must not use the internet from this point onwards.

Task 2 – Food costs

Massimo wants to calculate the profits for the restaurant.

The file **MealsJunL2** contains some test data.

(a) Open **MealsJunL2**.

Enter your name, candidate number and centre number in the footer.

Format the spreadsheet so that it is clear and easy to understand.

(4)

(b) Sort the data in ascending order of Menu item.

(2)

(c) (i) Calculate the profit margin for each item.

(Hint: Profit margin = Charge to customer – Cost price)

(2)

(ii) Calculate the total profit for each item.

(Hint: Total profit = Profit margin x Quantity sold)

(2)

> *Evidence*
>
> *A printout of your spreadsheet showing all the **data**.*
>
> *A printout of your spreadsheet showing the **formulae** you used.*
>
> *Remember*
>
> *Insert your name, candidate number and centre number on each printout.*
>
> *Resave the file.*

(d) Massimo wants the details of Italian main course dishes.

Filter the data so that only the required records are shown.

(2)

> **Evidence**
>
> *A printout of your spreadsheet showing **only** the required records.*
>
> **Remember**
>
> *Insert your name, candidate number and centre number on each printout.*
>
> *Resave the file.*

(e) Massimo wants to find out which Italian main course dish makes the most profit.

Create a pie chart to display the profit for each Italian main course dish.

Display the percentage for each dish on the chart.

(6)

> **Evidence**
>
> *A printout of your chart.*
>
> **Remember**
>
> *Insert your name, candidate number and centre number on the printout.*
>
> *Save the chart.*

(Total for Task 2 = 18 marks)

Task 3 – Create a menu for the new restaurant

Massimo needs a menu for the new restaurant in Outwood.

Create a menu which must include:

- no more than three items each for:

  - Starter

  - Main

  - Dessert

  including:

  - the menu item you found in **Section A**, **Task 1**

  - the most profitable Italian main course item and price from **Section B, Task 2**

  - menu items selected from **FoodJunL2**

- the company logo from **ImagesJunL2**

- the restaurant details from **FoodJunL2**

- the images you found in **Section A**, **Task 1**

The menu must be:

- no more than 1 side of A4

- clear and easy to read

- suitable for use by restaurant customers

Enter your name, candidate number and centre number in the footer.

Save the menu with a meaningful file name.

(18)

> **Evidence**
>
> *A printout of your menu.*
>
> **Remember**
>
> *Insert your name, candidate number and centre number on the printout.*

(Total for Task 3 = 18 marks)

Task 4 – Email your menu

*You must **not** use the internet for this task.*

Massimo needs to check your menu.

Prepare an email to Massimo attaching a copy of your menu.

Ask him for his comments about your menu design.

His email address is m.garrafa@zanipoloLS313LZ.co.uk

Produce a screen shot showing the email you have prepared.

(4)

Evidence

A printout of the screen shot showing your email.

Make sure it shows the email address, the subject, the message and the attachment.

Remember

Insert your name, candidate number and centre number on the printout.

(Total for Task 4 = 4 marks)

Task 5 – Using ICT

(a) Answer this question in the space provided in the file **ResponsesJunL2**.

Open the file **ResponsesJunL2**.

The menu you have created uses images from the internet.

Massimo must not break the law.

What must he do before printing the menus so that he does not break the law?

(2)

> **Evidence**
>
> A printout of **ResponsesJunL2**.
>
> **Remember**
>
> Resave the file.

(b) Create a new folder for files created and edited during this test.

Move the spreadsheet and the menu into the new folder.

Produce a screen shot showing your files stored in the new folder.

(2)

> **Evidence**
>
> A printout of your screen shot showing the files in the new folder. Make sure the folder name and file names can be clearly seen.
>
> **Remember**
>
> Insert your name, candidate number and centre number on the printout.
>
> Save your work.

(Total for Task 5 = 4 marks)

TOTAL FOR SECTION B = 44 MARKS
TOTAL FOR TEST = 50 MARKS