

# Edexcel Functional Skills

## Information and Communication Technology Level 2

21–25 March 2011

**Time: 2 hours**

Paper Reference

**FST02/01**

### You must have:

- ResponsesMarL2
- CaloriesL2
- HealthL2
- ImagesMarL2
- LetterMarL2
- 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 ►

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## Background

*Healthy Heart* is a charitable organisation that promotes healthy lifestyles in people of all ages.

Your task is to help promote healthy living by:

- gathering information about calorie intake
- analysing calories burned by different activities
- producing a leaflet that promotes a healthy diet and the benefits of exercise.

## Getting started

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

These are:

- ResponsesMarL2
- CaloriesL2
- HealthL2
- ImagesMarL2
- LetterMarL2

## Mark allocation

The marks for the test will be allocated as follows.

<b>Section A</b>	<b>Task 1</b>	6 marks
<b>Section B</b>	<b>Task 2</b>	18 marks
	<b>Task 3</b>	18 marks
	<b>Task 4</b>	4 marks
	<b>Task 5</b>	4 marks
<b>Total</b>		<b>50 marks</b>

**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 – Daily calorie intake

The *Healthy Heart* organisation provides information to individuals to help them follow a healthy lifestyle.

Open the document **ResponsesMarL2**.

Enter your name, candidate number and centre number.

Use the internet to find out information to use in your leaflet.

Find the **UK Government's** recommended daily calorie intake for the following groups of people:

- adult males
- adult females

Save all this information for use in **Section B, Task 3**.

List the website(s) you used to find this information in **ResponsesMarL2**.

Resave the file **ResponsesMarL2**. You will need this file again in **Task 5**.

(6)

#### **Evidence**

*A printout of the document **ResponsesMarL2**.*

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(Total for Task 1 = 6 marks)

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**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 – Calories burned

The number of calories burned is a measure of how much energy people use when they exercise.

**The CaloriesL2** file contains details of the calories burned when exercising for 30 minutes.

(a) Open the **CaloriesL2** file.

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

Calculate the number of calories burned per minute for each activity.

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

(4)

(b) The activities are rated.

Activities that burn 10 or more calories per minute are rated as 'High'.

Activities that burn less than 10 calories per minute are rated as 'Medium'.

Use the functions of the spreadsheet to automatically enter this information in the column headed **Rating**.

(3)

(c) People are advised to exercise for three 45 minute sessions a week.

Use the spreadsheet to calculate the maximum number of calories that could be burned if someone took part in a different activity each session.

Show your results clearly on the spreadsheet.

(5)

### **Evidence**

*A printout of your spreadsheet showing the **data**.*

*A printout of your spreadsheet showing the **formulae** you used.*

### **Remember**

*Insert your name, candidate number and centre number on both printouts.*

*Resave the file.*

(d) Create a suitable chart showing the calories burned for each activity in a 45 minute session.

The chart must be clear and easy to read.

(6)

**Evidence**

*A printout of your chart.*

**Remember**

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

*Save the chart.*

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**(Total for Task 2 = 18 marks)**

### Task 3 – Promoting a healthy lifestyle

The *Healthy Heart* campaign needs a leaflet to promote a healthy diet and the benefits of exercise.

Produce a leaflet aimed at adults.

The leaflet should include:

- information about healthy eating and exercise (selected from the file **HealthL2**)
- the recommended calorie intakes (using the information you found on the internet in **Section A, Task 1**)
- suitable image(s) (selected from **ImagesMarL2**)
- appropriate information selected from the spreadsheet in **Section B, Task 2**.

The leaflet must be:

- no more than two sides of A4
- clear and easy to read
- fit for purpose and audience.

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

Save the leaflet using a meaningful file name.

(18)

#### **Evidence**

*A printout of your leaflet.*

#### **Remember**

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

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**(Total for Task 3 = 18 marks)**

#### **Task 4 – Send your leaflet**

Jack Session is the *Healthy Heart* campaign manager. He wants to see a copy of your leaflet.

You need to produce a letter to send with your leaflet.

The letter has been started for you.

Open the file **LetterMarL2**.

Complete the letter.

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

Resave the letter.

(4)

#### **Evidence**

*A printout of your letter.*

#### **Remember**

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

**(Total for Task 4 = 4 marks)**

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### Task 5 – Using ICT

Jack wants to work with you to improve the leaflet.

Open the file **ResponsesMarL2**, complete **Section B**.

(a) Describe **one** way of using the internet to work collaboratively with Jack. (2)

Viruses can be a problem when working collaboratively on the internet.

(b) Explain how you can minimise the risk of computer viruses. (2)

#### **Evidence**

*A printout of the document **ResponsesMarL2**.*

#### **Remember**

*Resave the file.*

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**(Total for Task 5 = 4 marks)**

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