

Candidate Name	Centre Number	Candidate Number
		0



General Certificate of Secondary Education

631/01

**GCSE
APPLIED INFORMATION AND
COMMUNICATION
TECHNOLOGY
(DOUBLE AWARD)**

A.M. THURSDAY, 17 January 2008
(2 Hours)

Examiner's Use Only	
Total Mark	

ADDITIONAL MATERIALS

Resource Material for use with Question 7.

INSTRUCTIONS TO CANDIDATES

Write your name, centre number and candidate number in the spaces at the top of this page.

Answer **all** questions.

Write your answers in the spaces provided in this booklet. Where the space is not sufficient for your answer, continue the answer at the back of the book, taking care to number the continuation correctly.

INFORMATION FOR CANDIDATES

The number of marks is given in brackets at the end of each question or part-question.

No certificate will be awarded to a candidate detected in any unfair practice during the examination.

Answer **all** questions in the spaces provided.

Questions in this paper are based on the context of 'David Film Rentals'.

1. David Film Rentals use multimedia presentations when training new staff.

(a) Tick **one** box to show which *feature* is **best** to complete the following tasks:

[6]

(i) Make a graphic flash once as it appears on the screen.

Animation

Hotspot

Alliteration

Action button

(ii) Make the presentation repeat itself until manually stopped.

Repeat

Loop

Run

Timing

(iii) Move to another slide by clicking on a graphic.

Hotpoint

Hotspot

Slide transition

Animation

(iv) Create a checkerboard effect when changing slides.

Animation

Check digit

Slide transition

Hyperlink

(v) Print 3 slides to the page with lines for staff to make notes.

- Print slides
- Print notes
- Print lines
- Print handouts

(vi) Choose a preset format that will apply to all the slides.

- Slide background
- Slide transition
- Animation scheme
- Design template

(b) Part of *David Film Rentals* training is about standard ways of working when using computers. Give **three different** potential health problems related to computer use, and give a *different* method of prevention for each of them. [6]

Potential health problem 1:

Method of prevention:

.....

Potential health problem 2:

Method of prevention:

.....

Potential health problem 3:

Method of prevention:

.....

2. *David Film Rentals* keep their information on a computer database. Part of the film table is shown below.

Film No.	Title	Type of Film	Also VHS copy	Stock	Rental
12539	Chamber of Secrets	Family	<input type="checkbox"/>	12	£4.50
14889	Everyone's Hero	Comedy	<input type="checkbox"/>	8	£3.50
12966	Philosopher's Stone	Family	<input type="checkbox"/>	10	£4.50
11875	Pirates of the Caribbean	Action	<input checked="" type="checkbox"/>	12	£4.50
16262	Rank	Documentary	<input type="checkbox"/>	1	£3.00
18005	Room	Thriller	<input checked="" type="checkbox"/>	3	£3.50
18554	Snakes on a Plane	Thriller	<input type="checkbox"/>	2	£3.50
14458	Strangers with Candy	Comedy	<input type="checkbox"/>	3	£4.50
11685	Superman Returns	Action	<input type="checkbox"/>	8	£4.50
12543	The Lion King	Family	<input checked="" type="checkbox"/>	6	£3.50
14757	The Motel	Comedy	<input checked="" type="checkbox"/>	4	£4.50
11932	The Terminator	Action	<input checked="" type="checkbox"/>	6	£3.00

- (a) State the **number** of *records* shown in this table. [1]
- (b) State why *David Film Rentals* would **add** a record to this table. [1]
-
- (c) State the **number** of *fields* shown in this table. [1]
- (d) State **one** reason why *David Film Rentals* would **add** a field to this table. [1]
-
- (e) State the *key field*. [1]
- (f) State the *purpose* of the key field. [1]
-
- (g) State which *field* has been sorted into *ascending order*. [1]

(h) State **four** data types used in this table. [4]

- 1. 2.
- 3. 4.

(i) The manager of *David Film Rentals* wants a list of thrillers. Write down the *field* and *criteria* that would find **only** these records. [1]

.....

(j) The manager of *David Film Rentals* wants a list of DVDs costing less than £3.50. Write down the *field* and *criteria* that would find **only** these records. [1]

.....

(k) The manager of *David Film Rentals* wants a list of family films with more than 6 copies. Write down the *fields*, *criteria* and *logical operators* that would find **only** these records. [3]

.....

.....

.....

(l) The film number is *coded data*.
This data relates to another field in the table.

(i) State the *field* to which this code relates. [1]

.....

(ii) State **two** advantages of using *coded data*. [2]

Advantage 1:

.....

Advantage 2:

.....

(m) The table opposite forms part of a *relational database*. Suggest **two** other tables that would be likely to be contained in this relational database. [2]

Table 1:

Table 2:

(n) State **one** advantage of using a *relational database* rather than a *flat-bed database*. [1]

.....

3. The monthly office costs for *David Film Rentals* are shown below.

	A	B	C	D	E	F
1	JANUARY					
2		Cost £	VAT £	Total Cost £		
3	<i>Office Costs</i>				VAT	17.50%
4	Rent	400.00		400.00		
5	Stationery	200.00	35.00	235.00		
6	Electricity	60.00		60.00		
7	Telephone	290.00		290.00		
8	Other	50.00	8.75	58.75		
9	Total Office Costs	£1,000.00	£43.75	£1,043.75		
10	<i>Staff Costs</i>					
11	Salaries	2400.00		2400.00		
12	Training	200.00		200.00	Total Monthly Costs	£4,184.25
13	Total Staff Costs	£2,600.00		2,600.00		
14	<i>Stock</i>					
15	DVDs	420.00	73.50	493.50		
16	Collectors' items	40.00	7.00	47.00		
17	Total New Stock	£460.00	£80.50	£540.50		

(a) Give **four data types** used in the above accounts. [4]

1. 2.
3. 4.

(b) Give **three formatting features** used in the range A1:F1. [3]

1.
2.
3.

(c) Apart from the features used in the range A1:F1, give **five other different formatting features** that have been used in these accounts. [5]

(i)

(ii)

(iii)

(iv)

(v)

(d) Tick **two** of the following formulas that could have been used to calculate the *Total Office Costs* shown in cell B9. [2]

(i) =SUM(B4+B8)

(ii) =B4+B5+B6+B7+B8

(iii) =B4:B8

(iv) =SUM(B4:B8)

(e) (i) State the purpose of using an absolute reference. [1]

.....

(ii) The formula used in cell C15 to calculate the VAT for DVDs is = B15*\$F\$3. Give a suitable formula to calculate the VAT for *Collectors' items*. [1]

.....

(f) Give a suitable formula to find the Total Cost of *Stationery*. [1]

.....

(g) Give a suitable formula to find the *Total Monthly Costs*. [1]

.....

(h) Give **two** advantages of using a spreadsheet to calculate company accounts. [2]

Advantage 1:

.....

Advantage 2:

.....

4. *David Film Rentals* are sometimes emailed photographs as attachments.

(a) Give a definition of an *attachment*.

[1]

.....

.....

(b) *David Film Rentals* are allowed to manipulate and enhance these photographs. Using words from the list below, complete the table to match the correct software feature to the purpose described. [5]

Flip **Watercolour** **Rotate** **Crop** **Sharpen**

	Purpose	Feature
(i)	Removes an unwanted part of the image	
(ii)	Creates a mirror image of an object	
(iii)	Turns the image around on an angle	
(iv)	Increases the difference between adjacent grey values	
(v)	Makes the graphic transparent or very pale as a background	

5. *David Film Rentals* have to respect legislation regarding computer use.

(a) *David Film Rentals* are not allowed by law to copy DVDs and rent the copies to customers. State the legislation (Act) that prevents them from doing this. [1]

.....

(b) Give **two other** pieces of computer related legislation (Acts) that affect computer use, and give the main *purpose* for each.

Computer legislation 1: [1]

Purpose: [1]

.....

Computer legislation 2: [1]

Purpose: [1]

.....

When answering the following questions, you should refer to the ‘David Film Rentals’ documents in your Resource Material.

7. (a) Name the **three** types of document shown in the Resource Material **and state the purpose** of each one.

Document 1

Name: [1]

Purpose: [1]

Document 2

Name: [1]

Purpose: [1]

Document 3

Name: [1]

Purpose: [1]

- (b) *David Film Rentals* use a distinctive company logo on their documents. **State the purpose** of a logo. [1]

.....

- (c) Give **one** formatting feature that has been used in **Document 2** but has **not been used** in **Document 1**. [1]

.....

- (d) Give **six** formatting features used in **Document 3** that have not been used in **Document 1** or **Document 2**. [6]

Feature 1:

Feature 2:

Feature 3:

Feature 4:

Feature 5:

Feature 6:

- (e) *David Film Rentals* often use mail merge when writing to customers. **Explain** what you understand by *mail merge*. [2]

.....

.....

.....

- (f) *David Film Rentals* use many types of business documents. Using words from the list below complete the table to match the correct business document to the purposes given. [5]

Agenda Invoice Minutes Memo Report

	Purpose	Document
(i)	Provides a template for a handwritten message to be passed within the company	
(ii)	A list of items outlining what is to be covered in a meeting, so people can prepare in advance	
(iii)	A detailed account of what has been said in a meeting and what was agreed	
(iv)	A formal document giving feedback on research undertaken and recommendations	
(v)	A demand for payment with details with a breakdown of price and terms of purchase	

(g) **Name two other** business documents that *David Film Rentals* might use **and** give the purpose for each.

Document 1: [1]

Purpose: [1]

.....

Document 2: [1]

Purpose: [1]

.....

