UNIVERSITY OF CAMBRIDGE INTERNATIONAL EXAMINATIONS
International General Certificate of Secondary Education

INFORMATION TECHNOLOGY   **0418/03**

Paper 3 Practical Test

October/November 2006

2 hours 45 minutes

Additional Materials: Candidate Source Files

READ THESE INSTRUCTIONS FIRST

Make sure that your **Centre number**, **candidate number** and **name** are clearly visible on every printout, before it is sent to the printer. Printouts with handwritten information will not be marked.

Carry out **every** instruction in each task.

Tasks are numbered on the left hand side of the page, so that you can see what to do, step by step. On the right hand side of the page for each task, you will find a box which you can tick (✓) when you have completed the task; this checklist will help you track your progress through the assignment.

Before each printout you should proof-read the document to make sure that you have followed all instructions carefully.

At the end of the assignment put **all** your printouts into the Assessment Record Folder.

This document consists of **10** printed pages.

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UNIVERSITY *of* CAMBRIDGE
International Examinations

[Turn over

DATA ANALYSIS

You work for a electrical goods retail company called Dygitell. Your manager has asked you to calculate the current stock position for stock items.

All currency values should be in dollars with the $ sign visible.

1   Create a data model which looks like this: ✓ ☐   **12.1.1**

Information Table		
Manager's Discount	M	.06
Clearance Discount	C	.03
Number of sales		
Kitchen		
Household		

Date	Product	Offer	Type	Price	Discount	Value
15/02/06						
24/03/06						
09/04/06						
27/04/06						
30/05/06						
08/06/06						
21/07/06						
21/07/06						
26/07/06						
01/08/06						
14/08/06						
25/08/06						

The cells in these columns will represent:

Date	Date of product in stock (shown above in dd/mm/yyyy format, you may use mm/dd/yyyy if you prefer)
Product	The type of product
Offer	The type of discount to be applied to the product
Type	The type of product on sale
Price	The price of the product before discount
Discount	The value is taken away from the Price based on the Offer. If the Offer is M, then the discount is 6%. If the Offer is C then the discount is 3%.
Value	The price each item is sold at, after taking off the discount

Information Table

Manager's Discount	The percentage discount to be taken away from the product if the Offer equals M
Clearance Discount	The percentage discount to be taken away from the product if the Offer equals C
Number of sales	Count of the number of items.

		✓	
2	In the *Information Table* name the cell that holds the data *0.06* **six** Name the cell that holds the data *0.03* **three** These named cells will be used to calculate the *Discount*	☐	**12.1.5**
3	In the main table in the cell under *Discount*, enter a formula using IF. This formula calculates the discount on the first item. If the *Offer* equals **M** then multiply the *Price* by the named cell **six** to calculate the *Discount* If the *Offer* equals **C** then multiply the *Price* by the named cell **three** to calculate the *Discount*	☐	**12.1.4**
4	In the main table in the cell under *Value* enter a formula which takes away the *Discount* from the *Price*	☐	**12.1.3**
5	In the *Information Table* format the cells containing the data 0.06 and 0.03 to display the % value with 0 decimal places (for example 6%).	☐	**14.1.1**
6	In the *Information Table* use COUNTIF to count the number of products where the *Type* is **Kitchen**. Place the result in the cell to the right of the heading *Kitchen*. In the *Information Table* use COUNTIF to count the number of products where the *Type* is **Household**. Place the result in the cell to the right of the heading *Household*.	☐	**12.1.4**
7	Format the cells in the *Date* column to give the month in word format, (for example February 02, 2006 or 02.Feb 2006).	☐	**14.1.1**
8	Format the cells in the *Price*, *Discount*, and *Value* columns to display the *$* sign (dollar) with 2 decimal places.	☐	**14.1.1**
9	Copy down all formulae entered in steps 3 and 4 so that 12 rows of data can be entered.	☐	**12.1.1**
10	Set your page orientation to landscape.	☐	**14.3.1**
11	Save the data model and print a copy of the sheet showing the formulae used. Make sure that the contents of all cells are visible and that the printout fits onto a single printed page.	☐	**15.1.1** **14.2.1**

✓

12 Enter the following data into the model to test that it works correctly: ☐ **12.1.2**
12.2.1

Date	Product	Offer	Type	Price
15-Feb-2006	Washer	M	Kitchen	350
24-Mar-2006	Iron	M	Kitchen	25
9-Apr-2006	Television	C	Household	1050
27-Apr-2006	Dryer	C	Kitchen	150
30-May-2006	Kettle	C	Kitchen	15
8-Jun-2006	Radio	C	Household	34
21-Jul-2006	Washer	M	Kitchen	550
21-Jul-2006	Oven	M	Kitchen	650
26-Jul-2006	Washer	C	Kitchen	421
1-Aug-2006	Television	C	Household	624
14-Aug-2006	Radio	C	Household	28.50
25-Aug-2006	Television	M	Household	624

13 Save this data and print a copy showing the values. Make sure that the contents of all cells are visible and that the printout fits onto a single printed page. ☐ **15.1.1**
14.2.1

14 Produce a printout from all the data showing only the rows where the *Type* is *Kitchen* ☐ **13.1.1**
15.1.1

15 Produce a printout from all the data showing only the rows where the *Date* is before *1 July 2006* and the *Value* is less than *30* ☐ **13.1.1**
**15.1.1**

WEBSITE AUTHORING

Your manager has asked you to prepare web pages for an educational organisation called The College. These pages will give information about the college and its courses.

✓

16	Download the following files from http://www.hothouse-design.co.uk/2006weba to your own work area:	☐	**16.1.1** **16.2.1**

SWAA6FLX.HTM
SWAA6INT.HTM
SWAA6MEN.TXT
SWAA6HOMJPG
SWAA6ICO.JPG
SWAA6FLX.JPG

17	Using a suitable software package, prepare the following styles for use within all pages on this website:	☐	**17.1.1** **17.1.2** **17.1.3**

- H1 – black, serif font (e.g. Times New Roman), largest (e.g. **45** point), bold, centred
- H2 – bright blue, sans-serif (e.g. Arial), bold, italic, smaller (e.g. **18** point), left aligned
- H3 – dark blue, sans-serif (e.g. Arial), smallest (e.g. **14** point), left aligned

Save the stylesheet and attach it to each web page as you create it.

Make sure the stylesheet will work in any web browser

18	Print a copy of the stylesheet that is to be attached to each page as html source code. Make sure your name is printed on this printout.	☐	**21.1**

19	Using a suitable software package, create a new homepage **COLHOME.HTM** This page will have a heading at the top, menu options on the left and a text/graphics area on the right. It should look like this:	☐	**18.1.1**
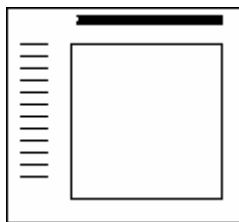
20	Enter the heading **THE COLLEGE** as style H1.	☐	**17.1.4**

21	Place the contents of **SWAA6MEN.TXT** down the left side of the page to create the menu options in style H2.	☐	**18.1.2** **17.1.4**

22	Create a hyperlink for the item *Flexible learning* to point to the file **SWAA6FLX.HTM** which should open in a new window called **EXTERNAL**	☐	**18.2.1** **18.2.2**

Note that the web page which you have linked to is not yet complete.

✓

23   In the text/graphics area on the right, create a table which has 6 rows and 2 columns,

☐ **19.1.1**

A	
B	C
D	E
F	G
H	I
J	K

24   Merge the top two cells of the table as shown **A.**

☐ **19.1.3**

25   Set a **6** point border for the table.

☐ **19.1.2**

26   Use the contents of the file **SWAA6INT.HTM:**

☐ **17.1.4**

- place the heading *Business/IT* into cell **B** and format this as style H2
- place the text which starts *the courses offered here are: Administration*...into cell **C** and format this as style H3
- place the heading *Catering* into cell **D** and format this as style H2
- place the text which starts *The courses offered here are: Accommodation …*into cell **E** and format this as style H3
- place the heading *Art & Design* into cell **F** and format this as style H2
- place the text which starts *The courses offered here are: Art & Design…*into cell **G** and format this as style H3
- place the heading *Science* into cell **H** and format this as style H2
- place the text which starts *The courses offered here are: Animal Care…*into cell **I** and format this as style H3
- place the heading *Technology* into cell **J** and format this as style H2
- place the text which starts *The courses offered here are: Brickwork…*into cell **K** and format this as style H3

27   Import the image **SWAA6HOM.JPG** and place it in the merged cell **A.** Set the height to **150** pixels.

Do not maintain the aspect ratio. Make sure that the whole image is visible.

☐ **20.1.1**
20.1.2
20.2.1

28   Make sure that you have attached the stylesheet to this page and save it as **COLHOME.HTM**

Print this page as it is viewed in your browser. Print a copy of the HTML source.

☐ **17.1.4**
21.1.1

29   Open the file **SWAA6ICO.JPG** in a suitable application. Change its size to **35** pixels wide and maintain the aspect ratio. Ensure that the colour depth is **256** colours (**8** bit colour) and save the file as **SWAA6ICO.GIF**

☐ **20.2.1**
20.2.2

30   Open the file **SWAA6FLX.HTM**
Import the image **SWAA6FLX.JPG** to the right cell of the table.
Place this image to the right of the text.

☐ **20.1.1**
20.1.2

✓

31 Replace the text *click here* (at the bottom of the page) with the image **SWAA6ICO.GIF** ☐ **18.2.1**
18.2.2
20.1.1

Make this a link (in the same window) to the file **COLHOME.HTM**

32 Make sure that you have attached the stylesheet to this page and save it as **SWAA6FLX.HTM** ☐ **17.1.4**
21.1.1

Print this page as it is viewed in your browser. Print a copy of the HTML source.

PRESENTATION AUTHORING

Your manager has asked you to set up a presentation for an electrical goods company called Electry.

The medium for delivery will be a multimedia projector. Presenter notes need to be produced with the slides.

✓

33	Set up a new presentation consisting of **3** slides. The slide master must have a very light green background and your name and today's date in small black font placed in the top right corner. It must also contain clipart of an item of electrical equipment for the kitchen as a logo placed in the bottom right corner.	☐	**22.1.1** **22.3.1**

The logo must be resized so that it will not overlay any text or graphics on any slide.

Include the slide number in the centre of the footer.

34 Set the following styles of text throughout the entire presentation: ☐ **22.1.1**

Heading: Dark green, right aligned, large font (between **50** and **72** point)

Subheading:
Bright green, centre aligned, medium font (between **36** and **46** point)

Bulleted list:
Bright green, left aligned, small font (between **16** and **32** point). Use a bullet of your choice.

On the first slide:

35 Enter the heading **Electry** ☐ **22.2.1**

36 Enter the subheading **Suppliers of quality white goods** below the heading. ☐ **22.2.1**

37 Add the following presenter notes to this slide: ☐ **22.2.1**

Introduce yourself and your role within the company.

On the second slide:

✓

38 Enter the heading **Price of larger white goods** in the same style as the first slide. ☐ **22.2.1**

39 Enter the following bulleted list on the right side of the slide. ☐ **22.2.1**

> ➢ **Freezer**
> ➢ **Fridge**
> ➢ **Fridge/Freezer**
> ➢ **Oven**
> ➢ **Tumble Dryer**
> ➢ **Washing Machine**

40 Create a pie chart from the following data: ☐ **22.3.2**

White goods	$
Freezer	127.99
Fridge	205.99
Fridge/Freezer	498.99
Oven	589.99
Tumble Dryer	185.99
Washing Machine	404.99

Place the chart on the left side of the slide. Make sure that you include a legend.

Each slice must show the currency value in $ (dollars) to **0** decimal places.

41 Add a thick dark green vertical line between the bulleted list and the chart. ☐ **22.3.3**

42 The bullets should be set to appear one at a time. ☐ **23.2.1**

43 Add the following presenter notes to this slide: ☐ **22.2.1**

Our range of white goods excels. Visit our website www.electry.com

On the third slide:

✓

44   Enter the heading **Our warranty** in the same style as the first slide.   ☐   **22.2.1**

45   Enter the following bulleted list on the left side of the slide: ☐   **22.2.1**

> ➢   **20 days return if not completely satisfied**
> ➢   **Free delivery within a radius of 20 miles**
> ➢   **Free removal of old goods on delivery of new**

46   Place a different clipart image showing an item of electrical equipment for a kitchen. Place this to the right of the bulleted list.   ☐   **22.3.1**

47   Add the following presenter notes to this slide: ☐   **22.2.1**

Outside a radius of 20 miles we only charge a small fee, for example $5 per 10 miles.

Visit our showroom or our website and take advantage of our low prices.

For the whole presentation:

48   Use the same transitional effect between each slide.   ☐   **23.1.1**

49   Use the same animation effect on the title of each slide.   ☐   **23.2.1**

50   Save the presentation using a new filename. Print the presentation showing all presenter notes.   ☐   **24.1.1**

(Please note – your tutor will need to assess the transitions and animations before sending in your work.)

After the examination time

On your html printout highlight those portions of the code which show that:

The external stylesheet is attached to each webpage
The table borders are set to 6 point
SWAA6HOM.JPG is resized to 150 pixels high
The hyperlink from **Flexible Learning** opens **SWAA6FLX.HTM** in a new window called **EXTERNAL**
SWAA6ICO.JPG has been changed to .gif format
SWAA6ICO.GIF is resized to 35 pixels
SWAA6ICO.GIF hyperlinks to **COLHOME.HTM**