UNIVERSITY OF CAMBRIDGE INTERNATIONAL EXAMINATIONS
General Certificate of Education
Advanced Subsidiary Level and Advanced Level

CANDIDATE
NAME

CENTRE
NUMBER

CANDIDATE
NUMBER

APPLIED INFORMATION AND COMMUNICATION TECHNOLOGY **9713/02**

Paper 2 Practical Test **October/November 2011**

2 hours 30 minutes

Additional Materials: Candidate Source Files

READ THESE INSTRUCTIONS FIRST

Make sure that your **Centre number**, **candidate number** and **name** are written at the top of this page and are clearly visible on every printout, before it is sent to the printer.

DO **NOT** WRITE IN ANY BARCODES.

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

At the end of the exam put this **Question Paper** and **all** your printouts into the Assessment Record Folder.

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

Any businesses described in this paper are entirely fictitious.

This document consists of **4** printed pages.

UNIVERSITY of CAMBRIDGE
International Examinations

[Turn over

You work as an ICT consultant for RockICT who produce and sell music. You are going to manipulate and extract information regarding the artists and their music.

1   You are required to provide evidence of your work, including screen shots at various stages. Each screen shot should clearly show the relevant evidence. Create a document named:

CentreNumber_CandidateNumber_Evidence.rtf

e.g. ZZ999_99_Evidence.rtf

Place your name, Centre number and candidate number in the header of your evidence document.

2   Using a suitable software package, open the file **N11PODCAST.CSV**

This contains the planning for a 30 minute podcast of music by the band Lyryx.

Examine this data carefully. In cells B11 to B20 are the *Track Codes* for the music tracks that will be included in the podcast. Each *Track Code* has 5 parts:

- The first 3 characters are the code for the name of the artist/band

- The next 2 digits are the album number for this artist/band. For example: If this contains 03 it is the third album that this artist/band has produced.

- The next 2 digits are the track number within this album. For example: If this contains 05 it is the fifth track on the album.

- The next character contains the type of track. It could contain the following codes:
  - B   Ballad
  - E   Easy listening
  - I   Instrumental
  - M   Metal
  - R   Rock

- The final character contains a code for the studio where the album was recorded.

3   Insert a header that has the text **Podcast planning grid for Lyryx** left aligned and your candidate name, Centre number and candidate number right aligned.   [3]

4   Delete rows 1 and 2 from this spreadsheet.   [1]

5   Merge cells E1 and F1.   [1]

6   Merge cells G1 and H1.   [1]

7   Make all cells in rows 1 and 2 centre aligned, italic and bold.   [3]

8   In cell C9 place a formula that will look up the *Name* of the album from the file **N11TRACKS.CSV**

Hint: This should return the album name 'Lyryx III'. You may add extra columns.   [12]

9   In cell D9 place a formula that will look up the *Title* of the track from the file **N11TRACKS.CSV**

Hint: This should return the track title 'Crimean sun'. You may add extra columns.   [18]

10   Replicate the formulae added in steps 8 and 9 for rows 10 to 18 inclusive, so that the album names and track titles for all selected tracks are included.   [1]

11   Save the spreadsheet. Print in landscape orientation the contents of all columns except those containing minutes or seconds, ensuring that all formulae and labels are fully visible. Show row and column headings.   [5]

12   Sort the data into ascending order on the *Sequence* column.   [1]

The cells in the start time columns will show the number of minutes and seconds after the podcast at which the track starts. For example: If a track should start 79 seconds into the pod *the minutes column will contain 1 and the seconds column will contain 19.*

13 In the start time columns, enter formulae to calculate the start time for each track by adding the start time of the previous track and its duration. [11]

14 Replicate the formulae added in step 13 for rows 4 to 19 inclusive. You will need row 19 later. [1]

15 Save the spreadsheet. Print in landscape orientation the contents of only those columns containing minutes or seconds, ensuring that all formulae and labels are fully visible. Show row and column headings. [2]

16 Print the entire spreadsheet in portrait orientation showing the values, adjusting the page layout if necessary so that the whole table fits on a single page. Make sure that all gridlines and the contents of all cells are fully visible. [5]

17 Edit the header so that it has the text **Podcast planning grid for Lyryx – Version 2** left aligned and your candidate name, Centre number and candidate number right aligned. [1]

18 The podcast is longer than the time allowed. Change the track with the code *Lyr0408MR* to **Lyr0806MC** and change the running time for this track to 1 minute 50 seconds. [2]

19 Change the length of the *Plenary* so that the podcast lasts exactly 30 minutes. [1]

20 Print the entire spreadsheet in portrait orientation showing the values, adjusting the page layout if necessary so that the whole table fits on a single page. Make sure that the contents of all cells are fully visible.

21 Validate cell A22 so that you can only enter the characters B, E, I, M or R. Show evidence of the validation rule and the error message that you have created in your evidence document. [2]

22 Validate cell B22 so that you can only enter an integer between 1 and 10 (inclusive). Show evidence of the validation rule and the error message that you have created in your evidence document. [4]

23 Include in your evidence document a test table that looks like this:

Testing the data entered is valid:

Data chosen	Type of data	Expected outcome	Actual outcome
	Normal		
	Normal		
	Abnormal		
	Abnormal		
	Extreme		
	Extreme		

24 There are three types of data used to test data entry. Select six pieces of test data for the rating, two for each type. Carry out your tests and complete the table. If the actual outcome of the test is an error message, take a screen shot of that error message and place that in the correct cell of the table. [12]

25 Print your evidence document. Make sure that your name, Centre number and candidate number are clearly visible on each page.

RockICT have asked two different trainees to develop a webpage for the band Lyryx. The
audience will be teenage fans of rock music. They were given source files to help them crea
page. You will need to evaluate these web pages.

26 The files **N11LYRYX.PNG, N11SPECS.TXT** and **N11CONTENTS.TXT** were used to
create the two web pages which can be found at:

http://www.RockICT.net/Lyryx/site1

http://www.RockICT.net/Lyryx/site2

Examine these web pages. Produce for your manager a report of no more than 300
words, explaining, using examples, which of the web pages would be most suitable to
promote the band and why. The report should be in your own words. [12]

27 Set the page size to A4 and the orientation to landscape. Set all 4 margins to 2
centimetres. Each page should be split into 3 equal columns with a 2 centimetre space
between each. [4]

28 Insert a header which has an automated date and time on the left hand side and your
Centre number on the right hand side. Make sure that the header aligns with the
margins and appears on every page. [3]

29 Insert a footer which has your name on the left hand side, automated page numbering
in the centre and your candidate number on the right hand side. Make sure that the
footer aligns with the margins and appears on every page. [3]

30 Set a style for the header and footer which has a:

* size of 12 points
* serif font. [2]

31 Set a style for the body text which:

* has a size of 10 points
* has 1.5 line spacing
* has a sans-serif font
* is fully justified.

Format all the body text with the body style. [5]

32 Place the image **N11LYRYX.PNG** in the top half of the centre column of the first page.
The top of the image must align with the top of the other columns. Resize the image
so that it fits exactly within the column width. Ensure that the text wraps below the
image. Do not distort the image. [4]

33 Save the document using a new filename and print it.

Write today's date in the box below.

Date