## Document production - 2023 ICT IGCSE 0417

| 1. | June/2023/Paper_0417/13/No.11  Many books contain a gutter margin. |     |  |  |
|----|--|-----|--|--|
|    | Explain what is meant by a gutter margin.                          |     |  |  |
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|    |  |     |  |  |
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|    |  |     |  |  |
|    | Papacambildo   | [3] |  |  |
|    | ···  |     |  |  |

## 2. Nov/2023/Paper\_0417/11/No.12(a, b)

A student has produced some work for a school project. A page of the work is shown.

A Study of the English Wallaby

## The Problem

Wild wallabies (*Macropus rufogriseus*) continue to be reported across the whole of England. Despite the harsh winter conditions, these animals have flourished in recent years. Many people have contacted the police with reported sightings in gardens, quiet country lanes and even alongside busy motorways.

The original colony, thought to be the source of the English wallaby, was first reported in Derbyshire in England. These animals were believed to have been released in the 1940s from a private zoo. It is more likely that other private zoos and escapees from wallaby farms are to blame.

The Zoological Society of London keeps up-to-date records of private collections of wallables in England, and to date there are over 100 such collections.

Many people ask why it matters if these animals have escaped, as they are not dangerous. The problem is that the introduction of invasive, nonnative species can have substantial impacts on native species, and wallabies are no exception.

Fia. 12.1

| (a) | The student has placed a column break in his document. |   |
|-----|--|---|
|     | Explain the purpose of setting a column break.         |   |
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|     |  | Ľ |

|    | (b) | After running a spell check and proofreading his document the student notices that one word is still showing an error.                                 |
|----|-----|--|
|    |     | Explain why this word has caused an error and how the student could ensure that the error does not reappear when this word is used in future.          |
|    |     |  |
|    |     | [2]  |
| 3. |     | 2023/Paper_0417/12/No.12   |
|    |     | manager of a sports club is designing an online form for members to enter their personal ills. The form must be accessible to all members of the club. |
|    | (a) | State four characteristics of a good form design.  |
|    |     | 1  |
|    |     | 2  |
|    |     |  |
|    |     | 3  |
|    |     | 4  |
|    | (b) | [4]  |
|    | (D) | State <b>two</b> characteristics of good form design that would help users with visual impairment to enter their data.                                 |
|    |     |  |
|    |     |  |
|    |     | [2]  |

**4.** Nov/2023/Paper\_0417/13/No.2(a)

A student has created a document with images for her geography project.

(a) The layout of page one is portrait orientation. The student needs to set page two as landscape orientation. Before she can set the landscape orientation she needs to insert a break.

State the type of break that is needed.

