



Cambridge International Examinations
Cambridge International General Certificate of Secondary Education

CANDIDATE
NAME

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CENTRE
NUMBER

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CANDIDATE
NUMBER

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INFORMATION AND COMMUNICATION TECHNOLOGY

0417/21

Paper 2 Practical Test

May/June 2015

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. Printouts with handwritten information will **not** be marked.

DO **NOT** WRITE IN ANY BARCODES.

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

Steps are numbered on the left hand side of the page. On the right hand side of the page for each step, you will find a box which you can tick (✓) when you have completed it; this will help you track your progress through the test.

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

If you have produced rough copies of printouts, these should be neatly crossed through to indicate that they are **not** the copy to be marked.

This document consists of **8** printed pages.

You work for an organisation promoting coarse fishing in the UK. You are going to perform some tasks for this organisation.

✓

1 Open the Evidence Document called **J215EVIDENCE.RTF**

Make sure that your name, Centre number and candidate number will appear on every page of this document.

Save this document in your work area as **J215EVIDENCE** followed by your candidate number. For example, J215EVIDENCE9999

You will need this file later.

You are now going to edit an information sheet about coarse fishing.

2 Using a suitable software package, load the file **J215ANGLING.RTF**

3 Save this document with a new file name in your work area. Make sure it is saved in the format of the software you are using.

4 Set the:

- page size to A4
- orientation to portrait.

Place screenshot evidence of the page size in your Evidence Document.

5 Set the:

- top margin to **3.5** centimetres and bottom margin to **2** centimetres
- left and right margins to **1.5** centimetres.

Place screenshot evidence of this in your Evidence Document.

6 Place the image **J215LOGO.JPG** on the right in the header.

Resize the image to **2.5** centimetres high and maintain the aspect ratio.

Make sure the header is displayed on all pages and the image does not overlap any text.

7 Place in the footer:

- the automated file name and file path left aligned
- your name and candidate number right aligned.

Make sure the footer is displayed on all pages and alignments match the page margins.

8 At the start of the document enter the title **COARSE FISHING IN THE UK**

9 Make the title:

- right aligned
- font size **30** point
- bold.

10 Below the title, add a subtitle:

Beginners guide by: and add your name.



11 Make the subtitle:

- centre aligned
- font size **16** point
- italic and underlined with no other emphasis.

12 Set the title and subtitle to the same serif font.

13 Set all of the body text to:

- be fully justified
- font size **11** point
- a sans-serif font
- **single** line spacing.

14 Format the text from the subheading *Types of Angling* so that this subheading and all following text is displayed in two equally spaced columns with **2** centimetre spacing between the columns.

15 Identify all the subheadings (7) in the document and make them all:

- centre aligned
- underlined
- serif font
- font size **14** point.

16 Insert a table with **3** columns and **8** rows after the text ...*must have a rod licence*.

17 Enter the following data into the table:

ROD LICENCE PRICES		
	Freshwater fish	Salmon and sea trout
Full season	£27.00	£72.00
Seniors	£18.00	£48.00
Juniors (12 to 16)	£5.00	£5.00
Children under 12	Free	Free
8 day	£10.00	£23.00
1 day	£3.75	£8.00

18 Format the text in the table as body text.

19 Format the top row of the table to be:

- merged and centre aligned
- bold and underlined.

20 Format the second row of the table to be:

- italic
- right aligned
- headings wrapped – do not allow the words to split.

- ✓
- 21 Format rows 3 to 8 so that:
- the data is displayed on one line
 - the numbers are right aligned.
- 22 Format the table so the gridlines are **not** displayed when printed.
- 23 Make sure the table:
- fits within the column
 - has a single **11** point line space above and below.
- 24 Sort the list of freshwater fish from:
- Bream...*
- to*
- ...Tench*
- so it is displayed in alphabetical order.
- 25 Apply bullet points to this list.
- 26 Format the list so the bullet points are positioned **2** centimetres from the left margin.
- 27 Replace the word *regulations* with the word **rules** wherever it occurs.
- 28 Save the document with the same file name and format used in Step 3.

You are now going to prepare some reports. Make sure all currency values display the £ sign and are to two decimal places.



29 Using a suitable database package, import the file **J215VENUES.CSV**

Use the following field names and data types:

FIELD NAME	DATA TYPE	FORMAT
Venue_Name	Text	
Location	Text	
Telephone	Text	
Best_Fish	Text	
Day_Permit	Numeric	Currency
Season_Permit	Numeric	Currency
Acres	Numeric	
Depth	Numeric	
Date_Opened	Date	dd-mmm-yy
Night_Fishing	Boolean/Logical	Display as Yes/No

30 Place a screenshot showing the field names and data types used into your Evidence Document.

31 Insert the following three records:

<i>Venue_Name</i>	<i>Location</i>	<i>Telephone</i>	<i>Best_Fish</i>	<i>Day_Permit</i>	<i>Season_Permit</i>	<i>Acres</i>	<i>Depth</i>	<i>Date_Opened</i>	<i>Night_Fishing</i>
RIVER PIDDLE	DORSET	0929 550540	CARP	6.5	55.5	7.4	5	12/08/1999	Yes
MILEMEAD	DEVON	0822 610888	PIKE	7	115	5	4	04/08/1999	Yes
RIVER CULM	DEVON	0647 24566	PIKE	5	45	3	4	09/05/2000	Yes

32 Check your data entry for errors.

33 The venue named *RIVER CAMEL* in *CORNWALL* should not be listed. Delete this record from the database.

34 Save the data.



- 35 Produce a report from all the data which:
- contains a new field called **Week_Permit** which is calculated at run-time. This field will calculate the *Day_Permit* multiplied by **5**
 - has the *Week_Permit* field displayed as currency
 - shows only the records where:
 - the *Location* is **DEVON** or **CORNWALL** or **DORSET**
 - *Best_Fish* is **CARP** or **PIKE**
 - *Night_Fishing* is **Yes**
 - shows only the fields *Venue_Name*, *Location*, *Telephone*, *Night_Fishing*, *Date_Opened*, *Best_Fish*, *Day_Permit*, *Season_Permit* and *Week_Permit* in this order with data and labels displayed in full
 - fits on a single page
 - has a page orientation of landscape
 - includes the heading **West Country Venues** at the top of the page
 - has your name, Centre number and candidate number on the right at the top of the report.
- 36 Save and print this report.
- 37 Produce a report from all the data which:
- shows only the records where the *Location* is in **Oxon** or any part of **London** and the *Season_Permit* is £45.00 or more
 - shows only the fields *Location*, *Venue_Name*, *Best_Fish*, *Day_Permit* and *Season_Permit* in this order with data and labels displayed in full
 - sorts the data into ascending order of *Location* and then descending order of *Season_Permit*
 - fits on a single page wide
 - has a page orientation of portrait
 - calculates the average *Season_Permit*, positioned below the *Season_Permit* column and formatted as currency
 - has a label **Average cost** to the left of this average
 - includes the heading **Capital Season Tickets** at the top of the page
 - has your name, Centre number and candidate number at the bottom of the report.
- 38 Save and print this report.
- 39 Produce an extract from all the data which:
- selects only those records where:
 - the name of the venue contains the word **lake** or **pond**
 - *Day_Permit* costs **£4.50 or less**
 - the water is **less than 6** feet deep
 - shows only the fields *Location*, *Venue_Name* and *Day_Permit* in this order
 - sorts the data into ascending order of *Day_Permit*
- 40 Save this data in a form which can be imported into the document that you saved in step 28.



- 41 Import this data into your document as a table after the paragraph which ends: ...*starter venues include*:

Make sure that only the required field names and data are fully visible and that no words are split if the text is wrapped.

- 42 Spell-check and proof-read the document.

Make sure that:

- tables do not overlap two columns or pages
- lists are not split over two columns or pages
- there are no widows or orphans
- there are no blank pages
- there is a single 11 point line space after:
 - each paragraph of the body text
 - each subheading
 - the table
 - the database extract.

Make sure all formatting is consistent throughout your document.

- 43 Save the document using the same file name and format used in Step 28.

Print the document.

You are now going to create a short presentation.

- 44 Import the file **J215PRES.RTF** placing the text as slides in your presentation software.

Remove any blank slides.

(This should provide 5 slides)

- 45 The master slide must have:

- a plain white background
- the text **National Angling Month** in a black, italic, **48** point, serif font, aligned to the top right of the slide. Make sure the text does not wrap
- a **3 to 4** point horizontal line, across the width of the slide below the text *National Angling Month*
- an automatic date in the top left corner
- your name, Centre number and candidate number in a **10** point black serif font in the bottom right corner
- automatic slide numbers in the bottom left
- 1st level bullets formatted in a **20** point font, italic, with arrow shaped bullet style e.g. ➤

- 46 Change the layout of slide 1 to a Title Slide layout so it contains a title and subtitle centred on the slide.

47 Add the text:

Contact your local angling club for events in your area.

as presenter/speaker notes for the slide with the title *Family Events*

48 On the slide with the title *General Events* insert the image **J215FISH.JPG**

49 Place the image to the left of the bullet points and format it so that:

- it is **9** centimetres wide
- the aspect ratio is maintained.

50 Flip the image horizontally so that the red fish is nearest to the bullets.

51 Delete the slide with the title *A unique event to:*

52 Spell-check the presentation for errors.

Save the presentation.

53 Print the presentation with 4 slides to the page.

54 Print the slide with the title *Family Events* showing the presenter/speaker notes.

55 Save and print the Evidence Document.

Write today's date in the box below.

Date

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