

OXFORD CAMBRIDGE AND RSA EXAMINATIONS

**INFORMATION AND COMMUNICATION  
TECHNOLOGY**

**2377/02**

GCSE

UNIT 1 HIGHER TIER

Wednesday

**21 JANUARY 2004**

Morning

1 hour

Additional materials:

Answer sheet (MS4)

To be brought by candidate:

eraser

HB pencil

**TIME** 1 hour

**INSTRUCTIONS TO CANDIDATES**

**Do not open this booklet until you are told to do so.**

Write your name, Centre number and candidate number on the answer sheet in the spaces provided unless this has already been done for you.

There are **forty** questions in this paper. Attempt as many questions as possible. For each question there are four possible answers, **A, B, C** and **D**. Choose the **one** you consider correct and record your choice in **soft pencil** on the separate answer sheet.


**Read very carefully the instructions on the answer sheet.**

**INFORMATION FOR CANDIDATES**

Each correct answer will score one mark. A mark will not be deducted for a wrong answer.


Questions 1 to 6 are about this document.

**SPROCKET COLLEGE OF TECHNOLOGY**  
*James Watt Lane, Nutsford*



**Community Fun Day**  
**26th June**

Come and enjoy the fun of the fair at Sprocket College. We'll be having a Fun Day for the benefit of everyone in the area, and hoping to raise much needed funds for local charities.



Tombola  
Cake stall  
Pet competition  
Fun Olympics  
Barbecue  
Talent contest  
Refreshments  
Live music  
Rides

More information can be found using:  
**info@sprocketcollege.coz or www.sprocketcollege.coz**

Sprocket College Sprocket College Sprocket College Sprocket College Sprocket College  
Sprock College College  
Sprock College College  
Sprock College College  
Sprock College College  
Sprocket College Sprocket College Sprocket College Sprocket College Sprocket College

Labels: P points to the gears; Q points to the paragraph about the fun day; R points to the man in the tuxedo; S points to the footer text.

- 1 The image at P has been positioned
  - A by cropping the text
  - B in front of text
  - C using text wrap
  - D behind text
- 2 The paragraph at Q is formatted with a
  - A hanging indent
  - B first line indent
  - C left whole paragraph indent
  - D right whole paragraph indent

- 3 The text beside the image at **R** is aligned to the left margin. Therefore the image has been positioned using
- A text wrap
  - B right tabs
  - C a text box
  - D centre tabs
- 4 To move the image at **P** to the bottom of the document, the user should
- A crop
  - B drag and drop
  - C copy and paste
  - D find and replace
- 5 To edit the image at **R**, the software application to use is
- A a browser
  - B a graphics package
  - C a database
  - D a spreadsheet
- 6 The text at **S** has been placed on top of other text using
- A copy and paste
  - B a text box
  - C text wrap
  - D a border

Questions 7 to 13 are about this spreadsheet. Formulas are used to calculate values in columns E and F and row 10.

	A	B	C	D	E	F
1	Kerver Ltd – Advertising Budget					
2			APRIL 2004			
3	Category	Balance brought forward	Budget	Actual spend	Variance	Balance carried forward
4	Local radio	£44	£400	£457	14.25%	-£13
5	Newspaper	£180	£1,200	£1,100	-8.33%	£280
6	Leaflets	£65	£250	£225	-10.00%	£90
7	Posters	£89	£475	£400	-15.79%	£164
8	Sponsorship	-£32	£300	£300	0.00%	-£32
9	Competitions	£54	£550	£550	0.00%	£54
10		Total	£3,175	£3,032		

7 The text in row 2 could be positioned as shown by

- A merging cell range C2:E2
- B changing the font format
- C increasing the width of column A
- D changing the spreadsheet margins

8 Balance carried forward is Balance brought forward plus Budget less Actual spend. The formula in cell F4 is

- A =B4+C4-D4
- B =D4-C4+B4
- C =B4-C4+D4
- D =F4+C4-D4

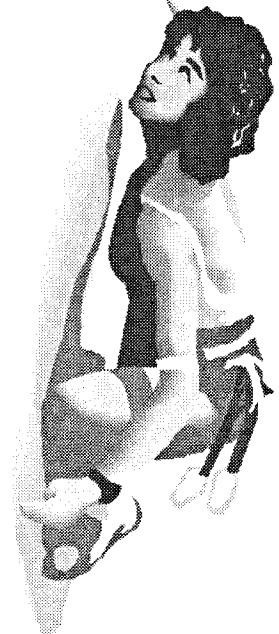
9 Entries in cell range F5:F9 could have been completed by entering a formula in cell F4 and then

- A copying the contents of cell F4 and pasting it to cell F9
- B replicating the contents of cell F3 to cell range F4:F9
- C replicating the contents of cell F4 to cell range F5:F9
- D using the SUM function in the formula in cell F4

- 10 If the formula in cell **D10** was changed to **=MAX(D6:D9)** the value in cell **D10** would change to
- A £1,100
  - B £550
  - C £457
  - D £225
- 11 The formula that would calculate the average **Variance** is
- A **=SUM(E4:E9)**
  - B **=SUM(E4:E10)**
  - C **=AVERAGE(E4:E9)**
  - D **=AVERAGE(E4:F10)**
- 12 **Variance** is **Actual spend** less **Budget** with the result divided by **Budget**.  
The formula in cell **E4** is
- A **=D4-C4/C4**
  - B **=(D4-C4/C4)**
  - C **=(D4-C4)/C4**
  - D **=D4-(C4/C4)**
- 13 The cell ranges to produce a bar chart to compare **Budget** with **Actual spend** are
- A **C4:C10** and **D4:B10**
  - B **C4:C9** and **D4:D10**
  - C **C3:C8** and **D3:D8**
  - D **C3:C9** and **D3:D9**

Questions 14 to 17 are about this document.

**YORCHESTER LEISURE CENTRE**



**CLIMBING WALL**

Come and tries our new Climbing Wall that was designed by Alan Spinks, the famous mountaineer.

**Admission  
(1 hour session)**  
Adults: £3.50  
Children: £2.00

Training courses are available.  
Please ask at reception for further details.

**Opening Hours**  
Mon - Fri: 0800 - 2100  
Sat: 0800 - 2200  
Sun: 1000 - 2000  
Bank Holidays: 1100 - 1800

Yorchester Leisure Centre  
Cathedral Road  
Yorchester  
Tel: 08937 210040  
wall@yorchester.coz  
www.yorchester.coz

©Yorchester Leisure

P

Q

R

S

14 The word 'tries' at P should be 'try'. This error could be detected automatically by software using

- A print preview
- B a spellchecker
- C find and replace
- D a grammar checker

15 The address of Yorchester Leisure Centre's website is

- A 08937 210040
- B www.yorchester.coz
- C wall@yorchester.coz
- D ©Yorchester Leisure

- 16 The paragraphs at Q and R have different
- A line spacing
  - B font style
  - C alignment
  - D font size
- 17 The line of text at S means that Yorchester Leisure
- A copied this document
  - B owns the copyright of this document
  - C obtained this document from the internet
  - D had this document produced professionally

**Please go on to the next page**

Questions 18 to 23 are about this database.

Product Name	Pack Quantity	Product ID	Category	Supplier	Contract Start Date	Trade Price
Chocolate Shell	60	WA01	Cones & Wafers	Wardleys	12/04/93	£4.00
Chunky Choc	5	RO02	Desserts	Roberto	30/09/99	£4.50
Chunky Choc	20	RO01	Desserts	Roberto	30/09/99	£4.50
Duo Cones	100	WA02	Cones & Wafers	Roberto	12/04/93	£9.62
Frosty	60	SH06	Children's Lines	Shelley & Co	07/10/97	£7.00
Heavenly Choc	5	IC02	Ice Cream Cones	Ices R Us	03/02/01	£8.39
Heavenly Plum	4	IC03	Ice Cream Cones	Ices R Us	03/02/01	£8.39
Purple Pops	50	SH04	Children's Lines	Shelley & Co	07/10/97	£8.00
Vanilla Treat	4	RO03	Desserts	Wardleys	30/09/99	£7.04

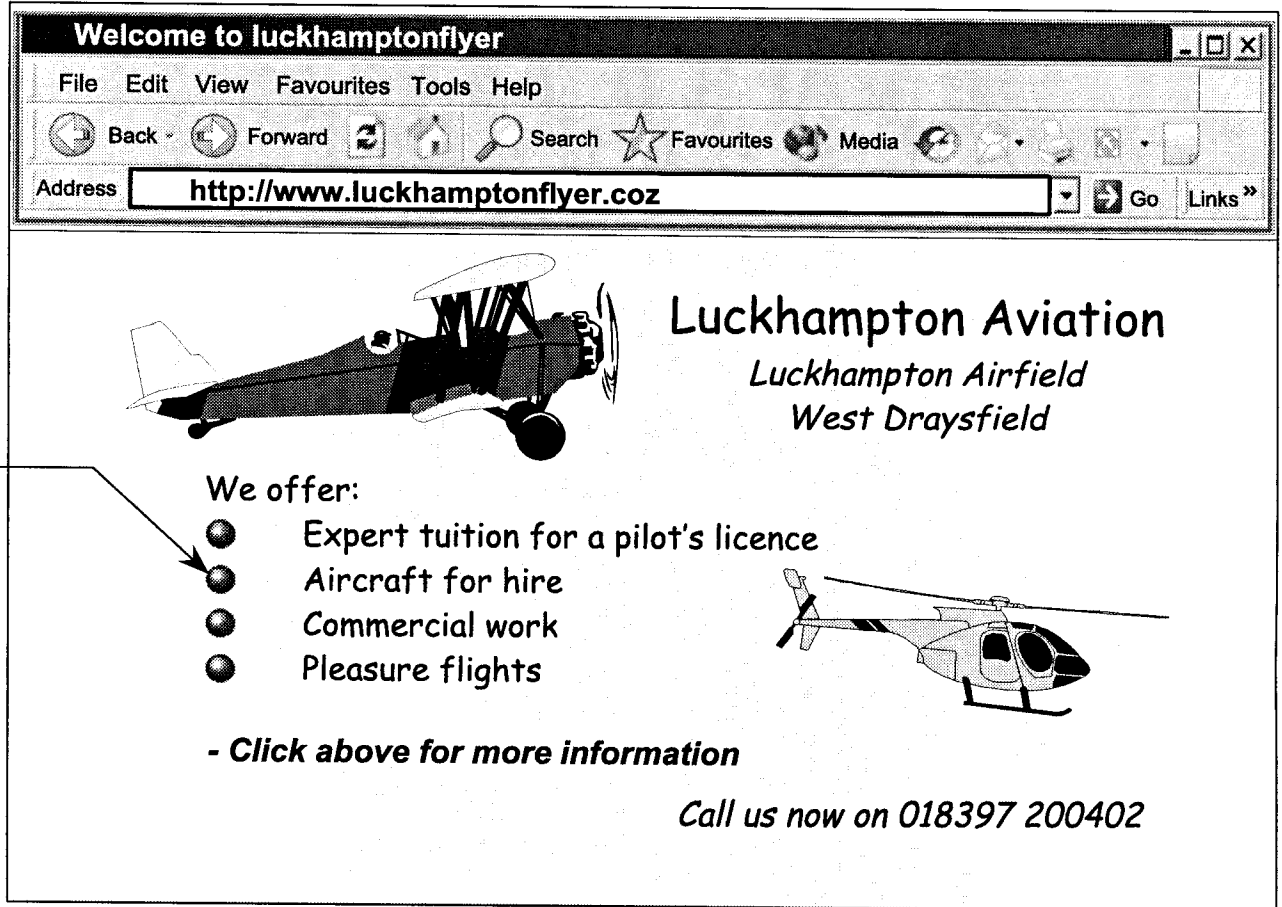
- 18 To list the product details in A to Z order of supplier, showing the product name in A to Z order for each supplier, the user should sort
- A ascending on Supplier and then ascending on Product Name
  - B ascending on Product Name and then ascending on Product ID
  - C descending on Supplier and then descending on Product Name
  - D descending on Product Name and then descending on Supplier
- 19 The number of characters that can be entered for a product name will be restricted by
- A font size
  - B field size
  - C row height
  - D text alignment
- 20 The search criterion to list all products with a Trade Price of £5.00 or more is
- A Trade Price <5.00
  - B Trade Price >5.00
  - C Trade Price <=5.00
  - D Trade Price >=5.00



- 21 The only field suitable for selection as the primary key is
- A Product Name
  - B Product ID
  - C Category
  - D Supplier
- 22 The search criteria to find all products from the supplier Roberto except those in the Cones & Wafers category are
- A Supplier ="Roberto" AND Category <>"Cones & Wafers"
  - B Supplier ="Roberto" OR Category <>"Cones & Wafers"
  - C Supplier ="Roberto" OR Category <"Cones & Wafers"
  - D Supplier ="Roberto" AND Category <>"Desserts"
- 23 The fields required to create a query that will list the suppliers that have had contracts for more than two years are
- A Category and Supplier
  - B Supplier and Product ID
  - C Supplier and Contract Start Date
  - D Product Name and Contract Start Date

**Please go on to the next page**

Questions 24 to 26 are about this web page.



24 Clicking the link at P causes the browser to

- A put a phone call through to Luckhampton Aviation
- B save details of aircraft for hire to favourites
- C display details of aircraft for hire
- D print details of aircraft for hire

25 By clicking on the Back arrow the user can

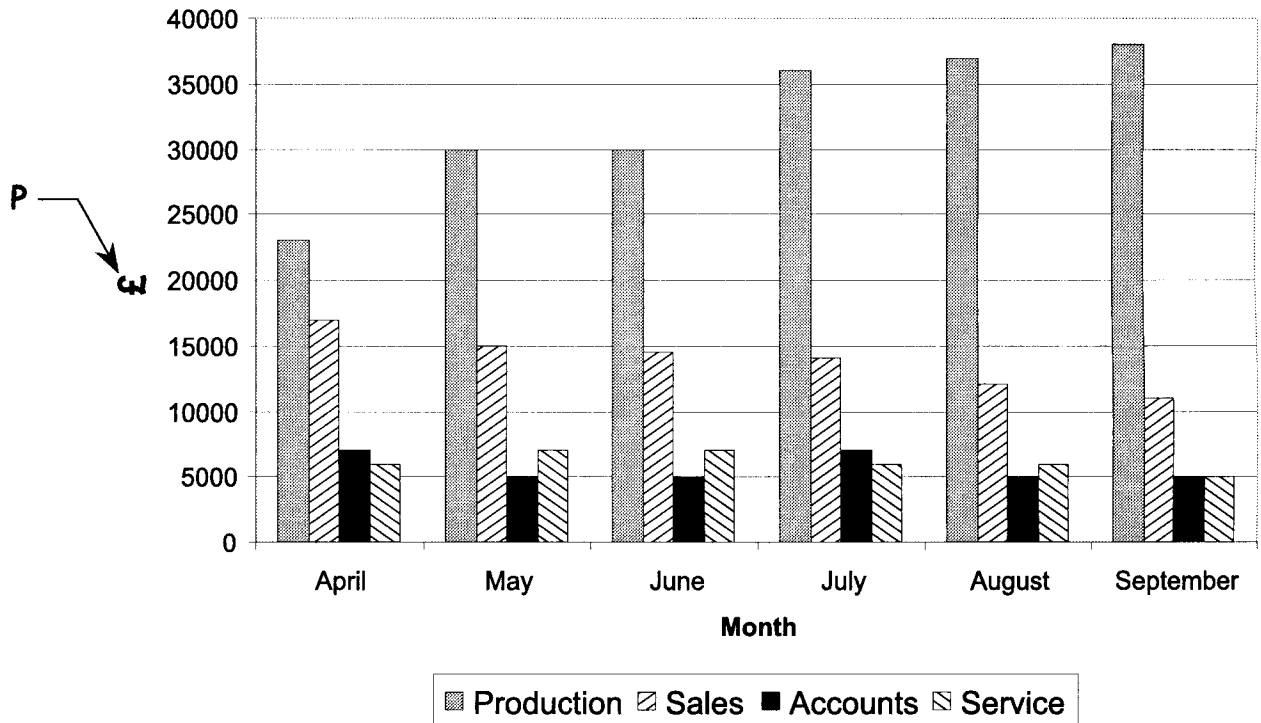
- A move across the web page
- B search for another website
- C access a website not yet used
- D move to web pages already viewed

26 This website can be quickly accessed in future sessions on the internet if the user

- A saves the address to favourites
- B prints out the web page
- C uses a wildcard search
- D uses find and replace

Questions 27 to 30 are about this chart.

### Staff Pay Costs



27 From this chart the trends are that Staff Pay Costs are

- A increasing for Production and increasing for Sales
- B decreasing for Production and increasing for Sales
- C increasing for Production and decreasing for Sales
- D decreasing for Production and decreasing for Sales

28 The item at P is

- A a y-axis label
- B an x-axis label
- C the x-axis title
- D the y-axis title

29 The purpose of the chart is to

- A explain why production costs are so high
- B collect data on Staff Pay Costs
- C represent company profits
- D compare Staff Pay Costs

30 £14,000 is the value of Staff Pay Costs for

- A Production in April
- B Production in July
- C Sales in April
- D Sales in July

**Please go on to the next page**

30 £14,000 is the value of Staff Pay Costs for

- A Production in April
- B Production in July
- C Sales in April
- D Sales in July

**Please go on to the next page**

Questions 31 to 35 are about this document.

**ENJOY GOOD HEALTH**

**Face the Fibre Facts**

R { Fibre rich foods such as wholemeal bread, oats and brown rice are an essential part of a healthy diet. The good news, if you are trying to lose weight, is that fibre also makes you feel fuller for longer. It slows digestion down – which in turn means your blood sugar levels remain balanced for longer and you are less likely to crave sugary snacks.

**How can I eat more fibre?**

When people think of fibre they often imagine eating more brown bread or fibre-based cereals. However, there are many other sources such as vegetables (eg celery, broccoli, cabbage, spinach and carrots) and fruits (eg apricots and blackberries).

**Other benefits**

S { Fibre provides the bulk your system needs to keep food moving smoothly through the body. Including it in your diet means you are less likely to suffer bowel-related problems.

**Fill Up With Fibre**

Food	Fibre per 100g
1 wheat biscuit	11.5g
Slice wholemeal bread	7.4g
70g peas	4.7g
100g blackberries	6.6g

Here are some handy tips to help you make sure you fill up with fibre.

- Bulk out soups and stews with vegetables, beans or lentils rather than meat.
- Eat more fruit and vegetables with the skins on since this is where you find most of the fibre.
- Choose whole grain varieties of bread, pasta, rice, oats and breakfast cereals.
- Choose fruit instead of sugary desserts.

Remember that high fibre fruit and vegetables are rich in minerals and vitamins as well, so these should be high on your shopping list.

P

Q

31 The table at P is made to stand out using

- A different font styles
- B different fonts
- C a border
- D shading

- 32 The information in the table at P is formatted with different
- A font sizes
  - B font styles
  - C vertical alignment
  - D horizontal alignment
- 33 The way to position the paragraphs as shown in this document is to use
- A text boxes
  - B text wrap
  - C left tabs
  - D columns
- 34 The paragraphs at R and S are inconsistent as they have different
- A indentation
  - B line spacing
  - C alignment
  - D fonts
- 35 To enter details of another food and its fibre per 100g into the cell at Q, the user should
- A insert a row
  - B split the cell
  - C merge the cell
  - D insert a column

**Please go on to the next page**

**Questions 36 to 40 are general questions.**

**36** The file search criterion **\*Invoice??** will find the file named

- A** FebInvoice06
- B** 06InvoiceFeb
- C** FebInvoice
- D** InvoiceFeb

**37** A company can help prevent access to confidential files by using

- A** copyright
- B** passwords
- C** backup files
- D** anti-virus software

**38** To check the accuracy of the facts in a newsletter, the user should

- A** save and print
- B** use print preview
- C** use a spellchecker
- D** verify the source information

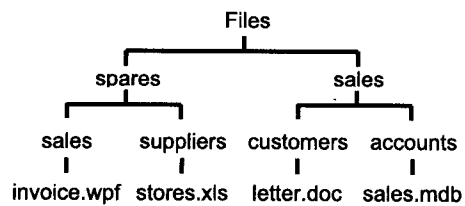
**39** To insert a copy of a picture from a magazine into an electronic document, the user should use a

- A** scanner
- B** browser
- C** photocopier
- D** spreadsheet

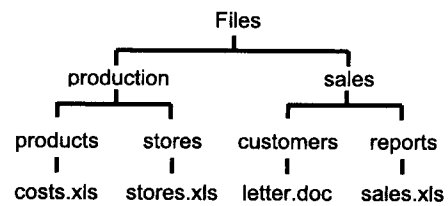


40 The file named **sales.mdb** is stored in the **reports** sub-directory that is within the **sales** sub-directory. Which diagram shows this structure?

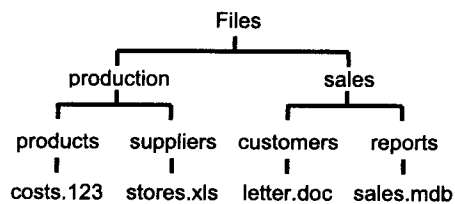
**A**



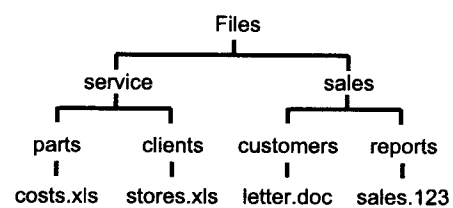
**B**



**C**



**D**



**End of test**