

NDTEF/LONDON EXAMINATIONS

Information Technology
GCSE 2708

Exam Paper

Full Course
(Higher Tier)

2001

Question 1

Jason Palmer is part of a graphics design team working on the launch of a new product called Clean N' Glean.

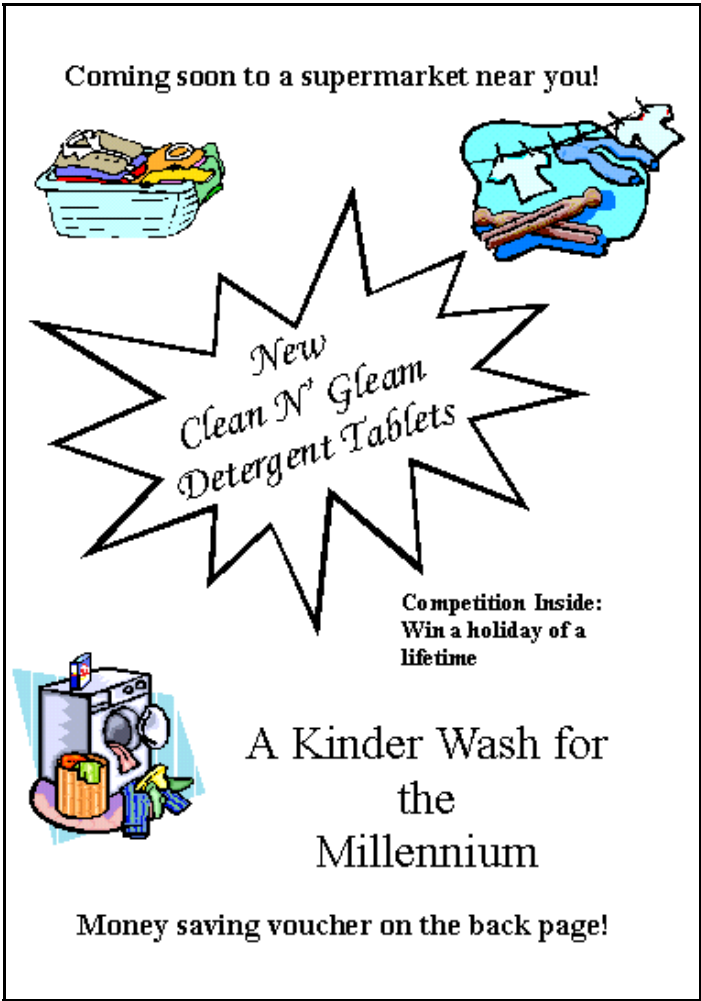
Jason has to produce a leaflet to advertise the launch.

1(a) State the best **type** of software application to use to produce the leaflet. (1)

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Below is part of the leaflet he created.

1(b) Draw lines from the list on the right hand side to link to the appropriate features on the leaflet. (6)



- Rotated Text
- Centred Text
- Left Aligned Text
- Clipart
- Outline Shape
- Italic Text

Jason used a digital camera to take an image of Wendy Wash for the leaflet.
He will need to use it in several different documents so the image will be saved and then imported into the documents.

1(c) Place the following operations into the correct sequence for processing the image and loading it into a document.

(5)

- A Save the image to an appropriate file
- B Load the document into which the image is to be inserted
- C Save the document
- D Insert the image into the document
- E Re-size and position the image on the page
- F Transfer the image from the camera into the computer system
- G Take the image with a digital camera
- H Click on *insert image from file*
- I Connect the camera via an interface to the computer system

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Jason is also responsible for designing posters to be used in supermarkets.
He needs to print off drafts at home but he only has an A4 printer.
He decides to use the *Tile Print* facility when printing his drafts.

1(d) Explain how *Tile Print* will enable him to produce A1 or A0 full-sized posters on his A4 printer.

(3)

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When Jason began to produce the posters he was not satisfied with some of the large lettering because it looked badly spaced.

He decided to use *kerning* to improve it.

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1(e)(i) Describe what is meant by *kerning*.

(2)

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1(e)(ii) Give **ONE** example of how *kerning* might improve the appearance of text.

(2)

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Q1

(Total 19 marks)

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TURN OVER FOR QUESTION 2.**

Question 2

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Jason will often work from home and needs to upgrade his present computer system.
He decides on the following specification for his new system:

- Pentium III 500MHz or AMD K6-2
- 256Mb RAM
- 17 inch SVGA (high resolution) monitor
- Writable 32 speed CD drive
- 17Gb hard drive
- 56K modem
- DVD drive
- 16Mb graphics card
- 64 bit sound card

2(a) Explain why Jason has chosen such a large RAM for his system. **(3)**

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Jason has to send large graphics files to a colleague who is working with him but who does not have a modem. He uses a writable CD to do this.

2(b) Explain the benefit of using a writable CD over other forms of storage media for this task. **(3)**

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Jason decided to replace his existing telephone line with an ISDN line.

2(c)(i) Explain why he will no longer need a modem. **(3)**

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2(c)(ii) Describe **ONE other** advantage of an ISDN line. **(2)**

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Jason's system has a 17 inch SVGA monitor to assist him with his graphical designs. The quality of the monitor is described in terms of dots per inch (dpi) or pixels.

2(d) Explain why a monitor with an 800 x 600 dpi display would not be as useful to Jason as one with 1600 x 1200 dpi. **(3)**

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Q2

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(Total 14 marks)

Question 3

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Jason has to make sure that he keeps a record of the resources he uses.
Here is a list of the resources he is claiming for the month of June.

Item	Quantity	£	Cost
A4 Paper	10	1.60	per ream
Printer Ink (black)	3	9.50	per cartridge
Printer Ink (colour)	2	13.90	per cartridge
Telephone calls	120	0.10	pence per unit
Internet Access	250	0.05	pence per unit

- 3(a)** Using the grid create the spreadsheet for Jason. Include:
- ◆ the total cost of the resources
 - ◆ this cost plus VAT rated at 17.5%
 - ◆ the **formulae** in the appropriate cells. (*No marks will be awarded for calculations made.*)

Show where the fill function can be used to help in this task.

(12)

	A	B	C	D
1	Item			
2	A4 Paper (per ream)			
3	Printer Ink (Black)			
4	Printer Ink (Colour)			
5	Telephone Calls (per unit)			
6	Internet Access (per unit)			
7				
8				
9				
10				

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Jason has to send in a report about his expenditure each month and has to include a graph. He decides to set up a *macro* in his spreadsheet template to carry out this task for him.

3(b)(i) Describe what is meant by a *macro*. (2)

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3(b)(ii) Explain why it is an advantage for Jason to use a macro in this situation. (2)

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Jason records his macro.

3(c) Place into the correct order the operations he would have to go through in order to record the macro. (5)

- A Create the graph
- B Add a title and axes labels
- C Stop recording
- D Select the range of cells to graph
- E Start recording
- F Select the type of graph
- G Give a name to the macro and assign the short-cut key
- H Save the macro
- I Select the Graph Tool

(Total 21 marks)

Q3

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Question 4

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Jason often works from home.

4(a)(i) Describe **ONE advantage** to his employer of Jason working from home. **(2)**

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4(a)(ii) Describe **ONE disadvantage** to his employer of Jason working from home. **(2)**

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Jason keeps in touch with his office through the Internet. He is able to access his work files stored on the company network and can get information from a bulletin board for the staff.

This ability to access the company network from the Internet causes security worries. There are files of personal information stored as well as details of projects which the management do not want competitors to know about.

4(b) Explain how the following methods could help them maintain the security of their files. **(9)**

Encryption:.....
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Firewall:.....

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Passwords:.....

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Q4

(Total 13 marks)

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Question 5

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Faye Major is the project manager for the launch team. She has to manage all aspects of the launch.

Faye considers using Project Management Software to help her with this task.

5(a) One of the facilities of Project Management Software is resource scheduling. Explain the importance of resource scheduling for the team.

(3)

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5(b) Describe **TWO other** ways Project Management Software might help Faye organise the launch.

(4)

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Here is the information the team have about the launch.

The manufacturers of Clean N' Gleam want to mark the launch of their new product by inviting you to take part in the launch and you could win a fabulous holiday in the sun.

Product launch schedule

- ◆ 1st May 2000 Launch TV ads about the tablets and the competition
Distribute leaflets
- ◆ 5th May Open web site
- ◆ 30th June Close of competition
- ◆ 10th July Winners announced at a celebration dinner where the new packaging will be unveiled
- ◆ 1st September Product available in the shops

Look out for the special adverts on the TV and in newspapers and send in your entries for the competition by the closing date and you could be jetting away to the sun, courtesy of Clean N' Gleam!

5(c) Faye has to produce a timeline for the project.

Describe **THREE** of the tasks she will have to ensure are completed **before** 1st May.

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Q5

(Total 10 marks)

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Question 6

Amar Gouradi has heard about the competition for the new product and has decided to enter, using his own graphics program to design the packaging.

The software he uses has a variety of tools to help him draw.

6(a) Describe how the following tools can be used in drawing.
(You may illustrate your answer with sketches.)

(10)

Autoshape:

Rotate:

Grid:

Fill:

Re-scale:

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Amar has to send his completed drawing by electronic means to Foster and Gambit to enter the competition.

6(b) Explain why it is important that Amar thinks carefully about the format of the file. **(2)**

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Amar will use e-mail to send his entry.

6(c) Describe **ONE** advantage to Amar of using e-mail to send his entry. **(2)**

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He will send his drawing as an attachment to the e-mail.

6(d) Describe what is meant by *an attachment*. **(2)**

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Q6

(Total 16 marks)

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Question 7

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Faye has to produce a presentation for the managers of Foster and Gambit to keep them informed about the launch.

She has to inform them about the different stages in the launch of Clean N’ Glean.

Faye uses a storyboard to plan the presentation.

7(a) Explain how a storyboard is used to plan presentations.

(3)

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She decides to use text animation for the bullet points.

7(b) Explain how animation of the text will help her when she is making her presentation.

(4)

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Q7

(Total 7 marks)

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Question 8

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Faye has been asked to evaluate some new software the company is thinking of buying for use in the business.

8(a) Devise **THREE** questions she could use to evaluate the software and say how each question would aid the evaluation process. **(9)**

Question 1.....
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Question 2.....
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Question 3.....
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Faye is convinced that the proposed software is suitable.
She now has to consider how best to introduce it into the office.

8(b)(i) Describe **THREE** concerns the staff may have about the introduction of the new software.

(6)

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8(b)(ii) Give **ONE** argument Faye can use to convince the staff that the new software could benefit them.

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Q8

(Total 17 marks)

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Question 9

Jason is leaving the company to set up in business for himself. He has been responsible for all the Desktop Publishing programs within the company.

He has been told to make the documentation of his programs available for his successor.

9(a) Give **THREE** examples of the documentation that will be available for his desktop publisher. **(3)**

- 1.....
- 2.....
- 3.....

9(b) Choose **ONE** of the examples above and explain what this documentation contains and what its purpose is. **(3)**

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Jason will be employing a trainee, Jane, to work with him in his business.

He will need to buy software for her machine even though he already has copies of the software on his computer system.

9(c) Explain why Jason has to buy separate copies of the software for Jane's machine. **(3)**

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Jason asks Jane to produce a report each month of her activities and to include a graph of her expenditure from a spreadsheet.

Jane is unsure of how to do this so Jason recommends she use Object Linking and Embedding (OLE) for the task.

9(d)(i) Describe **ONE** advantage of embedding an object.

(2)

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9(d)(ii) Describe **ONE** disadvantage of embedding an object.

(2)

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When Jane embeds her graph in the report she finds that it does not fit well with the text. She decides to *crop* it.

9(e) Describe what it meant by the term *crop*.

(2)

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(Total 15 marks)

Q9

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It is easy to make presentations interesting by using animations, sound and video.

10(b) Describe a situation where such techniques may not be appropriate.

(3)

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Q10

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(Total 18 marks)

TOTAL FOR PAPER: 150 MARKS

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