



UNIVERSITY OF CAMBRIDGE INTERNATIONAL EXAMINATIONS
International General Certificate of Secondary Education

CANDIDATE
NAME

CENTRE
NUMBER

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CANDIDATE
NUMBER

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INFORMATION AND COMMUNICATION TECHNOLOGY

0417/31

Paper 3 Practical Test

May/June 2012

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.





- 1 Create a new word processed document. Save this with the filename **EVIDENCE**
You will use this to store evidence during the examination.

☐

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

- 2 Create new folders called **WEB31** and **SS31** in your work area.

☐

- 3 Open the webpage **<http://www.hothouse-design.co.uk/download31J2012>**
Follow the instructions to log in.

☐

- 4 Download and save the following files into your *WEB31* folder:

☐

J12BACKGD1.JPG

J12BANNER1.JPG

J12BANNER2.JPG

J12DIVE.HTM

J12IMG1.JPG

J12IMG2.JPG

J12IMG3.JPG

J12IMG4.JPG

J12IMG5.JPG

J12IMG6.JPG

J12IMG7.JPG

J12IMG8.JPG

J12LIST.TXT

J12STYLE1.CSS

J12TABLE1.HTM

J12TABLE3.HTM

J12TEXT.TXT

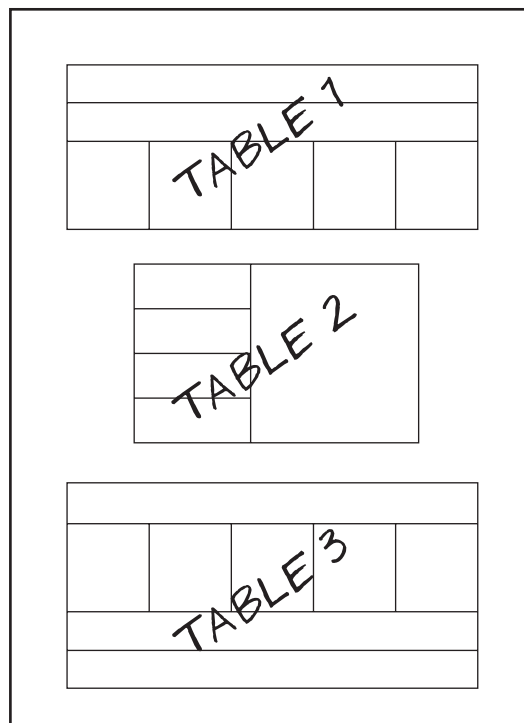
J12TREE.JPG

Download and save the file **J12EMPLOYEES.CSV** in your *SS31* folder.

You work for a company called Hothouse Design. You are going to create new web pages for a client called The Xtreme Adventure Holiday Company.

✓

- 5 Open the image **J12BACKGD1.JPG** in a suitable application. ☐
(You will manipulate this to create the background image which will be used in the stylesheet.)
- 6 Resize the image so that it is 720 pixels wide and maintain its aspect ratio. Take a screenshot to show how you resized the image. Place this in the evidence document you created in step 1. ☐
- 7 Save this image as **J12BACKGD2.JPG** in your *WEB31* folder. ☐
- 8 Reduce the image resolution, if necessary, to ensure that the stored image is no larger than 100kb. ☐
Save the image as **J12BACKGD3.JPG** in your *WEB31* folder.
Place screenshot evidence of the file size of this image in your evidence document.
- 9 Using a suitable software package, create a new webpage called **XAHC.HTM** ☐
Attach the stylesheet **J12STYLE1.CSS** to this webpage. As you create the webpage make sure that the styles within the stylesheet are not changed.
- 10 If necessary, resize your browser window so that the background image fits the window without tiling. ☐
- 11 This webpage must open in any browser and will have three separate tables placed like this: ☐



- 12 Create Table 1 using the contents of **J12TABLE1.HTM** ☐
- 13 Set the width of this table to 100% of the width of the window. ☐



- 14 Replace the text *Place Table 1 anchor here* with an anchor called **top** ☐
Make sure that this anchor is not visible in the browser.
- 15 Replace the text *Candidate details* with your name, Centre number and candidate number. ☐
- 16 Create Table 2 with 4 rows and 2 columns as shown. ☐
- 17 Set the width of this table to 75% of the width of the window. ☐
- 18 Align this table with the centre of the window. ☐
- 19 Place the image **J12TREE.JPG** in the right cell of this table. ☐
- 20 Using the contents of the file **J12TEXT.TXT** ☐
- place the text *We offer holidays to suit your every need; we can often make dreams come true...* into the top left cell of this table.
 - place the text *Try zip wires in Mexico, cross-country skiing in Finland or alpine skiing in Switzerland.* into the second row on the left side of this table.
 - place the text *Ever driven off-road on ATVs or in amphibious vehicles? Try the jungle, mountain passes or frozen wastes to enhance the experience.* into the third row on the left side of this table.
 - place the text *Combine this with superb value for money. Contact us with your requirements and we are sure that we will not disappoint you.* into the bottom left cell of this table.
- 21 Apply style h3 to all the text added in step 20. ☐
- 22 Create Table 3 using the contents of **J12TABLE3.HTM** ☐
- 23 Set the table width of this table to 100% of the width of the window. ☐
- 24 Replace the text *Place Table 3 anchor here* with an anchor called **combi** ☐
Make sure that this anchor is not visible in the browser.
- 25 Create a hyperlink from the text *Combination Holidays* in Table 1 to the anchor called *combi*. ☐
- 26 In the text *Return to the top of the page by clicking on this link.* make only the words **clicking on this link** a hyperlink to the anchor called *top*. ☐
- 27 Replace the text *Date & Time here* with the date and time. ☐
- 28 Replace the words *Zip wire* in Table 3 with the most appropriate image from those obtained in step 4. ☐
- 29 Replace the words *Scuba diving* in Table 3 with the most appropriate image from those obtained in step 4. ☐
Create a hyperlink from this image to point to the file **J12DIVE.HTM** which should open in a new window called **_undersea**
- 30 Replace the word *Skiing* in Table 3 with the most appropriate image from those obtained in step 4. ☐



- 31 Replace the words *Off-road driving* in Table 3 with the most appropriate image from those obtained in step 4. ☐
- 32 Replace the words *Contact us* in Table 3 with the most appropriate image from those obtained in step 4. ☐
- Create a hyperlink from this image to send an email message to **xahc@cie.org.uk** with a subject line **Xtreme Adventure**
- 33 Make sure that all of the images placed in steps 28 to 32 are 120 pixels wide. Maintain the aspect ratio of each image. ☐
- 34 Save the page as **XAHC.HTM** in your *WEB31* folder. ☐
- Open this page in a web browser.
- Print this page from your browser.
- Print a copy of the HTML source.
- 35 Using a suitable software package, open the webpage **J12DIVE.HTM** so that it can be edited. ☐
- Attach the stylesheet **J12STYLE1.CSS** to this webpage. As you create the webpage make sure that the styles within the stylesheet are not changed.
- 36 Replace the text *Candidate name, centre number, candidate number* with your name, Centre number and candidate number. ☐
- 37 Replace the text *Heading here* with the text **Scuba diving with:** ☐
- Apply style h2 to this text.
- 38 Using the contents of the file **J12LIST.TXT** replace the text *List here* with the text *Novice divers... also catered for.* ☐
- Apply the following styles:
- Novice divers can:* as style p
- try out in the pool* as style li
- learn our safety tips* as style li
- learn confined water skills* as style li
- try out in the sea* as style li
- dive with an instructor* as style li
- qualify as an Open Water diver.* as style li
- You can:* as style p
- have fun* as style li
- discover a whole new world* as style li
- experience amazing fish.* as style li
- Experienced divers also catered for.* as style p
- 39 Format the first list as an ordered list. ☐
- 40 Format the second list as an unordered list. ☐
- 41 Replace the text *Image here* with the image for scuba diving downloaded in step 4. Do not resize this image. ☐



42 Save the page as **J12DIVE.HTM** in your *WEB31* folder.

☐

Open this page in a web browser.

Print this page from your browser.

Print a copy of the HTML source.

The Xtreme Adventure Holiday Company has an office in Switzerland. This office has 37 employees and they use a spreadsheet to record the hours worked each week and calculate their pay. All currency values are recorded in Euros with 2 decimal places.

43 Using a suitable software package, load the file **J12EMPLOYEES.CSV**

☐

44 Place your Centre number, candidate number and name, centre aligned in the header of this file.

☐

45 On the left in the footer add the text **Week 27**

☐

On the right in the footer add the text **Last edited on** followed by today's date and time.

46 Merge cells A1 to G1 so they become a single cell.

☐

Format the text in this cell so it is a white 24 point serif font. Format this cell so that it has a black background colour. Centre align the contents of this cell.

47 Format cells B5 to B8 as currency.

☐

48 Save the data model and print a copy of cells A3 to B20 only, showing the values. Make sure that the contents of all cells in this range are fully visible and that the printout fits on a single portrait page.

☐

49 Use the cells A12 to B20 to create a named range called **JC**

☐

Show evidence of the creation of this named range in your evidence document.

50 In cell D24 use a lookup function to show the Job Description. Use the *Code* column for the lookup value and the range *JC* for the array.

☐

Replicate this function so that the job description is shown for each of the other employees.

51 In cell F61 use a function to calculate the total number of hours worked by all employees.

☐

52 In cell G24 use a formula to calculate the pay for this employee. This will look up the rate of pay from the *Pay rates* table and multiply it by the number of hours worked. This formula must include an absolute range, two relative references and must not include a named range.

☐

Choose an appropriate format for this cell.

Replicate this formula so that the amount of pay is shown for each of the other employees.

53 In cell G61 use a function to calculate the total weekly wage bill. Choose an appropriate format for this cell.

☐

54 Save the spreadsheet and print the formulae and functions used in landscape orientation. Make sure that the contents of all cells are fully visible and that the printout is only one page wide.

☐

55 Hide rows 3 to 21.

☐



- 56 Print the spreadsheet showing the values. Make sure that the contents of all the required cells are fully visible and that the printout fits on a single page wide. ☐
- 57 Hide row 61. Leave rows 3 to 21 hidden. ☐
- 58 Extract only the employees with the word *Snowboard* in their job description who worked for 25 or more hours. ☐
- 59 Print the extract showing the values. Make sure that the contents of all the required cells are fully visible and that the printout fits on a single page wide. ☐
- 60 Save the spreadsheet. ☐
- 61 Save and print your evidence document. ☐

After the examination time – on the html printouts of your webpage

On your printout highlight those portions of the code which show that:

- your name, Centre number and candidate number are present on all printouts
- the external stylesheet is attached to both webpages
- the table widths of all three tables in XAHC.HTM have been set
- the anchors **top** and **combi** have been placed
- Combination Holidays is set as a hyperlink to the anchor combi
- the hyperlink from the scuba diving image opens **J12DIVE.HTM** in a new window called **_undersea**
- the hyperlink from the contact us image sends an email message to **xahc@cie.org.uk** with a subject line **Xtreme Adventure**
- the hyperlink from the text 'clicking on this link' goes to the anchor **top**
- in the file J12Dive.htm you have set an ordered list
- in the file J12Dive.htm you have set an unordered list

Write today's date in the box below.

Date

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