



Cambridge IGCSE™ (9–1)

INFORMATION AND COMMUNICATION TECHNOLOGY

0983/03

Paper 3 Data Analysis and Website Authoring

For examination from 2020

SPECIMEN PAPER

2 hours 30 minutes

You will need: Candidate source files (listed on page 2)

INSTRUCTIONS

- Carry out **all** instructions in each step.
- Enter your name, centre number and candidate number on every printout before it is sent to the printer.
- Printouts with handwritten candidate details on will **not** be marked.
- At the end of the examination, put all your printouts into the Assessment Record Folder.
- If you have produced rough copies of printouts, put a cross through each one to indicate that it is not the copy to be marked.
- You must **not** have access to either the internet or any email system during this examination.

INFORMATION

- The total mark for this paper is 80.
- The number of marks for each question or part question is shown in brackets.

This document has **10** pages. Blank pages are indicated.



Candidate source files:

TTSBanner.png
TTSbranches.csv
TTSOffer.png
TTSstaff.csv
TTSstyle.css
TTtext1.txt
TTtext2.txt
Wallpaper.png

Task 1 – Evidence Document

- Create a document in a word processing application. Make sure your name, centre number and candidate number will appear on every page by placing these details in the header.
- Save the document in your work area with the name **Evidence_** followed by your candidate number, for example **Evidence_9999**

You will need your Evidence Document during the examination to display images, text and screenshots when required.

Task 2 – Data Analysis

- Open and examine the files **TTSstaff.csv** and **TTSbranches.csv** in a spreadsheet application.
- Save the file **TTSbranches.csv** as a spreadsheet with the name **TTSanalysis_** followed by your centre number and candidate number, for example, **TTSanalysis_ZZ999_9999**
- Save the file **TTSstaff.csv** as a spreadsheet with the name **TTSsales_** followed by your centre number and candidate number, for example, **TTSsales_ZZ999_9999**

In your **TTSanalysis** spreadsheet:

- Place your name, centre number and candidate number, centre aligned in the footer of the page.
- In cell C1 add the text **Branch Sales**
- Insert a new row above Row 1.
- Merge the cells A1 to C1.
- In the merged cell add the text **TTS sales 2019**
- Format the merged cell so that:
 - the text is centre aligned with a red 24-point serif font
 - it has a green fill
 - it has a solid black border.
- Wrap the text in cells A2 and C2.
- Format the cells A2 to C2 as:
 - bold
 - centred horizontally and vertically.

- Adjust the cell widths so all data is visible.
- Save the *TTSanalysis* spreadsheet.

[11]

In your **TTSsales** spreadsheet:

- Place your name, centre number and candidate number, centre aligned in the header of the page.
- In cell E1 enter the text **Branch**
- In cell E2 enter a function to use the Branch code to lookup the Branch from the **TTSanalysis** file.
- Replicate this formula for each member of staff.
- Save the *TTSsales* spreadsheet.
- Print only the data for the *Almere* and *Amsterdam* branches showing the formulae. Make sure:
 - it is in landscape orientation
 - the row and column headings are displayed
 - the contents of all the cells are fully visible.

PRINTOUT 1

Make sure that you have entered your name, centre number and candidate number on the spreadsheet showing the formulae.

[10]

- Keeping the data in ascending order of Branch, sort the *TTSsales* data so that the sales for the members of staff in the branch are in descending order.
- Save the *TTSsales* spreadsheet.
- Print the data for the *Naples* and *Porto* branches showing the values. Make sure:
 - it is in portrait orientation
 - the row and column headings are **not** displayed
 - the contents of all the cells are fully visible.

PRINTOUT 2

Make sure that you have entered your name, centre number and candidate number on the spreadsheet showing the values.

[5]

In your **TTSanalysis** spreadsheet:

- Sort the data so that the branches are in ascending order.
- In cells C3 to C12 enter functions to calculate the total sales for each branch.
- Save the *TTSanalysis* spreadsheet.

- Print the spreadsheet showing the formulae. Make sure:
 - it is in landscape orientation
 - row and column headings are displayed
 - the contents of all the cells are fully visible.

PRINTOUT 3

Make sure that you have entered your name, centre number and candidate number on the spreadsheet showing the formulae.

[5]

- Print the spreadsheet showing the values. Make sure:
 - it is in portrait orientation
 - row and column headings are **not** displayed
 - the contents of all the cells are fully visible
 - the table is centred horizontally on the page.

PRINTOUT 4

Make sure that you have entered your name, centre number and candidate number on the spreadsheet showing the table.

[4]

- Extract only those branches with sales greater than \$4 million.
- Print the spreadsheet showing the extracted data. Make sure:
 - it is in portrait orientation
 - row and column headings are **not** displayed
 - the contents of all the cells are fully visible
 - the table is centred horizontally on the page.

PRINTOUT 5

Make sure that you have entered your name, centre number and candidate number on the spreadsheet showing the extract.

[5]

- Create and fully label a chart to compare the data for all of the branches.
- Print only the chart.

PRINTOUT 6

Make sure that you have entered your name, centre number and candidate number on the chart.

[5]

- In cell B13 add the text **Total Sales** and format the text as bold.
- In cell C13 insert a formula to calculate the total of the branch sales.

- Format the value as bold.
- In cell D2 add the text **Target Sales**, wrap and centre the text and format it as bold.
- In cell D13 insert a formula to increase the value of the Total Sales by a percentage. Use trial and error to work out the smallest percentage increase necessary to reach a Target Sales value of \$50 000 000.
- Replicate this formula for all the branches.
- Print the spreadsheet showing the formulae. Make sure:
 - it is in landscape orientation
 - row and column headings are displayed
 - the contents of all the cells are fully visible.

PRINTOUT 7

Make sure that you have entered your name, centre number and candidate number on the spreadsheet showing the formulae.

[5]

- Print only the data showing the values. Make sure:
 - it is in portrait orientation
 - the row and column headings are **not** displayed
 - the contents of all the cells are fully visible.

PRINTOUT 8

Make sure that you have entered your name, centre number and candidate number on the spreadsheet showing the values.

[2]

Task 3 – Web Page

- Create a new folder called **TTSWeb** in your work area.
- Locate the following files and copy them to your *TTSWeb* folder.
TTSBanner.png **TTtext1.txt**
TTSOffer.png **TTtext2.txt**
TTSstyle.css **Wallpaper.png**
- Edit the TTSBanner.png image so that there is space the same size as the text above and below the text. It should look like this:



- Save the image as **TTSBanner.jpg**

EVIDENCE 1

Place a copy of the TTSBanner.jpg image in your Evidence Document.

[2]

- Create a web page named **TTShomepage.html** in your *TTSWeb* folder

This web page must work in any browser and contain a table with a structure as shown below. The width of the table is set in the stylesheet and the height of the rows will be set by their contents.

<p><Insert the TTSBanner.jpg image here> <Add appropriate alternate text to this image></p>	
<p>How we can support you <i>set in style h1</i></p>	
<p><Insert TTSOffer.png image here> <Add appropriate alternate text to this image></p>	<p><Insert the text in the TTtext1.txt file here> <i>set in style h3</i></p>
	<p>We can: <i>set in style h2</i> <Insert the text in the TTtext2.txt file here> <i>set as an unordered list</i></p>
<p>Click here to contact us, <i>set in style h3</i></p>	<p>Website maintained by: <Name, centre number, candidate number> <i>set in style h3</i></p>

- Insert the text shown in bold.
 - Replace the text in <chevrons> with the image and text as instructed.
 - Save the web page.
- [8]
- Open the stylesheet *TTSstyle.css* in your editor.
 - Edit the stylesheet to use the *Wallpaper.png* image as the background of the web page.

- Using the most efficient methods, add the following styles to the stylesheet. All colour codes must be in hexadecimal.

table *Position:* **Centre** aligned within the browser window
Size: **600** pixels wide
Borders: **No** visible borders
Cells: Cell spacing **0** pixels
 Cell padding **10** pixels

h1 *Colour:* **Red**
Font: **Arial** or if not available **Calibri**, or if not available the browser's default sans-serif font
 36 points
 Centre aligned

h2 *Colour:* **Red**
Font: **Arial** or if not available **Calibri**, or if not available the browser's default sans-serif font
 24 points
 Left aligned

h3 *Colour:* **Blue**
Font: **Arial** or if not available **Calibri**, or if not available the browser's default sans-serif font
 14 points
 Justified

List style *Colour:* **Blue**
Font: **Arial** or if not available **Calibri**, or if not available the browser's default sans-serif font
 14 points
 Justified

- Save the stylesheet in your *TTSWeb* folder as **TTSstyle_** followed by your candidate number e.g. **TTSstyle_9999.css**

EVIDENCE 2

Place a screenshot of the stylesheet in your Evidence Document. Make sure the all the details of the styles are readable.

[12]

- Open the *TTSHomepage.html* file in an editor. Attach the stylesheet to your *TTSHomepage.html* web page.
- Create a hyperlink from the text 'here' in 'Click here to contact us' to send an email to **info@tawaratechnology.com** with the subject line **Support enquiry**

EVIDENCE 3

Take a copy of the HTML source of the web page and place this in your Evidence Document.

- Open the *TTShomepage.html* file in a browser.

EVIDENCE 4

Place a screenshot of the web page in your Evidence Document. Make sure that all of the browser window is displayed.

- Print your Evidence Document.

PRINTOUT 9

Make sure your name, centre number and candidate number are shown on every page of your Evidence Document.

[6]

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