

# Pearson Edexcel International GCSE

Time 3 hours

Paper  
reference

**4IT1/02**

## Information and Communication Technology (ICT)

### PAPER 2: Practical Paper

#### You must have:

Cover sheet and short treasury tag.

Data files: SKIING, FACT SHEET, HOLIDAY, WEBSITE and IMAGES folder

### Instructions

- Complete your candidate details on the cover sheet provided.
- At the end of the examination, use a treasury tag to attach your printouts to page 2 of the cover sheet.

### Information

- There are **two** sections in this paper, with a total of **100** marks.
- The marks for each part of a task are shown in brackets: e.g. (2).

### Advice

- Read through the instructions on page 2.
- Attempt **ALL** tasks.
- Label your printouts clearly as instructed in each task.
- Good luck with your examination.

Turn over ►

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## Instructions to candidates

This paper consists of two sections. Each section contains several tasks.

Work through the tasks in order.

You **MUST** enter the task number, your name, candidate number and centre number on each document **BEFORE PRINTING**.

You **MUST** submit your work in task order.

This table shows the major software used, the marks available and the data files needed for each section.

	Section	Marks	Data files needed
A	Graphics, database, web authoring	50	HOLIDAY, WEBSITE, IMAGES folder
B	Spreadsheet, word processing	50	SKIING, FACT SHEET
Total marks		<b>100</b>	

For each activity, you may also need to use other software.

## Scenario

Sam is the owner of *The Ski Run (TSR)*. The company offers skiing holidays in Europe.

These are the company's contact details.

Address:

The Terrace  
Winterbourne  
GR24 8GD

Telephone: 07700 900456

Website: [www.theskirun.net](http://www.theskirun.net)

Email: [sam@tsr.net](mailto:sam@tsr.net)

## House style

The house style for company documents is:

- serif font for the company name
- logo position: top right.

## SECTION A

### Task A1

Sam needs a logo to be used on some of the company's documents.

**OPEN** a new word processing document.

**ENTER** 'Task A1', your name, candidate number and centre number in the header.

**SAVE** the document as **TASK A1**

### Task A1a

Create the logo.

The logo must be fit for purpose and:

- be a simple drawing that combines lines and shapes
- represent skiing
- include the company initials TSR.

(3)

**SAVE** the logo as **TSR LOGO**

**INSERT** a copy of the logo into the document **TASK A1**

**DO NOT PRINT** at this stage.

### Task A1b

Sam wants to include the logo on an existing image.

He has an image saved as **MOUNTAIN SKIER** in the **IMAGES** folder.

Edit the image to:

- add the name of the company
- include the logo.

(2)

**SAVE** the image as **MOUNTAIN SKIER2** in the **IMAGES** folder.

**INSERT** a copy of the image into the document **TASK A1**

**SAVE TASK A1**

**PRINT TASK A1** on **one** side of A4.

(Total for Task A1 = 5 marks)

## Task A2

Sam has collected information about guests and their ski holiday accommodation.

He has saved the information in the database **HOLIDAY**. The database has three tables.

The **HOTEL** table includes information about the types of accommodation offered.

The **GUEST** table includes information about guests who have booked holidays.

The **BOOKING** table includes information about bookings.

The structure of the **HOTEL** table is:

Field name	Data type	Description/Example
Hotel ID	Text	Code to identify the hotel
Hotel Name	Text	
Resort	Text	
Ski Pass	Yes/No	If a ski pass is included in the price
Price Range	Text	High, Medium or Low

The structure of the **GUEST** table is:

Field name	Data type	Description/Example
Guest ID	Text	Code to identify the guest
First Name	Text	
Surname	Text	
Email	Text	
Date of Birth	Date/Time	

The structure of the **BOOKING** table is:

Field name	Data type	Description/Example
Booking ID	Text	Code to identify the booking
Guest ID	Text	
Hotel ID	Text	
Arrival Date	Date/Time	Arrival date of holiday
Duration of Stay	Number	The number of nights the guest is staying

**OPEN** a new word processing document.

**SET** the orientation to landscape.

**ENTER** 'Task A2', your name, candidate number and centre number in the header.

**SAVE** the document as **TASK A2**

Sam wants to use a form to add extra hotels to the **HOTEL** table.

**OPEN** the **HOLIDAY** database.

**OPEN** the **HOTEL** table.

### Task A2a

Create a form for the **HOTEL** table.

The form must:

- match the house style
- include the logo you created in **Task A1a**
- include a suitable title
- be customised so the width of the:
  - Hotel ID field is 2cm
  - Hotel Name field is 6cm

(5)

**SAVE** the form as **HOTEL\_FORM**

**TAKE** a screenshot of your form in design view showing the changes in field widths.

**PASTE** the screenshot into document **TASK A2**

**RESAVE TASK A2**

**DO NOT PRINT** at this stage.

### Task A2b

Another hotel must be added to the list of hotels offered.

Use the **HOTEL\_FORM** you created in **Task A2a** to add these details to the **HOTEL** table:

Field Name	
Hotel ID	H201
Hotel Name	Keltischer Berg
Resort	Innsbruck
Ski Pass	Yes
Price Range	Medium

(2)

**TAKE** a screenshot of the completed form.

**PASTE** the screenshot into document **TASK A2**

**RESAVE TASK A2**

**DO NOT PRINT** at this stage.

### Task A2c

Sam wants a list of hotels that:

- are in Obergurgl
- are booked for 14 nights
- include a ski pass.

Create a query on the **HOTEL** and **BOOKING** tables to produce the list.

(2)

**SAVE** the query as **Obergurgl14Y**

**TAKE** a screenshot of the query design.

**PASTE** a copy of the query design into document **TASK A2**

**RESAVE TASK A2**

**DO NOT PRINT** at this stage.

The list must:

- show only these fields in this order **Hotel ID**, **Price Range** and **Hotel Name**
- be sorted in descending order of **Hotel ID**

(3)

**DISPLAY** the ordered and sorted results of the query.

**TAKE** a screenshot of the results.

**PASTE** a copy of the results into document **TASK A2**

**RESAVE TASK A2**

**DO NOT PRINT** at this stage.



## Task A2d

**OPEN** the **GUEST** table.

Sam wants a list of the guests who were born in 1990.

The list must:

- include the guests born in 1990
- show only these fields in this order **Email, First Name, Date of Birth**
- be sorted into ascending order of **Date of Birth**

Create a query on the **GUEST** table to find the information.

**SAVE** the query as **1990\_query**

**TAKE** a screenshot of the query design.

**PASTE** a copy of the query design into document **TASK A2**

**RESAVE TASK A2**

**DO NOT PRINT** at this stage.

Sam wants to produce a database report based on the results from the **1990\_query**

Create a database report to display the results.

The database report must:

- include the logo using the house style
- have a suitable title
- show only the required fields
- show the records sorted as required.

Enter your name, your candidate number and centre number in the page footer.

(6)

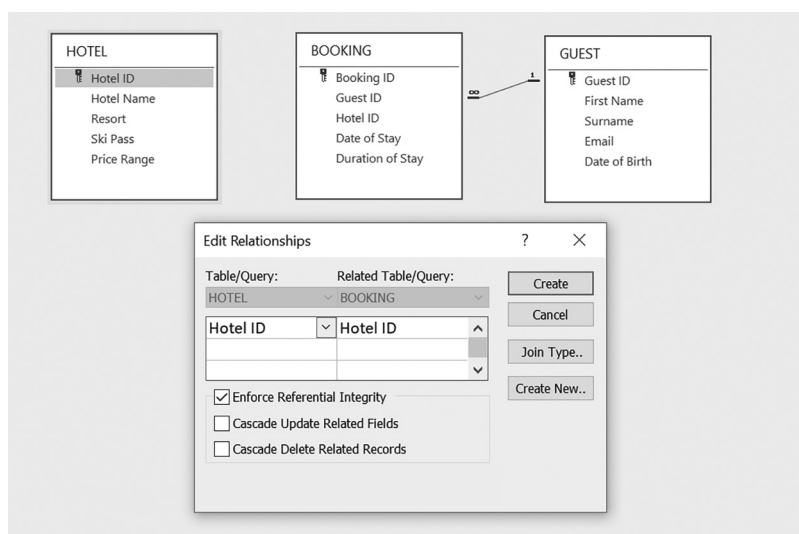
Make sure that all the data is displayed on **one** side of A4 and is easy to read.

**SAVE** the report as **1990\_report**

**PRINT 1990\_report**

## Task A2e

This is the relationship for the **HOLIDAY** database.



Answer these questions in the document **Task A2**

- (i) Identify the type of relationship that will be needed between the **HOTEL** table and the **BOOKING** table. (1)
- (ii) Explain **one** reason why referential integrity should be enforced for relationships in a database. (2)
- (iii) State the name of the table that would have its data entered last. (1)
- (iv) Explain **one** reason why **Like** **"\*haus\*"** would be used in a database search. (2)

**RESAVE TASK A2**

**PRINT TASK A2**

**(Total for Task A2 = 24 marks)**

**BLANK PAGE**  
**TASK A3 BEGINS ON THE NEXT PAGE.**

### Task A3

**OPEN** a new word processing document.

**ENTER** 'Task A3', your name, candidate number and centre number in the header.

**SAVE** the document as **TASK A3**

Sam wants you to create two web pages for the TSR website. Content for the web pages is stored in the file **WEBSITE**

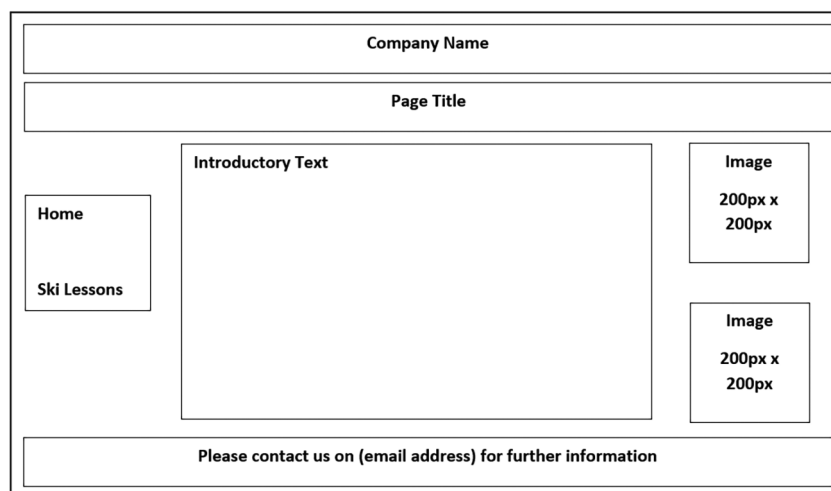
He wants you to create these two linked pages:

- Home
- Ski Lessons

Both web pages **MUST** be saved as .html

#### Task A3a

- (i) Create the home page based on this design:



Use these HTML elements:

- Company Name – <h1>
- Page Title – <h2> and underline <u>
- Introductory Text – paragraph <p>

Use the following colour scheme:

- background colour – Blue Gray (#98AFC7)
- text colour for Introductory Text – White (#FFFFFF)

Include **two** appropriate images from the **IMAGES** folder and position them as shown in the design. **One** of the images must link to [www.theskirun.net](http://www.theskirun.net)

Include the appropriate content from the **WEBSITE** document.

Include Sam's name and the email address (sam@tsr.net). Make the email address an email link.

(10)

**SAVE** the home page as **INDEX**

**TAKE** a screenshot of your home page in a web browser.

**PASTE** your screenshot into document **TASK A3**

**TAKE** screenshots of the code to show:

- <h1>, <h2>, <p> and <u> HTML elements
- Blue Gray and White colours
- email and image links
- size of images.

**PASTE** your screenshots into document **TASK A3**

**RESAVE TASK A3**

**DO NOT PRINT** at this stage.

(ii) Create the Ski Lessons page by resaving the home page as **SKI LESSONS**

Make the following changes to **SKI LESSONS**:

- page title – **Ski Lessons**
- delete the introductory text
- create an HTML table:
  - include the information from the **WEBSITE** document
  - add a 1px border.

(4)

(iii) Create links between the two pages.

(1)

**SAVE** the Ski Lessons page as **SKI LESSONS**

**RESAVE** the home page as **INDEX**

**TAKE** a screenshot of your Ski Lessons page in a web browser.

**PASTE** the screenshot in document **TASK A3**

**TAKE** screenshots of the code to show:

- HTML table
- page links.

**PASTE** the screenshots in document **TASK A3**

**RESAVE TASK A3**

**DO NOT PRINT** at this stage.

### Task A3b

Sam wants you to make these changes to the HTML code for the home page:

- text colour for Introductory Text – Indigo (#4B0082)
- right align the contact details.

(2)

**RESAVE INDEX**

**TAKE** screenshots of the changes made to the HTML code. Do not screenshot all the code, just the code to show the changes.

**PASTE** the screenshots in document **TASK A3**

**RESAVE TASK A3**

**DO NOT PRINT** at this stage.

### Task A3c

This code was used in a previous website.

```
<img src=slalom.jpg alt="Image of skier">
```

Answer these questions in the document **TASK A3**

- (i) State **one** reason why the code will not display the image. (1)
- (ii) Explain **one** reason why alt text has been used on the image. (2)
- (iii) Give **one** advantage of using a template when setting up web pages. (1)

**RESAVE TASK A3**

**PRINT TASK A3**

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**(Total for Task A3 = 21 marks)**

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**TOTAL FOR SECTION A = 50 MARKS**

## SECTION B

### Task B1

*The Ski Run* offers holidays in Europe.

The spreadsheet **SKIING** contains information on ski equipment and ski slopes.

It has two worksheets called **MEMBERS** and **DETAILS**. Some functions require you to use both worksheets.

**OPEN** the spreadsheet **SKIING**

**OPEN** the worksheet **MEMBERS**

**ENTER** 'Task B1', your name, candidate number and centre number in the header.

### Task B1a

- (i) Insert a new row at the top of the spreadsheet and enter the heading 'Ski Information 2021' (1)
- (ii) Merge and centre cells A1 to E1 (1)
- (iii) Set the formatting of the heading to:
  - font size - 24
  - font style – serif
  - font enhancement – bold.(1)
- (iv) Insert in the header:
  - the text 'Completed:'
  - an automated date.(1)
- (v) Insert a blank row between the heading and the first row of information.  
Format this row to be approximately half the height of the other rows. (1)



### Task B1b

Sam wants you to use spreadsheet tools to analyse the data for the information included.

- (i) Use **one** spreadsheet function to:
  - display the cost of Equipment Hire (4)
- (ii) Use **one** spreadsheet function to:
  - display the cost of the Ski Pass that includes a 20% discount if the cost of the Equipment Hire is more than 300€ (3)
- (iii) Enter a formula to calculate the:
  - total cost of the Equipment Hire and the Ski Pass (1)
- (iv) Replicate all functions and formula for all members. (1)
- (v) Use **one** spreadsheet function to:
  - display the total cost of Equipment Hire (1)

### Task B1c

Format the **MEMBERS** worksheet so that:

- currency values show the currency symbol (€) with no decimal places (1)
- headings are wrapped to use the space efficiently (1)
- all data is visible (1)
- the row and column headings and the page header are displayed when printed. (1)

**SAVE** the spreadsheet as **Task B1**

**PRINT** the **MEMBERS** worksheet in landscape showing the VALUES on **one** side of A4.

**DISPLAY** formulae view and ensure all FUNCTIONS and FORMULAE are displayed without truncation and will print on no more than **two** sides of A4.

**PRINT** the **MEMBERS** worksheet in landscape showing the FUNCTIONS and FORMULAE.

### Task B1d

**OPEN** the worksheet **DETAILS**

**ENTER** 'Task B1', your name, candidate number and centre number in the header.

(i) Enter a formula to calculate:

- the percentage length of each ski run type.

(1)

(ii) Use **one** spreadsheet function to calculate:

- the average length of all the ski runs.

(1)

**RESAVE** the spreadsheet as **Task B1**

**PRINT** the **DETAILS** worksheet in landscape showing the VALUES on **one** side of A4.

**DISPLAY** formulae view and ensure all FUNCTIONS and FORMULAE are displayed without truncation and print on no more than **two** sides of A4.

**PRINT** the **DETAILS** worksheet in landscape showing the FUNCTIONS and FORMULAE.

**(Total for Task B1 = 21 marks)**

### Task B2

Sam wants to know the number of members who are at Level 3.

### Task B2

- (i) Filter the **MEMBERS** worksheet to show only the Level 3 members. (1)
- (ii) Display only the data for the Member Name and Total Cost columns. (1)

**SAVE** the spreadsheet as **Task B2**

**PRINT** the **MEMBERS** worksheet showing the VALUES.

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(Total for Task B2 = 2 marks)

### Task B3

**OPEN** a new word processing document.

**ENTER** 'Task B3', your name, candidate number and centre number in the header.

**SAVE** the document as **TASK B3**

#### Task B3a

Sam wants you to create a chart to display the percentage of ski run lengths from the **DETAILS** worksheet.

The chart must include:

- a suitable title
- labels showing the % values
- appropriate series names.

(3)

**SAVE** the spreadsheet as **CHART**

**COPY** the chart or **TAKE** a screenshot of the chart.

**PASTE** the chart into document **TASK B3**. Make sure that the chart is easy to read.

**DO NOT PRINT** at this stage.

#### Task B3b

Use the **MEMBERS** worksheet to display only the data for Member Name, Member Type and Ski Pass cost.

(1)

**SAVE** the spreadsheet as **TASK B3b**

**TAKE** a screenshot of the spreadsheet including column letters.

**PASTE** the screenshot into document **TASK B3**

**DO NOT PRINT** at this stage.

### Task B3c

Answer these questions in document **TASK B3**

- (i) Sam has a worksheet showing the star ratings of the hotels the members will be staying in.

	A	B
1	<b>Hotel Star Ratings</b>	
2	<b>Hotel Name</b>	<b>Star Rating</b>
3	Das Konservatorium	5
4	Haus Montain	3
5	Alpen Haus	3
6	Keltisch Resort	5
7	Hotel Flussfer	4
8	Haus Wald	4
9	Hotel Ski	5
10	Hotel mit grünem Blick	5
11	Skigebiet	4
12	Die Hütte	3
13	Haus Sloeden	5
14	Gurgl ski resort	3
15		=COUNTIF(B3:B14,B7)

The function =COUNTIF(B3:B14,B7) has been used in cell B15.

Describe how this function works with this data.

(3)

- (ii) State the feature labelled A.

A

Ski_run_information	
A	B
1	<b>Ski runs</b>
2	<b>Total length in km</b> 108
3	
4	<b>Ski run type</b> <b>Length in km</b>
5	Blue 54
6	Red 36
7	Black 18

(1)

**SAVE TASK B3**

**PRINT TASK B3**

**(Total for Task B3 = 8 marks)**

## Task B4

**OPEN** a new word processing document.

**ENTER** 'Task B4a', your name, candidate number and centre number in the header.

**SAVE** the document as **TASK B4a**

Sam wants you to create a fact sheet to show the prices of ski lessons.

Use the **FACT SHEET** document for this task.

### Task B4a

Create the fact sheet.

The fact sheet must follow the design shown on the **FACT SHEET** document.

The fact sheet must fit on **one** side of A4 and include the:

- heading
- information
- table.

(13)

**RESAVE TASK B4a**

**PRINT TASK B4a**

### Task B4b

**OPEN** a new word processing document.

**ENTER** 'Task B4b', your name, candidate number and centre number in the header.

**SAVE** the document as **TASK B4b**

Answer these questions on the document **TASK B4b**

(i) Explain **one** improvement you would make to the table. (2)

(ii) Explain **one** reason why 'Save As' is used, rather than 'Save', when saving a file. (2)

(iii) Spelling and grammar tools have been used to check some text.

Explain **one** reason why proofreading is still required. (2)

**RESAVE TASK B4b**

**PRINT TASK B4b**

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(Total for Task B4 = 19 marks)

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**TOTAL FOR SECTION B = 50 MARKS**  
**TOTAL FOR PAPER = 100 MARKS**

**BLANK PAGE**