# EDSQ | Entry Level | Going To The Gym 1 | Mark Scheme

**Internet Research**

Saved Internet Research Form showing:

- **ONE** image of a gym membership card.
- the cost of a month's membership at a gym near you.
- web address for membership fee information

**Update A Document**

Updated flyer showing the following changes:

1. Add the following information in the correct location:

or online

pilates and yoga

2. Edit the following information:

Change the number 25 to display currency (£) with two decimal places.

Change weekly to daily

3. Format the flyer

a. Centre align the heading.

b. Change the colour of the heading to red.

c. Underline the heading.

d. Make the text "Do you want to be healthy?" bold and italics.

e. Change the font size for the body of the text to 12.

f. Use bullets for the 3 lines after "Our gym has".

g. Insert your saved image of a gym membership badge and resize it so all the information fits on one page.

h. Centre align the image.

i. Save the flyer with a suitable name.

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**Email A Document**

Email document showing:

- new contact information.
- completed email including

a. Enter the email address.

b. Include a suitable subject.

c. Attach the updated flyer.

d. Include a suitable message saying you have attached the information required.

e. Make sure you include a suitable greeting.

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