

Write your name here

Surname

Other names

**Pearson Edexcel
Functional Skills**

Centre Number

--	--	--	--	--

Candidate Number

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Information and Communication Technology Level 1

COVER SHEET

9 – 13 January 2017

Paper Reference

FST01/01

Total Marks

My signature confirms that I will not discuss the content of the test with anyone until the end of the 5 day test window.

Signature: _____

Instructions

- Use **black** ink or ball-point pen.
- **Fill in the boxes** at the top of this page with your name, centre number and candidate number.
- Sign the declaration.
- Punch a hole in the top left corner of each printout.
- Ensure your printouts are in the correct order and attach them to Page 2 of this cover sheet using a treasury tag, as shown.

P53781A

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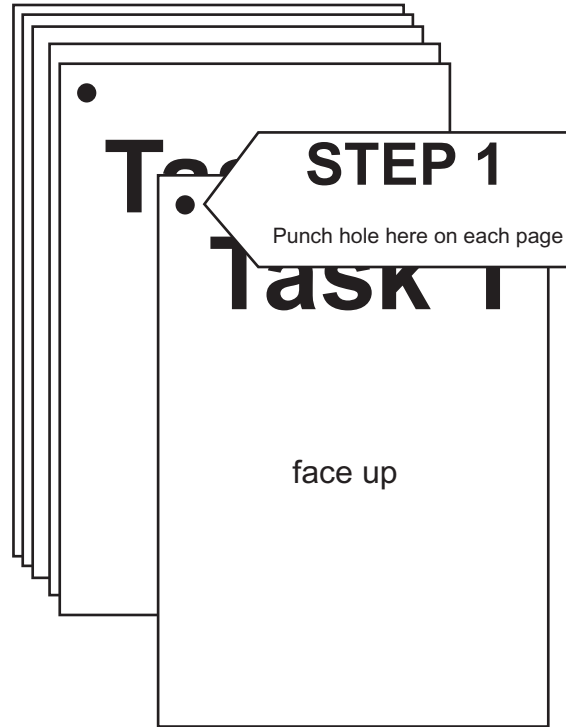


Turn over ►



Pearson

Put 'treasury tag'
through this hole



STEP 2 Arrange your pages in this order, face up.

- Task 1
- Task 2
- Task 3
- Task 4
- Task 5

STEP 3 Put a 'treasury tag' through all
your pages.

STEP 4 (last) - - - - -



FOR EXAMINER'S USE ONLY

2a	1	
	2	
	3	
	3	
2b	1	
	2	
	2	
2c	1	
	2	
	2	
2d	1	
	2	
	2	
2ei	1	
	1	
2eii	1	
	2	
	2	
2f	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
8		
3a	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	
	13	
	14	
	15	
	16	
3b	16	
	1	
	2	
2		
4	1	
	2	
	3	
	4	
	5	
	6	
5	6	
	1	
	2	
2		
1	4	
2	20	
3	18	
4	6	
5	2	





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Pearson Edexcel Functional Skills

Information and Communication Technology Level 1

9 – 13 January 2017

Time: 2 hours

Paper Reference

FST01/01

You must have:

- ResponsesJan17L1
- CardCostL1
- AnytimeFruitL1
- ImagesJan17L1
- Cover Sheet (enclosed)
- Short treasury tag

Instructions

- Complete **all** tasks.
- **Enter** your name, centre number and candidate number on each page before printing.
- Attach **all** tasks securely to the cover sheet using the treasury tag provided.

Information

- The test is divided into **TWO** sections.
- Start with **Section A**. You are advised to spend **15 minutes** on **Section A** and **1 hour and 45 minutes** on **Section B**.
- You will need to use the internet in **Section A**. You must **not** use the internet in **Section B**.
- The total mark is **50**.
- The marks for **each** task are shown in brackets
– use this as a guide as to how much time to spend on each task.

Advice

- Read each task carefully before you start to complete it.
- Keep an eye on the time.
- Try to complete each task.
- Check your work.

Turn over ►

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Background

The children at *Lowland Primary School* enjoy cookery lessons.

The school plans to sell sets of recipe cards.

Getting Started

The **Data Files** folder in your user area contains all the files you need for this test.

These are:

- ResponsesJan17L1
- CardCostL1
- AnytimeFruitL1
- ImagesJan17L1

Mark Allocation

The marks for the test will be allocated as follows:

Section A	Task 1	4 marks
Section B	Task 2	20 marks
	Task 3	18 marks
	Task 4	6 marks
	Task 5	2 marks
Total		50 marks

Complete ALL tasks.

Section B covers tasks 2–5 in the test.

Section A

You must use the internet for this section only.

Task 1 – Eggs

Sensie Redfern, school secretary, is organising the recipe cards.

She wants to include a 'Did You Know' fact on each recipe card.

She needs some information about eggs.

Open **ResponsesJan17L1**

Enter your name, candidate number and centre number.

Use an internet search engine to find the weight range of a large sized egg in the United Kingdom.

Show how you did this by completing **ResponsesJan17L1** with:

- a screen shot of the search engine and the keywords you typed in
- the weight range of a large sized egg in the United Kingdom
- the full website address (URL) that you used.

Resave **ResponsesJan17L1** for use in **Section B, Task 3.**

Evidence

*A printout of **ResponsesJan17L1***

Remember

Make sure your name, candidate number and centre number are on the printout.

(Total for Task 1 = 4 marks)

TOTAL FOR SECTION A = 4 MARKS

You must not use the internet for the rest of the test.

Section B

You must not use the internet from this point onwards.

Task 2 – Recipe card costs

Sensie wants to sell the sets of recipe cards.

The cost of producing the recipe cards depends on how many are sold.

CardCostL1 gives the costs based on sales of 200, 300 and 500 sets of recipe cards.

- (a) Open **CardCostL1**

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

The cost for **Stationery** is:

200 sets	112
300 sets	224
500 sets	382

Enter this information on to the spreadsheet.

(3)

- (b) Use a formula to calculate the **Total Income** for each **Number of Sets**

(2)

- (c) Use a formula to calculate the **Total Cost** for each **Number of Sets**

(2)

- (d) Use a formula to calculate the **Profit** for each **Number of Sets**

HINT: The profit is the total income minus the total cost.

(2)

Evidence

A printout of your spreadsheet showing the **formulae** you used.

Remember

Make sure your name, candidate number and centre number are on the printout.

Resave the spreadsheet.

(e) Make sure that the spreadsheet is clear and easy to read.

(i) Format all currency values to £ with two decimal places.

(1)

(ii) Add any other formatting that makes the spreadsheet easy to use.

(2)

Evidence

A printout of your spreadsheet showing the **data**.

Remember

Make sure your name, candidate number and centre number are on the printout.

Resave the spreadsheet.

(f) Create a chart to display the five costs for each number of sets.

The chart must:

- be clearly labelled
- be easy to understand
- have an appropriate title
- be saved on a separate sheet within your spreadsheet.

(8)

Evidence

A printout of your **chart** on an A4 sheet.

Remember

Make sure your name, candidate number and centre number are on the printout.

Save the chart.

(Total for Task 2 = 20 marks)

Task 3 – Recipe card

Sensie wants to create a recipe card for the Anytime Fruit Cake.

This will be **Cake Recipe Card 17**

The recipe card will have a front and back.

(a) The front **and** back must be:

- **side by side** on **one** A4 page, landscape
- the same size
- clear and easy to read.

The recipe card must include:

- the text from **AnytimeFruitL1**
- the Cake Recipe Card number
- the information you found in **Section A, Task 1**
- the logo from **ImagesJan17L1** on **both** front and back
- **two** other appropriate images selected from **ImagesJan17L1**

Create the recipe card.

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

Save the recipe card using a meaningful file name.

(16)

Evidence

A printout of your recipe card on one A4 page, landscape.

Remember

Make sure your name, candidate number and centre number are on the printout.

(b) Answer this question in the space provided in **ResponsesJan17L1**

Open **ResponsesJan17L1**

Sensie **adds a digital signature** to reduce the risk of anyone making changes to the recipe card.

Give **two** other ways Sensie could reduce this risk.

(2)

Evidence

A printout of **ResponsesJan17L1**

Remember

Make sure your name, candidate number and centre number are on the printout.

(Total for Task 3 = 18 marks)

Task 4 – Email your spreadsheet

You must **not** use the internet for this task.

Sensie needs the school finance manager to agree the costs before she prints the recipe cards.

The finance manager is called Brian Thompson.

His email address is bthompson@lowlandps.ac.uk

Prepare an email to Brian attaching a copy of your spreadsheet.

Include a message asking Brian to confirm that he is happy with the costs.

Produce a screen shot showing the email that you have prepared.

Save the screen shot using a meaningful file name.

Evidence

A printout of the screen shot showing your email.

Make sure it shows clearly the email address, the subject, the message and the attachment.

Make sure the screen shot is clear and large enough to be read.

Remember

Make sure your name, candidate number and centre number are on the printout.

(Total for Task 4 = 6 marks)

Task 5 – Using ICT

Sensie wants a new folder to store the recipe cards.

Create a new folder called **RCards 2017**

Move your spreadsheet **and** recipe card **only** into this folder.

Produce a screen shot showing your spreadsheet and recipe card in the new folder.

Evidence

*A printout of the screen shot showing the **RCards 2017** folder containing **only** your spreadsheet and recipe card.*

Make sure the screen shot is clear and the text is large enough to be read.

Remember

Make sure your name, candidate number and centre number are on the printout.

(Total for Task 5 = 2 marks)

TOTAL FOR SECTION B = 46 MARKS

TOTAL FOR TEST = 50 MARKS

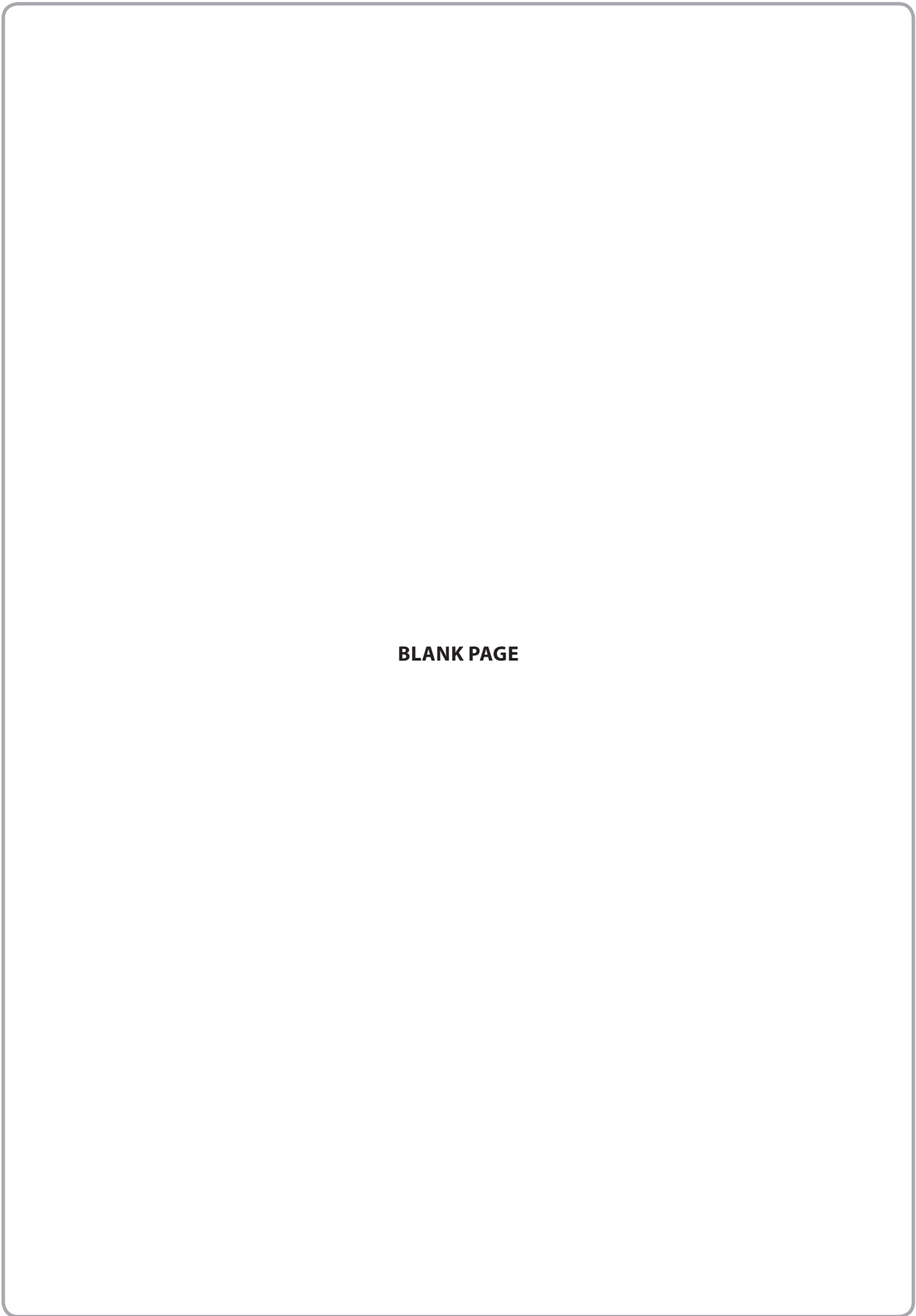
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