

Thursday 23 May 2013 – Morning

AS GCE

APPLIED INFORMATION AND COMMUNICATION TECHNOLOGY

G041/01 How Organisations Use ICT

Candidates answer on the Question Paper.

OCR supplied materials:

- Instructions for Candidates G041/01/IC (inserted)

Other materials required:

- Candidates pre-prepared materials for pre-release tasks 1, 2 and 3

Duration: 1 hour 30 minutes

MODIFIED LANGUAGE



Candidate
forename

Candidate
surname

Centre number

Candidate number

INSTRUCTIONS TO CANDIDATES

- The Insert will be found in the centre of this document.
- Write your name, centre number and candidate number in the boxes above. Please write clearly and in capital letters.
- Use black ink. HB pencil may be used for graphs and diagrams only.
- Answer **all** the questions.
- Read each question carefully. Make sure you know what you have to do before starting your answer.
- Write your answer to each question in the space provided. Additional paper may be used if necessary but you must clearly show your candidate number, centre number and question number(s).
- Attach your pre-prepared material for tasks 1–3.
- Do **not** write in the bar codes.

INFORMATION FOR CANDIDATES

- The number of marks is given in brackets [] at the end of each question or part question.
- The total number of marks for this paper is **100**.
- This document consists of **12** pages. Any blank pages are indicated.

For Examiner's Use		Max
Task 2		15
Task 3		15
1		5
2		5
3		2
4		10
5		10
6		10
7		8
8		6
9		8
10		6
Total		100

2
SECTION A

This section relates to the case study on Progress Blinds.

- 1** The Finance and Administration Director in Progress Blinds is responsible for a number of job functions. One of these job functions is general administration.

Identify **one** other job function that this director is responsible for. Describe **four** tasks carried out by this job function.

Job function

Task 1

.....

Task 2

.....

Task 3

.....

Task 4

.....

[5]

- 2** Describe the role of the Sales and Marketing Director in Progress Blinds.

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[5]

- 3** Stock levels in the warehouse are checked once a month. Progress Blinds use approved suppliers to supply the material and other stock needed.

Describe the interaction between Progress Blinds and these suppliers.

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..... [2]

4 Stock control is an important procedure for Progress Blinds.

(a) (i) Describe how different items of stock are identified by the stock control system.

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.....

.....

..... [3]

(ii) Identify **one** other value that is input when new stock is received and the input method used.

Value

Input method [2]

(b) The Warehouse Manager can check the stock level of the rolls of material used to make the blinds.

(i) Describe the **calculations** to keep this value up-to-date.

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..... [4]

(ii) Identify the output method used.

..... [1]

- 5 Administration assistants in a showroom use an ICT system to make appointments.

Explain **one** example of each of the following for this ICT system:

- (i) hardware

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..... [2]

- (ii) software

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..... [2]

- (iii) input data

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..... [2]

- (iv) processing

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..... [2]

- (v) output

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..... [2]

- 6 The Managing Director of Progress Blinds is concerned that weaknesses in the company's ICT systems are badly affecting communication between the different sites and personnel.

(a) Explain **two** improvements that could be made to the company's ICT systems to improve communication.

1

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2

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[4]

(b) Discuss the benefits and limitations of such improvements.

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..... [6]

7 Suggested improvements to the ICT systems at Progress Blinds will affect working practices.

(a) Explain **two** possible changes to the working practices of Progress Blinds.

1

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2

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[4]

(b) Explain **two** possible impacts of these changes on the **employees** of Progress Blinds.

1

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2

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[4]

8
SECTION B

You do not need the case study or your notes to answer these questions.

- 8** There are two aims of the Electronic Communications Act (2000). One of the aims is to facilitate electronic communication.

(a) What is the other aim?

..... **[1]**

(b) Which type of business activity benefits most from this Act?

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.....
..... **[1]**

(c) Describe **two** reasons why this Act was needed.

1.
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.....
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2.
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.....
..... **[4]**

- 9 A travel agency sells holidays to customers. The travel agency will need personal information from customers such as their names and contact details.

(a) Describe **two** other types of information the travel agency will need from customers.

1

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2

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[4]

(b) Describe **two** ways this information might be obtained.

1

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2

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[4]

- 10** Developments in ICT are rapid. New and updated versions of hardware and software are frequently being announced.

Explain the possible impacts of the fast-changing pace of ICT developments in the workplace.

..... [6

END OF QUESTION PAPER

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