

# Pearson Edexcel Functional Skills – Entry 1

## ICT

### Entry 1

### Set 3

Controlled Assessment Material

**Valid from September 2016 to August 2017**

**Learner name**

**Learner signature and date**

### Instructions

- Complete **all** parts of the task.
- Enter your name, candidate number and centre number on your printout.

### Information

- You will be allowed up to 2 hours to complete the task.
- The total mark is **10**.

### Data files required for the task

- Poster17E1Set3

### Advice

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

*Turn over ►*

**W53851A**

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**PEARSON**

Cosy Cafe sells toasted sandwiches.

They need a poster.

A poster has been started. You must finish it.

### **Getting ready**

- 1** Make sure you are sitting comfortably.

Make sure you work safely at all times during the task.

(1)

- 2** Start the computer system.

(1)

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**(Total = 2 marks)**

### **During the task**

- 1** You will get a mark for using software.

(1)

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**(Total = 1 mark)**

## Finish the poster

- 1** You have been sent a message by email or text.

Open and read the message.

(2)

- 2** Open the file **Poster17E1Set3**

Use the information in the message to:

- enter the price toasted sandwiches start from
- change the price of each filling.

(3)

- 3** The poster contains an image.

Label the image so that people know what it shows.

(2)

**(Total = 7 marks)**

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**Finishing off** *(you may ask for help if you need it)*

Save the poster.

Print the poster.

Make sure your name is on the printout.

Hand in your printout.

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