



Coimisiún na Scrúduithe Stáit State Examinations Commission

Leaving Certificate Applied 2009

Vocational Specialism – Information and Communication Technology

Practical Performance and Written Test
(400 marks)

Wednesday, 20 May 2009

Morning 10:00 to 12:00

for the superintendent only

Centre Stamp

General Directions

1. Write your examination number in this space.
2. Write your answers into this answerbook.
3. Be sure to return all of your printouts with this answerbook.

There are three sections in this examination:

Section 1: **General Theory**

Section 2: **Word Processing**

Section 3: **Optional Modules**

for the examiner only

1. Running total	
2. Total of extra questions	
3. Total mark (1 minus 2)	

SECTION		MARK
Section 1		
Section 2		
Section 3	Module 2	
	Module 3	
	Module 4	
	Module 5	
	Module 6	
TOTAL		

Section 1 - General Theory

(80 marks)

Answer all 10 questions in the spaces provided.

1. Name **two** operating systems.

(a) _____

(b) _____

2. What does each of the following represent?

(a) WWW _____

(b) HTTP _____

3. List **two** input devices.

(a) _____

(b) _____

4. Give **two** advantages of a laser printer.

(a) _____

(b) _____

5. List **two** storage devices that could be used when backing up files.

(a) _____

(b) _____

6. What does each of the following represent?

(a) ATM _____

(b) VDU _____

7. Describe how you would change the name of a file in a word processor.

8. Explain each of the following terms. Give **one** example of each.

(a) Hardware: _____

Example: _____

(b) Software: _____

Example: _____

9. Give **two** features of a multimedia computer.

(a) _____

(b) _____

10. List **two** ways to prevent a virus in a computer.

(a) _____

(b) _____

Section 2 - Module 1: Word Processing

(80 marks)

There are two questions in this section of the examination.

Answer both questions.

11. Word Processing Theory

(10 marks)

- (a) You want to make certain words stand out in a word processing document. Describe **two** ways of emphasising text in a word processing document.

(1) _____

(2) _____

- (b) Describe how you would insert a clipart picture into a word processing document.

12. Practical Word Processing Assignment

(70 marks)

There is a word processing file on your external storage device called **DIGICAM**.

- (a) Open this file and make the changes shown on page 6.
- (b) Insert your examination number in the position shown on page 6.
- (c) Use today's date as a header in the document.
- (d) Add the following table to the end of your document, making sure to format it as shown.

Product	Cost (€)
Canon IXUS	249.00
Fuji Fine Pix	413.00
Olympus Evolt	695.00

- (e) Spell check the entire document.
- (f) Proof read the document and delete any repeated sentences.
- (g) Insert automatic page numbering at the bottom centre of the document.
- (h) Save the document on your external storage device as **DIGICAM2** and print one copy.

Be sure to return the printout with your answerbook.

(Examination Number)

(digital cameras) Bold, centre, Initial caps, 18 pt

delete N.P. A digital camera works in the same way as a normal camera but requires no film. Instead, the pictures are stored electronically on a small memory card inside the camera. When this card is full, the pictures can be transferred to a computer, allowing the memory card to be used repeatedly. Most digital cameras allow photos to be viewed on an LCD (liquid crystal display) screen embedded in the camera.

run on This enables photos to be viewed immediately after they've been taken and deleted or saved as required. This enables photos to be viewed immediately after they've been taken and deleted or saved as required.

bullets VCR Images captured using a digital camera can be:
Downloaded to a computer for viewing, slideshow creation and printing.
Displayed on a television screen.
Copied to a videocassette recorder or DVD.
Printed directly from the camera or memory card.

bold of Digital cameras are powered by batteries and usually have many of the features of regular cameras, e.g. an optical viewfinder, a variety of flash and exposure modes, a zoom lens and a self-timer.

Fully justify

* Insert table here.

* Change line spacing to 1.5 throughout the document.

Section 3 - Optional Modules

(240 marks)

There are **five** modules in this section of the examination.
Complete any **three** of these modules.
All modules carry the same number of marks.

Module 2: Spreadsheets

(80 marks)

There are two questions in this module.
Answer both questions.

13. Spreadsheet Theory

(10 marks)

- (a) Examine the spreadsheet below.

	A	B	C	D	E
1	ABC Ltd				
2					
3	Employee	Gross Pay	Tax	Net Pay	
4	P Ryan	250	35		
5					
6					

Write a suitable formula for cell **D4** that would calculate the **Net Pay** for P Ryan.

Formula: _____

- (b) Explain the following spreadsheet terms:

(1) Row _____

(2) Column _____

14. Practical Spreadsheet Assignment

(70 marks)

- (a) Set up a spreadsheet as shown below. Align and format the spreadsheet as shown. Adjust column widths as necessary.

	A	B	C	D
1	Computer Sales			
2				
3	Model	Quantity Sold	Unit Price	Income
4	Standard PC	200	1095	
5	High Spec PC	150	1299	
6	Silver Laptop	323	1350	
7	Black Laptop	167	1450	
8	Hand Held PC	155	2500	
9	PDA	85	330	
10	Total Sold		Total Income	
11				
12	Average Sold		VAT @ 21.5%	
13				
14	Examination Number			

- (b) (1) Calculate the **Income** by multiplying the **Quantity Sold** by the **Unit Price**. This should be displayed in cell **D4**. Repeat this for every model of computer.
- (2) Write the formula you used in cell **D4** on this line.
-
- (c) Calculate the **Total Sold** by adding the **Quantity Sold** for every model of computer. This should be displayed in cell **B10**.
- (d) Calculate the **Average Sold** per model. This should be displayed in cell **B12**.
- (e) Calculate the **Total Income** by adding the **Income** for every model of computer. This should be displayed in cell **D10**.
- (f) Calculate the **VAT @ 21.5%** by multiplying the **Total Income** by 21.5%. This should be displayed in cell **D12**.
- (g) Format all cells that contain money to currency with two decimal places (e.g. €80.00).
- (h) Insert your examination number in cell **A14**.
- (i) Create a column chart that will display the **Income** for each **Model** of computer. Use your examination number and the words **Computer Sales** as the title of the chart.
- (j) Delete Row 11 in the spreadsheet.
- (k) Save the file on your external storage device as **PCSALES**.
- (l) Print one copy of both the spreadsheet and the chart.

Be sure to return the printout(s) with your answerbook.

Module 3: Databases

(80 marks)

There are two questions in this module.

Answer both questions.

15. Database Theory

(10 marks)

- (a) Which one of the following is most likely to be produced using a database?

Magazine	Sales chart
Telephone directory	Business letter

- (b) Study the database below. For each **Field name** write a suitable **Data type** in the space provided.

Field name	Data type
Product name	
Number ordered	
Price	

16. Practical Database Assignment

(70 marks)

You have been given a database file on your external storage device called **MUSIC**.

- (a) Open this file.
- (b) Add a new field called **Type** after the **Price** field. This field should be formatted as text.
- (c) Add the following data to the **Type** field.

Title	Artist	Format	Price	Type
The Galway Girl	Shannon and Mundy	MP3	5.99	Single
Viva La Vida	Coldplay	CD	5.99	Single
American Boy	Estelle Feat	MP3	25.99	Album
Violet Hill	Coldplay	MP3	6.99	Single
Give it to Me	Madonna	CD	22.99	Album
With You	Chris Brown	CD	17.99	Album
SOS	Jonas Brothers	CD	4.99	Single
Forever	Chris Brown	CD	5.99	Single

- (d) Delete the record with the song title American Boy.
- (e) Add the following records to the database.

Title	Artist	Format	Price	Type
That's not my Name	Ting Tings	MP3	6.99	Single
Closer	Ne Yo	CD	5.99	Single
Cry for You	September	CD	21.99	Album

- (f) Amend the record titled SOS. The format should be MP3 and 5.99 should be the price.
- (g) Sort the database in descending order according to **Price**.
- (h) Having made the above changes, print the database.
Make sure to write your examination number on this printout.
- (i) Select all records with an MP3 format. Sort these by **Title** in ascending order and print.
Make sure to write your examination number on this printout.
- (j) Save this query on your external storage device as **MP3**.
- (k) Save this file and close the database.

Be sure to return the two printouts with your answerbook.

Module 4: Desktop Publishing

(80 marks)

There are two questions in this module.

Answer both questions.

17. Desktop Publishing Theory

(10 marks)

- (a) Give **two** advantages of using a Desktop Publisher over a word processor when designing a brochure.

(1) _____

(2) _____

- (b) Name **two** text effects.

(1) _____

(2) _____

18. Practical Desktop Publishing Assignment

(70 marks)

Your external storage device has a text file called **MENU** and a piece of clipart called **FOOD**.

- (a) Use the text and the clipart from your external storage device to create the document as shown on page 13. The supplied clipart may not be the same as the clipart shown.
- (b) Insert your examination number in the position shown on page 13.
- (c) Insert the clipart in the position shown and increase its size to 4 cm × 4 cm.
- (d) Insert the heading **Menu** using Arial, 36 pt and bold.
- (e) Put a border, similar to the border shown, around the entire menu as shown on page 13.
- (f) Centre the entire menu.
- (g) Format the text **Starters** as Times New Roman, 18 pt, bold and underline. Repeat this step for the text **Soups**, **Main Courses** and **Desserts**.
- (h) Format the list of starters as Times New Roman, 14 pt. Repeat this step for the list of soups, main courses and desserts.
- (i) Format the text “Each main course...organic vegetables.” as Times New Roman, 14 pt and italics.
- (j) Insert the text “Price: €21.50” as shown on page 13. Format it as Times New Roman, 14 pt and bold.
- (k) Insert blank lines/returns are necessary so that the menu is spaced out as shown on page 13.
- (l) Save the document as **FINMENU** and print one copy.

Be sure to return the printout with your answerbook.

(Examination Number)



Menu

Starters

Smoked Irish Salmon
Cucumber, Ginger and Chilli Salad
Tiger Prawns

Soups

Cream of Leek and Potato Soup
Tomato and Herb Soup
Chicken and Mushroom Soup

Main Courses

Baked Fillet of Wild Atlantic Sea Bass
Grilled Darné of Salmon
Roast Chicken and Ham
Medallions of Irish Pork

Each main course is served with potatoes and fresh organic vegetables.

Desserts

Knickerbocker Glory
Sherry Trifle
Strawberry Cheesecake

Price: €21.50

Module 5: The Internet

(80 marks)

There are two questions in this module.

Answer both questions.

19. Internet Theory

(10 marks)

- (a) Explain the term *search engine*.

Give one example of a *search engine*.

- (b) What does each of the following represent?

(1) HTML

(2) ISP

20. Practical Internet Assignment

(70 marks)

TASK 1

- (a) Log on to the Internet.
- (b) Open any one of the following sites:
 - www.eason.ie
 - www.hughesbooks.com
 - www.waterstones.com
- (c) Save the logo of the bookshop from the site as **BOOKLOGO** to your external storage device.
- (d) Find a page that gives information on books for children.
Print the first page of the children's books information.
Make sure you write your examination number on the printout.
- (e) Save the page on your external storage device as **KIDSBOOK**.

TASK 2

- (a) Use any search engine to find information on Internet Safety for children.
- (b) Save it on your external storage device as **SAFETY**. Print the first page.
Make sure you write your examination number on the printout.

TASK 3

- (a) Type the following email to be sent to the address given on form **EM1**.
- (b) CC the email to your own email address.
- (c) The subject of the email is *Website logo*.
- (d) The text of the email is:

Hi there!
Will you have a look at the attached and see if it would be suitable for our new website?
Thanks,
Signed: (Your Examination Number)

- (e) Attach the file **BOOKLOGO** that you saved earlier to the email.
- (f) Send the email.
- (g) Open the email you have sent to yourself and print one copy.

Be sure to return the three printouts with your answerbook.

Module 6: Text Entry

(80 marks)

There are two questions in this module.

Answer both questions.

21. Text Entry Theory

(10 marks)

The following passage has at least 10 errors in it. These include spelling, punctuation and layout errors. Proof-read the document and mark the errors with a pen.

A Laptop Computer (also notebook computer, notebook and notepad) is an small mobile computer, weighing 2 to 6 kg. some older laptops may weigh more

Laptops usually run run on a single main battery or from an external AD/DC adapter that charges the battery while also supplying power to the computer itselve even in the even of a power failure.

This very powerful main battery should not but confused with the much smallest battery nearly al computers use to run the real-time clock and backup BIOS configuration into the CMOS memory when the computer is without power.

Laptops usually had liquid crystal displays and most of them use different memory modules for there random access memory (RAM), for instance, SO-DIMM instead of the larger DIMMs. In addition to a built in keyboard, they may use a touch pad or a pinting stick for input, though an external keyboard or mouse can usually be attached.

22. Practical Text Entry Assignment

(70 marks)

TASK 1 Data Entry Test

- (a) Insert your examination number in the position shown.
- (b) Type the following passage in Arial, 12 pt, 1.5 line spacing.
- (c) Format text as shown below.
- (d) Save it on your external storage device as **NETWORK** and print one copy.

(Examination Number)

3rd Generation Wireless Networks

A new breed of *wireless networks* with higher speed and capacity than 2G networks are being planned, designed and deployed in different countries now. These networks are in *higher frequency* band (2 GHz and beyond) with larger bandwidth (around 5 MHz) than 2G can provide.

3G networks, when fully implemented (2 to 5 years), will move **mobile computing** to a new level of performance and capacity. Meanwhile, WIRELESS APPLICATIONS should be implemented carefully. Choose your communications hardware so that it will allow you to migrate to future networks without application-level changes. Continue to invest in building your wireless network traffic! Approximately 25-38 Kbps with GPRS or faster speed with 1 x RTT CDMA alternative is more than adequate speed for well-designed transaction-based applications.

Be sure to return the printout with your answerbook.

TASK 2 Creating a Memo

- (a) Insert your examination number at the top of your document.
- (b) You have been asked to create a memo using the following information.

Memo

To: All Staff

From: Manager

Reference: Canteen

Date: Insert today's date here

I am pleased to inform you that the canteen will now be open in the evenings for staff that are working late.

You will be able to purchase a range of healthy snacks and hot food from 5.30 pm to 7.30 pm.

An additional charge of €1 will apply to all meals purchased.

- (c) The heading **Memo** is to be formatted as Arial, 16 pt and bold.
- (d) The remaining text of the memo is to be formatted as Arial, 14 pt.
- (e) Use tabs to align the text of the memo as shown above.
- (f) Emphasise the words *To*, *From*, *Reference* and *Date* by using bold.
- (g) Apply spacing to the memo so that it fits on one A4 page, with good use of white space.
- (h) Save it on your external storage device as **MEMO** and print one copy.

Be sure to return the printout with your answerbook.

Blank Page

Blank Page