Cambridge IGCSE

CANDIDATE NAME

CENTRE NUMBER

CANDIDATE NUMBER

INFORMATION AND COMMUNICATION TECHNOLOGY **0417/03**

Paper 3 Practical Test **October/November 2015**

2 hours 30 minutes

Additional Materials: Candidate Source Files

READ THESE INSTRUCTIONS FIRST

Make sure that your **Centre number**, **candidate number** and **name** are written at the top of this page and are clearly visible on every printout, before it is sent to the printer. Printouts with handwritten information will **not** be marked.

DO **NOT** WRITE IN ANY BARCODES.

Carry out **every** instruction in each step.

Steps are numbered on the left hand side of the page. On the right hand side of the page for each step, you will find a box which you can tick (✓) when you have completed it; this will help you track your progress through the test.

At the end of the exam put this **Question Paper** and **all** your printouts into the Assessment Record Folder.

If you have produced rough copies of printouts, these should be neatly crossed through to indicate that they are **not** the copy to be marked.

You work for Hothouse Design and will produce materials for the Tawara Wildlife Conservation Trust. ✓

1   Create a new folder called **N15Tawara**   ☐

2   Locate and download the following files from the website   ☐

http://www.hothouse-design.co.uk/tawara-wildlife

Store them in your **N15Tawara** folder:

n15_3_1.jpg
n15_3_2.jpg
n15_3_3.jpg
n15_3_4.jpg
n15_3_5.jpg
n15_3_6.jpg
n15_3_7.jpg
n15_3_8.jpg
n15_3_alligator.htm
n15_3_title.jpg
n15_3_evidence.rtf
n15_3_payroll.csv
n15_3_style.css

3   Open the file **n15_3_evidence.rtf**   ☐

Make sure your name, Centre number and candidate number will appear on every page of this document.

Save this Evidence Document in your work area as **n5evidence** followed by your candidate number. For example, n5evidence9999. You will need this file later.

The Tawara Wildlife Conservation Trust requires you to create a spreadsheet to calculate the wage bill for one week.

All currency values must be shown in dollars ($) with 2 decimal places. Make sure that you use the most efficient methods to do each task. Make sure that each printout fits on a single page and that the contents of all cells are fully visible.

4   Using a suitable software package, load the file **n15_3_payroll.csv**   ☐

Examine the contents of this file and save it as a spreadsheet.

5   Use cells A19 to D27 to create a named range **Rates**   ☐

Show evidence of how you created this in your Evidence Document.

6   Merge cells A1 to H1 so they become a single cell.   ☐

7   Enter the text **TWCT – Week 14 Payroll** in this cell.   ☐

✓

8 Format this text so that it is a bold, **18** point, centre aligned, sans-serif font. ☐

9 Format this cell so that it contains white text on a black background. ☐

10 In cell D4 enter a function to look up the pay rate from the *Rates* table using the pay code as the look up value and the named range *Rates* as the array. ☐

*Formulae will be entered in steps 11 and 12. These will **not** produce results until test data is entered into cell F4.*

11 In cell G4 enter a formula to calculate the pay for this employee using their pay rate and hours worked. ☐

Select appropriate data that you can enter into cell F4 to test this formula. Enter this data in the *Data chosen* column of the test table in your Evidence Document.

Record in the *Expected* column of your test table the value you expect to see in cell G4.

Enter your test data into cell F4 and record the result in the *Actual* column of your test table.

12 In cell H4 enter a formula to display the word **Yes** if the hours worked are greater than the contract hours, display the word **No** if the hours worked are the same as the contract hours or display the word **Incomplete** if the hours worked are less than the contract hours. ☐

Select **three** items of appropriate data that you can enter into cell F4 to test this formula. Enter this data in the *Data chosen* column of the test table in your Evidence Document.

Record in the *Expected* column of your test table the output you expect to see in cell H4.

Enter each item of test data into cell F4 and record each result in the *Actual* column of your test table for each item of test data.

13 Replicate the formulae entered in steps 10, 11 and 12 for all employees. ☐

14 Apply appropriate formatting to all cells. ☐

15 In cell G16 enter a function to calculate the total wage bill for this week. ☐

16 In the centre of the header, add your name, Centre number and candidate number. ☐

17 Save and print the spreadsheet showing the values. ☐

18 Enter the following data in the *Hours worked* column: ✓ ☐

Hernandez	35
Castro	35
Amir	10
Lee	35
Brown	21
Jaimeson	12
Dessouky	37
D'Silva	0
Schneider	12
Gomez	7
Patel	42
Ali	35

19 Save and print the spreadsheet showing formulae. Make sure the row and column headings are displayed. ☐

20 Print the spreadsheet showing the values. ☐

21 In row 1 change the text …*Week 14*… so that it becomes …**Week 15**… ☐

22 Replace the existing data in the *Hours worked* column with this data: ☐

Hernandez	36
Castro	35
Amir	12
Lee	35
Brown	21
Jaimeson	12
Dessouky	37
D'Silva	38
Schneider	12
Gomez	7
Patel	42
Ali	24

✓

23 Print the spreadsheet showing the values. ☐

24 Sort the *Employees* data into ascending order of the employee name. ☐

25 Print the spreadsheet showing the values. ☐

26 Hide rows 17 to 27. ☐

27 Search the data to extract only the employees who have worked overtime and have a Pay code starting with *F* ☐

Show evidence of your method(s) in your Evidence Document.

28 Print the spreadsheet showing the values. ☐

You will create a new web page for the Tawara Wildlife Conservation Trust using the files downloaded in step 2. Do not use any image more than once.

29 Create a web page called **n15_3_sponsor.htm** ☐

This web page must work in all browsers and will have a table structure as shown below.
Table borders and gridlines must be visible.
The table will be centre aligned within the browser.
Each table cell is identified with a letter and all dimensions are in pixels.

A 620 × 190	
B 310 × 235	C 310 × 235
D 310 × 80	E 310 × 80
F 310 × 235	G 310 × 235
H 310 × 80	J 310 × 80
K 620 × 160	

The letters shown in the table must **not** appear on your final web page.

✓

30 In cell K enter the text
Click on the name of an animal or the image of an animal to sponsor it.

Set this text as style h2.

On a new line in the same table cell add the text **Edited by** followed by your name, Centre number and candidate number.

Set this text as style h3.

31 Enter the text:

- **Alligator** in cell D
- **Elephant** in cell E
- **Giraffe** in cell H
- **Rhinoceros** in cell J

Set this text as style h2.

32 Place in cell A the image **n15_3_title.jpg**

33 Using the most appropriate image from **n15_3_1.jpg** to **n15_3_8.jpg**, place the image of:

- an alligator in cell B
- an elephant in cell C
- a giraffe in cell F
- a rhinoceros in cell G

34 Make sure that each of the images placed in step 33 is 300 pixels wide and maintains its aspect ratio.

35 Use the image of an alligator placed in step 33 and the text *Alligator* to create hyperlinks to the page **n15_3_alligator.htm** which will open in a new window called **_gator**

36 Make sure each image has an appropriate alternate text attribute.

37 Attach the stylesheet **n15_3_style.css** to your web page.

Save your web page.

38 Display the web page in your browser.

In your Evidence Document replace the text *Image 1* with screenshot(s) of the browser window.

39 In your Evidence Document replace the text *html 1 here* with the html source.

40 Save and print your Evidence Document, ensuring that all evidence is clearly visible and can be easily read.

After the examination time – on the html printouts highlight the markup which show:

- your name, Centre number and candidate number
- the table centre aligned in the window
- the external stylesheet attached to the web page
- the widths and heights of table cells
- the image you have resized
- the hyperlink from the alligator image that opens the web page
  n15_3_alligator.htm in a new window called **_gator**
- the hyperlink from the text *Alligator* that opens the web page
  n15_3_alligator.htm in a new window called **_gator**

Write today's date in the box below.

Date

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