



UNIVERSITY OF CAMBRIDGE INTERNATIONAL EXAMINATIONS
General Certificate of Education
Advanced Subsidiary Level and Advanced Level

APPLIED INFORMATION AND COMMUNICATION TECHNOLOGY

9713/02

Paper 2 Practical Test

May/June 2009

2 hours 30 minutes

Additional Materials: Candidate Source Files

READ THESE INSTRUCTIONS FIRST

Make sure that your **Centre number**, **candidate number** and **name** are clearly visible on every printout, before it is sent to the printer.

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

Before each printout you should proof-read the document to make sure that you have followed all the instructions correctly.

At the end of the assignment put **all** your printouts into the Assessment Record Folder.

The number of marks is given in brackets [] at the end of each question or part question.






Any businesses described in this paper are entirely fictitious.

This document consists of **5** printed pages.



You work as an ICT consultant for the Relaxing Holiday Company. You are going to develop a database to record and extract information regarding holidays, flights and customers of the company.

- 1 You are required to provide evidence of your work, including screen shots at various stages. Create a document named:
CentreNumber_candidateNumber_evidence.rtf
e.g. ZZ987_0082_evidence.rtf
Place your name, Centre number and candidate number in the header of your evidence document.
- 2 Look at the data in the files **J9HOLS.CSV**, **J9CUST.CSV**, **J9OUT.CSV** and **J9HOME.CSV**
- 3 Using a suitable software package, create a new database and import these files. You will need to use the following information to create the tables:

J9HOLS		J9CUST	
Field name	Type	Field name	Type
 HolRef	Text	 CustRef	Integer
CustRef	Integer	Forename	Text
Resort	Text	Surname	Text
Hotel	Text	Address	Text
Type	Text	Town	Text
Out	Integer	Postcode	Text
Home	Integer		
Cost	Numeric: Currency, £ with 2 decimal places		
Paid	Numeric: Currency, £ with 2 decimal places		
J9OUT		J9HOME	
Field name	Type	Field name	Type
 FlightRef	Integer	 FlightRef	Integer
From	Text	From	Text
To	Text	To	Text
Flight	Text	Flight	Text
ODate	Date and Time	HDate	Date and Time
		 denotes primary key	

[20]

4 Include in your evidence document screen shots which show the structure of the four tables showing all the field types and primary keys.

5 Establish the following relationships:

J9CUST.CustRef 1 ---- ∞ *J9HOLS.CustRef*

J9HOME.FlightRef 1 ---- ∞ *J9HOLS.Home*

J9OUT.FlightRef 1 ---- ∞ *J9HOLS.Out* [3]

6 Include in your evidence document screen shots that show the relationships between these tables. Make sure that the screen shots contain evidence of the relationship type. Save and print your evidence document. [3]

7 Select ONLY the resort, hotel and dates of the flights out and home for all holidays where the hotel name contains the word **Lodge** [3]

8 Add to this extract a new field called **Days** which is calculated at run time. This must calculate the number of whole days for each of these holidays. [4]

9 Use this extract to prepare a report sorted into ascending order of *Resort* and then descending order of *Days*. Add the title **Hotels containing the word Lodge** to this report. Place your name, Centre number and candidate number in the header.

Save and print this report. [4]

You are going to prepare a summary report for customers booking more than one holiday. This report will show the number of holidays booked by each customer and the average price that each customer will pay for their holidays.

10 Select from all the records only the customers that have booked more than one holiday. Calculate for each of these customers the average price of their holidays. Include within the report only the *Forename*, *Surname* and the summary data.

Group this data by the number of holidays booked. Sort the data within each group into ascending order of *Surname*, then into ascending order of *Forename*. For each group show the number of customers and the average cost of the holidays. Make sure that the average costs are formatted into the same currency format as the cost field.

Add the title **Customers with more than one holiday** to the report. Make sure that the report fits on a single page and that all data and labels are visible. Place your name, Centre number and candidate number in the header of your report.

Save and print this report. [21]

You are going to prepare a report showing the details of bookings where there is a flight into or out of London during the month of August 2010.

11 Select from all the records only the *HolRef*, *Forename*, *Surname*, *Address*, *Town*, *Postcode*, *Resort*, *Type*, *Hotel*, *Cost*, *Paid* and the *To*, *From*, *Date* and *Flight* fields from both the *Out* and *Home* tables for the flights either out of or into London during the month of August 2010. [4]

12 Add a new field called **Balance** to this extract that is calculated at run time. This works out the *Cost* of the holiday minus the deposit *Paid* for each of these holidays. Use an appropriate format for this field. [4]

13 Produce a report with a layout similar to this:

Customer details		
Holiday reference number:		XX001
Name		Amir Khan
Address		32 Acacia Avenue
		Chelmsford
		CM2 5TT
Holiday details		
Resort		Cozumel
Hotel		Occidental Grand
Type		All inclusive
Outbound flight		
	Flight number	TX522
	Date & time	16/06/2010 07:55
	From	London Gatwick
	To	Cozumel Mexico
Return flight		
	Flight number	TX523
	Date & time	04/07/2010 13:05
	From	Cozumel Mexico
	To	London Gatwick
Payment details		
Cost of holiday		£4500.00
Deposit paid		£800.00
Balance due		£3700.00

(Please note that the data shown is not real data.)

[16]

14 The record for each customer must start on a new page. Add the title **Holidays with an August flight** to this extract. Place your name, Centre number and candidate number in the header.

Save and print this report.

[3]

The manager wants you to calculate some discount prices as an incentive to customers for prompt payment for their holidays.

15 Using a suitable software package, load the file **J9HOLS.CSV**

16 Insert 3 new blank rows at the top of the spreadsheet.

[1]

17 Delete the columns containing *CustRef*, *Resort*, *Hotel*, *Out* and *Home*

[1]

- 18 Create a discount table in the cells A1 to F2 using the following data: [1]

	A	B	C	D	E	F
1	Code	A	F	H	B	R
2	Discount	4%	3%	2.5%	1.5%	0%

- 19 Format cells B2 to F2 as percentage values with 2 decimal places. [1]

- 20 In cell E4 place the label **Discount Percentage**, in F4 place the label **Discount Value** and in G4 place the label **Balance Due**

- 21 In cell E5 place a formula that will display the *Discount Percentage*. This formula will look up the first character of the string in the *Type* column and return the corresponding *Discount* from the discount table. [4]

- 22 In cell F5 place a formula that will calculate the *Discount Value* by multiplying the *Discount Percentage* by the *Cost* [1]

- 23 In cell G5 place a formula that will calculate the *Balance Due* by subtracting the *Discount Value* and the amount *Paid* from the *Cost* [1]

- 24 Replicate the formulae entered in steps 23 to 25 for all holidays. [1]

- 25 Format the cells in the *Cost*, *Paid*, *Discount Value* and *Balance Due* columns as currency in UK Pounds (£) with 2 decimal places.

Format the cells in the *Discount Percentage* column as percentage values with 1 decimal place. [1]

- 26 Select only those holidays where the Balance Due is greater than £4000 and less than £6000. [2]

- 27 Create a footer which contains your name, Centre number and candidate number. [1]

- 28 Save and print all details of this selection, adjusting the page layout if necessary so that the whole table fits on a single page. Make sure that the contents of all cells are fully visible.

- 29 Print this selection showing formulae instead of values. Ensure that all formulae and labels are fully visible.

The company produces a number of different documents for customers and has its own website. One of the directors suggested that the company should adopt a corporate house style.

- 30 The directors of the Relaxing Holiday Company want to use a corporate house style. You must prepare a document, to be given to the directors, which explains in your own words what a corporate house style is and how it could be used by the company. Your report must be between 100 and 300 words. Place your name, Centre number and candidate number on the report.

Save and print this report. [20]