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Surname		Other names	
<b>Edexcel</b> <b>Functional Skills</b>		Centre Number	Candidate Number
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<h1 style="margin: 0;">Information and Communication Technology</h1> <h2 style="margin: 0;">Level 1</h2>			
Sample Assessment Material		Paper Reference	
<b>Time: 2 hours</b>		<b>FST01/01</b>	
<b>Materials required for examination:</b> PoniesTextL1, AccidentsL1, ImagesL1			Total Marks

### Instructions

- Use **black** ink or ball-point pen.
- **Fill in the boxes** at the top of this page with your name, centre number and candidate number.
- Answer **all** tasks.
- Make sure your name, candidate number and centre number is on every printout.
- At the end of the test use a treasury tag to attach your printouts to the middle pages of this booklet and hand it to your teacher.

### Information

- The test is divided into **TWO** sections.
- Start with **Section A**. You are advised to spend **15 minutes** on **Section A** and **1 hour and 45 minutes** on **Section B**.
- You may use the internet in **Section A**. You must not use the internet in **Section B**.
- The total marks for this test is **50**.
- The marks for **each** task are shown in brackets.

### Advice

- Work through the tasks in order.
- Keep an eye on the time.
- Label your printouts clearly.
- Use meaningful filenames.

*Turn over* ►

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## Background

The New Forest National Park is in the south of England. There are hundreds of ponies in the forest.

Lots of ponies are injured each year on the roads in the New Forest.

This is because some motorists ignore the speed limit and drive too fast.

## Getting started

The **Data files** folder in your user area contains all the files you need for this test.

These files are:

- PoniesTextL1
- AccidentsL1
- ImagesL1

## Mark allocation

The marks for the test will be allocated as follows.

<b>Section A</b>	<b>Task 1</b>	4 marks
<b>Section B</b>	<b>Task 2</b>	20 marks
	<b>Task 3</b>	18 marks
	<b>Task 4</b>	6 marks
	<b>Task 5</b>	2 marks
<b>Total</b>		<b>50 marks</b>

**Complete ALL tasks.**

**Section B covers Tasks 2-5 in the paper.**

## Section A

**You may use the internet for this section only.**

### Task 1 – What is the speed limit?

Lots of ponies are injured each year on the roads in the New Forest.

Use the internet to find out the speed limit for roads in the New Forest National Park.

Save this information for use in **Section B, Task 2**.

Write down the speed limit.

.....

Write down the details of the source you used to find this information.

Website name: .....

Website address (URL): .....

(4)

**You must not use the internet for the rest of the test.**

## Section B

**You must not use the internet from this point onwards.**

### Task 2 – Accidents

The file **AccidentsL1** records the number of accidents involving ponies.

- (a) Open the **AccidentsL1** spreadsheet.

Enter your name, candidate number and centre number in the footer.

In 2009, there were 37 minor accidents and 75 major accidents.

Enter this information on to the spreadsheet.

(4)

- (b) Use a formula to work out the total number of accidents per year.

Make sure the information is clear and easy to read.

(7)

- (c) Create a chart to display the total number of accidents each year.

Make sure the chart is labelled clearly and easy to understand.

(9)

#### **Evidence**

*A printout of your spreadsheet showing the data.*

*A printout of your spreadsheet showing the formula you used.*

*A printout of your chart.*

#### **Remember**

*Insert your name, candidate number and centre number on both printouts.*

*Resave the file.*

*Save the chart.*

**(Total for Task 2 = 20 marks)**

### Task 3 – Persuading drivers to slow down

- (a) Produce a poster to persuade motorists to slow down when they are driving through the New Forest. The poster will be displayed on the roadside.

The poster must include:

- the text from **PoniesTextL1**
- the speed limit in the New Forest National Park which you found for **Task 1**
- a suitable image selected from **ImagesL1**.

The poster must be clear and suitable for the target audience.

Enter your name, candidate number and centre number in the footer.

Save the poster using a meaningful file name.

#### **Evidence**

*A printout of your poster.*

#### **Remember**

*Insert your name, candidate number and centre number on the printout.*

(16)

- (b) Make the poster 'read only', so that people can look at it but cannot change it.

Produce a screen shot showing that you have made the file 'read only'.

(2)

#### **Evidence**

*A printout of your screen shot showing that the poster is 'read only'.*

#### **Remember**

*Insert your name, candidate number and centre number on the printout.*

**(Total for Task 3 = 18 marks)**

#### Task 4 – Email your poster

Pete Smith works in the New Forest National Park. The poster must be emailed to him.

Prepare an email for Pete. Include a message to ask him what he thinks about your poster.

Attach a copy of your poster.

Pete's email address is: pete.smith@NewForest.co.uk

Produce a screen shot showing the email you have prepared.

##### **Evidence**

*A printout of your screen shot showing your email. Make sure it shows the email address, the message, and the attachment*

##### **Remember**

*Insert your name, candidate number and centre number on the printout.*

**(Total for Task 4 = 6 marks)**

#### Task 5 – Save your work

Make sure that you have saved all the files you have created.

Produce a screen shot showing the files you have created and where they are stored.

##### **Evidence**

*A printout of your screen shot showing the files you have created and where they are stored.*

##### **Remember**

*Insert your name, candidate number and centre number on the printout.*

**(Total for Task 5 = 2 marks)**

**TOTAL FOR PAPER = 50 MARKS**

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