

Computer Applications Technology May Practical Assessment 2007

Grade 11

Time: 2 hours

Global warming

Name:

- All the files necessary for the exam will be in your exam folder.
- Save all your work in this folder.
- Only do what is required and nothing more.
- Save your work on a regular basis.
- Save the work with the correct file names.

	Mark out of	Mark achieved
Question 1 Global warming and South Africa	21	
Question 2 Daily weather statistics for Cape Town	10	
Question 3 File management	12	
Question 4 Google chat transcript	7	
Question 5 Running costs of a car	15	

Question 1 – Global warming and South Africa - 21 marks

Open the Word document Global. The document needs formatting and tidying up. Remove text not required. Look at the attachment for what the work should look like.

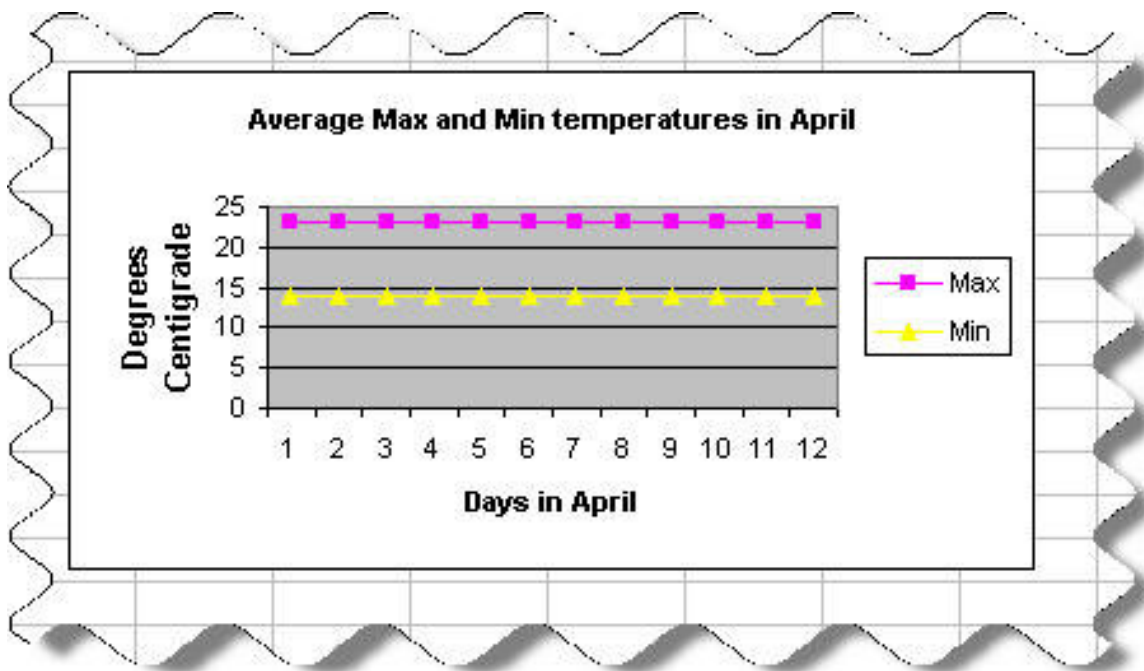
1. Justification
 - a. Align all the text with full justification. 1
 - b. Make sure all images are centred on the page. 1
2. Columns
 - a. Make the work into columns *under* the headings. The columns must be of equal column length. 4
3. Make the following headings point size 15, bold, bordered and given a green paragraph shading 3
 - a. 2004 - South Africa draws up battle plan on global warming
 - b. 2005 - South Africa faces up to global warming
 - c. 2006 - Scorched South Africa's changing climate by Leonie S Joubert
4. Make the following heading point size 13, bold
 - a. Climate change in South Africa 1
5. Title page
 - a. Replace YourFirstname YourSurname with the correct details. 1
 - b. Put a suitable image on the cover page. 2
 - c. Centre the text on the page horizontally and vertically (not using the space bar). 2
6. Page border
 - a. Give the document a page border in keeping with the topic. 1
7. Number of pages and amount of text
 - a. The work must fit 4 pages to the end of the pages. 2
 - b. On page 5 just put the number of words (Insert, Field, NumWords) so that the examiner can check that you have deleted text when you should and not deleted text when you should not. 3
8. Save the work as YourSurnameGlobal.

[22]

Question 2 – Daily weather statistics for Cape Town – 10 marks

Open the file DailyStatisticsCapeTown which show the daily statistics for the first few days of April 2007.

1. Remove the unnecessary rows. 1
2. In the row *Hours of daylight* calculate the hours of daylight for the given days in April. 3
3. Create a graph showing the Average maximum (1) and the Average minimum (1) for the 12 days of recorded data on the same worksheet. 2
 - a. Label the X axis with 'Days in April'. 1
 - b. Label the Y axis with 'Degrees Centigrade'. 1
 - c. Give the chart the title 'Average Max and Min temperatures in April'. 1
 - d. Label the series with Max and Min. 1
4. Save the file as YourSurnameDailyStatistics.



[10]

Question 3 - File management - 12 marks

There are a huge number of files in the folder FileManage that need to be managed and sorted.

1. Answer the questions on the *Answer sheet* in the FileManage folder. Find the answers to the following questions in whole folder and sub folders.
 - a. Which is the oldest file? 1
 - b. Which is the largest file? 1
 - c. How many jpeg or jpg files are there? 1
 - d. Which file contains a URL? 1
 - e. How many files have the word *fish* in their file name? 1
 - f. Open the file *ruler.sss* as a *Word* document. What word is found in this document? 1
2. Working with files
 - a. Rename the file *billy* with the word *rehabilitation*. 1
 - b. Wedding
 - i. Create a folder called *Wedding*. 1
 - ii. The wedding took place on 21 October. Copy all the files of the wedding into the folder *Wedding*. 1
 - iii. Compress or zip the *Wedding* folder. 1
 - c. Rietvlei
 - i. Rename the folder *Sunday* with the word *Rietvlei*. 1
 - ii. Move all the files that contain the word *Rietvlei* from the whole FileManage folder into the folder called *Rietvlei*. 1

[12]**Question 4 - Google chat transcript – 7 marks**

Open the file *Google*. Examine the transcript of the chat on *Google*.

1. All that is required is the conversation between two people so remove all extra details, i.e. tidy up the document by removing the time and unimportant details. 2
2. Format it with an open line between the words by *Wendy* and *Fatima*. 2
3. Put a paragraph border around the text by *Wendy*. 2
4. Correct any obvious spelling errors. Ignore errors which are American English. 1
5. Save the work as *YourSurnameGoogle*. **[7]**

Question 5 – Running costs of a car – 15 marks

Open the file RunningCosts. Calculate the current running cost of a car.

In Column E calculate the Current Running Costs of a Car per Km *by multiplying* the Petrol Factor (Column B) *by* the Current petrol price per litre (Cell G2) and then *adding* the Service and Repair Costs (Column C) *and* the Tyre Costs (Column D). (The 1801-2000 capacity car – costs 103c a litre to run.)

1. In a graph display the engine capacity and the petrol factor for all the types of cars based on their engine capacity. Label the graph on the x and y axis as well as give it a title.
2. Using spreadsheet features calculate the costs per km for all the types based on their engine capacity. Display the amount with 0 decimals.
3. In another graph show the engine capacity, and the petrol factor AND cost per km for all cars. Label the graph on the x and y axis, the series and give it a title.
4. Label the answer clearly. Which is the cheapest car to run per km?
5. What other conclusions can you draw from the graphs and calculations? What recommendations can you make for cheap driving *based on the graphs and calculations*? Prove your answers. Label your answers clearly.

Save the file as YourSurnameRunningCosts

Based on AA tables accessed on 19 April 2007

<https://www.aa.co.za/Advice+and+Information/Rates/Vehicle+Running+Costs+2006.htm>

[15]