

# Desktop Publishing Level 2

8958-12-012  
(IT-DTP 12)  
Sample paper 00005

This paper must be returned with  
the candidate's work, otherwise the  
entry will be void and no result will  
be issued.



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**Candidate's name** (Block letters please)

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**Centre no**

**Date**

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**Time allowed:** 2 hours  
(excluding final printing time).

This examination paper contains:

Instructions to Candidates  
Printing Instructions  
Scenario  
4 Layouts.

Please ensure that your paper is complete.

You must attempt **all** pages of the publication and carry them out in the order given. Each page will contain instructions on filenames to use when saving your work.

You should read through the examination paper carefully before you begin.

Take care to proof-read and correct any errors before final printing takes place at the end of the examination. You should ensure that your paper is complete, pages are collated in the correct order and that your name is written on each page.

Metric and imperial measurements are both given but you should keep to one unit of measure throughout the examination. Centimetres are abbreviated as cm and inches as ".

**For examiner's use only**

Printouts	Instructions	Display

### **Instructions to Candidates**

Read **all** the instructions carefully and study the layouts before starting work.

The files you will need to use are as follows:

- 1 TEA – text file
- 2 CUP – image file.

Your specialist tutor or examination invigilator will give you information regarding the location of the files.

### **Printing Instructions**

You may print **out one draft copy only** of each task during the examination for proof reading and checking. At the end of the examination, print the publication. Only final printouts must be submitted at the end of the examination, draft printouts must be destroyed.

### **Scenario**

You are employed by a tea supplier who is producing a new pack to launch a new tea product. To accompany this new product they are also issuing an international tea information sheet.

You have been asked to produce a pack front for this new tea and a tea information leaflet.

**Task 1**

Set up a new Publication to the following specifications using either centimetres or inches throughout. Prepare the pack front using layout shown. Complete the task and save as PACK1.

Paper size - special size, landscape orientation, width 20 cm (8") height 12 cm (4.8")

Left margin - 2 cm (0.8")

Right margin - 2 cm (0.8")

Top margin - 2.5 cm (1")

Bottom margin - 2.5 cm (1")

Columns - 2

Gutter - 0.5 cm

Background colour - blue

Use small caps and 24 pt bold for heading and insert trademark symbol

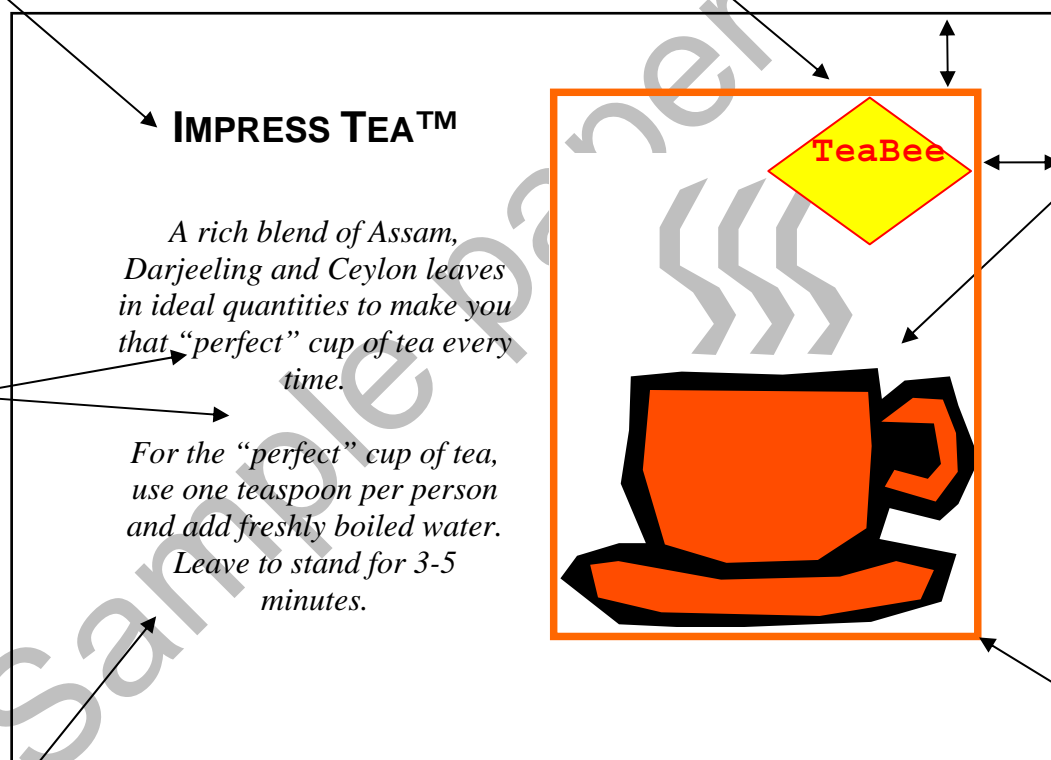
Create logo – key in text TeaBee in red 18 pt script font. Create an orange diamond 3 cm x 3 cm (1.2" x 1.2"), fill with yellow and send behind text as shown. Align to top and right margins

Use smart quotes

Insert graphic CUP, crop to remove border, resize without distortion to fill column. You may need to send behind logo

Add a 4 pt orange border to column, aligned to margins

Key in text in a serif font and italics. Use centred alignment and adjust font size to align to graphic as shown



**Task 2**

Set up a new Publication to the following specifications using either centimetres or inches throughout. Prepare the information sheet using the layout shown. Complete the task and save as INFO1.

Paper size - A4 portrait

Left and right margins - 2 cm (0.8")

Top and bottom margins - 2.5 cm (1")


Columns - 2 - unequal widths as shown

Gutter - 0.5 cm


Print out both tasks.

Copy image from Task 1 – resize without distortion, change to greyscale and wrap text to frame as shown

Insert banner headline as shown – fill column. Use a serif font, tracking and a larger font size as appropriate



# Tea an International Drink



The characteristics of black teas vary according to their growing areas. Enjoy Darjeeling tea through the different seasons. This tea has a mild, flowery aroma when harvested in the spring or try the teas from the autumn harvests, with their slightly larger leaf but unmistakable quality. Assam teas appeal to those who prefer full-bodied, malty and tangy tea enjoyed perhaps with sugar crystals and cream. Ceylon teas have a mildly metallic aroma that almost tastes of citrus fruits. These teas are not particularly strong and have a reddish colour.

Although China produces large quantities of black tea for export, the most popular teas in China are green and scented. Green tea, which contains vitamin C, is known for its medicinal qualities. It is an anti-irritant and antioxidant. The Chinese always offer tea to visitors. In restaurants in China, a pot of tea is the first item brought to the table – to refresh customers before a meal. Tea is also served last, after the meal, to aid the digestion.

The Japanese prefer the traditional green leaf tea. Japan has such a high domestic consumption of tea that only about 2% of Japanese tea is available for export.

In India, tea is a favourite drink, often served with milk or boiled with water, milk and spices. Street stalls sell very strong tea with lots of sugar and milk, and at India's packed train stations, tea is kept hot in large kettles and served in clay cups that are smashed and thrown away after use.

In Turkey, tea is more popular than coffee. The strong black brew is strained into little curved glasses and served all day long.

In Russia, both green and black tea are drunk from glasses that often have a metal handle. A lump of sugar or a spoonful of jam is placed into the mouth before the tea drink is sipped.

In Morocco, tea is served in glasses on a silver tray. Mint leaves are often added to enhance flavour.

Tea continues to be Britain's favourite beverage, and the average Briton drinks more than three cups a day.

Group logo from Task 1, copy and resize without distortion. Place right aligned as header

Import text file TEA in a sans serif font, size 10 pt, centred alignment

Ensure no words are hyphenated and balance the columns

C4