



## **PRACTICE TASKS FOR CLAIT 2006 - LEVEL 1**

### **UNIT 7 – WEB PAGE CREATION**

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A comprehensive set of practical tasks designed to give learners practise at specific assessment objectives for Unit 7 of the OCR Clait 2006 Level 1 qualification.

The tasks and solutions are supplied on CD-ROM in PDF format. They can be printed out easily and quickly without the need for any other software other than Acrobat Reader, which is supplied on the CD. The tasks can be placed on an Intranet for easy access by students and staff. They are also available in editable Word format.

Each stand-alone exercise is supplied with all the required data files, and comes complete with a fully annotated marking copy, so that students or tutors can quickly and easily check their work.

There are 45 individual tasks and solutions which combine to cover all the evidence based assessment objectives of Unit 7 of the OCR Clait 2006 Level 1 qualification.

They are designed to be used by learners to practise and assess specific skills. They are perfect as “build-up” tasks before learners attempt “full blown” practice or live assignments. They are brilliant for providing learners with additional practice in specific areas where extra reinforcement is required.

The tasks are completely independent. They can be tackled selectively and in any order. Any required “raw” data files are supplied for each task.

Although specifically designed for CLAIT, the tasks are suitable for any I.T. course or qualification involving basic web page creation skills.

All the tasks are very clearly laid out, identifying the skills included in the task and the names of any data files that are required. All the data files are task specific, and can be placed in any work area required (e.g. floppy disk, local hard drive, network drive).

The majority of tasks and solutions fit onto a single sheet of A4. Solutions are very clearly annotated, making it quick and easy to establish whether the task objectives have been met.

You are allowed to print and photocopy the materials as many times as you wish.

The tasks that are included are listed overleaf, together with a sample task and solution.

## LIST OF TASKS AND SOLUTIONS

<b>Task No</b>	<b>Details</b>
T7001	Creating, saving and printing a web page
T7002	Creating, saving and printing a web page
T7003	Creating, saving and printing a web page
T7004	Creating, saving and printing a web page
T7005	Importing a text file
T7006	Importing a text file
T7007	Importing a text file
T7008	Importing a text file
T7009	Changing text size, style and emphasis
T7010	Changing text size, style and emphasis
T7011	Changing text size, style and emphasis
T7012	Changing text size, style and emphasis
T7013	Aligning text
T7014	Aligning text
T7015	Aligning text
T7016	Aligning text
T7017	Viewing and printing web pages from the browser
T7018	Viewing and printing web pages from the browser
T7019	Viewing and printing web pages from the browser
T7020	Viewing and printing web pages from the browser
T7021	Viewing and printing HTML code
T7022	Viewing and printing HTML code
T7023	Viewing and printing HTML code
T7024	Viewing and printing HTML code
T7025	Changing the background colour
T7026	Changing the background colour
T7027	Changing the background colour
T7028	Changing the background colour
T7029	Inserting an image
T7030	Inserting an image
T7031	Inserting an image
T7032	Inserting an image
T7033	Creating local hyperlinks
T7034	Creating local hyperlinks
T7035	Creating local hyperlinks
T7036	Creating local hyperlinks
T7037	Creating external hyperlinks
T7038	Creating external hyperlinks
T7039	Creating external hyperlinks
T7040	Creating external hyperlinks
T7041	Creating E-mail links
T7042	Creating E-mail links
T7043	Creating E-mail links
T7044	Creating E-mail links
T7045	Creating E-mail links

**NB: The tasks are incorporated in the JustClait unit workbook. The workbook, however, does not include the solutions.**

## TASK 7039 – CREATING EXTERNAL HYPERLINKS

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This task covers the following skills

**OPENING A WEB PAGE  
CREATING LOCAL HYPERLINKS**

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The data files required for this exercise are: **None**

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1. Switch on the computer.
2. Login using your username and password and load a web page editing application.
3. Enter the following text into a new web page.

### **Internet search sites**

**Google**  
**Yahoo**  
**Bing**  
**Ask**

4. Save the web page as **search.html** in your data area.
5. On the web page called **search.html**, create the following hyperlinks
  - link the text **Google** to the web address **www.google.co.uk**
  - link the text **Yahoo** to the web address **www.yahoo.co.uk**
  - link the text **Bing** to the web address **www.bing.com**
  - link the text **Ask** to the web address **www.ask.com**
6. Save the web page and test the hyperlinks in the browser.
7. Print out the HTML code for the **search.html** web page.
8. Close the web page editing application and the browser.

**End of task**

```
<html>

<head>
<meta http-equiv="Content-Language" content="en-gb">
<meta http-equiv="Content-Type" content="text/html; charset=windows-1252">
<title>New Page 1</title>
</head>

<body>

<p>Internet search sites</p>
<p><a href="http://www.google.co.uk">Google</a></p>
<p><a href="http://www.yahoo.co.uk">Yahoo</a></p>
<p><a href="http://www.bing.com">Bing</a></p>
<p><a href="http://www.ask.com">Ask</a></p>

</body>

</html>
```

### **Marking checklist**

Web page editor opened  
New web page created and saved as **search.html**  
External hyperlinks created in web page as instructed  
Hyperlinks tested in browser  
HTML code printed for web page



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