

**PRIME MINISTER'S OFFICE**  
**REGIONAL ADMINISTRATION AND LOCAL GOVERNMENT**  
**DAR ES SALAAM AND GEITA REGIONS**  
**FORM FOUR INTERSCHOOL PRE – MOCK EXAMINATION APRIL 2026**

**036/1 INFORMATION AND COMPUTER STUDIES 1 MARKING GUIDE**

**SECTION A (16 MARKS)**

1. **Multiple choices.** **(@01 Mark = 10 Marks)**

|    |     |      |     |    |     |      |       |     |    |
|----|-----|------|-----|----|-----|------|-------|-----|----|
| i. | ii. | iii. | iv. | v. | vi. | vii. | viii. | ix. | x. |
| A  | B   | C    | B   | A  | A   | C    | C     | C   | B  |

2. **Matching items.** **(@01 Mark = 06 Marks)**

|               |    |     |      |     |    |     |
|---------------|----|-----|------|-----|----|-----|
| <b>LIST A</b> | i. | ii. | iii. | iv. | v. | vi. |
| <b>LIST B</b> | D  | E   | C    | A   | G  | B   |

**SECTION B (54 MARKS)**

- 3.
- (a) **Database Management System (DBMS)** is a computerized record-keeping system which is used to create databases, store and maintain data stored in the database. **(02 Marks)**
- (b)
- (i) N2452 **(01 Mark)**
  - (ii) **Primary key is:** Reference Number **(01 Mark)**  
 To avoid duplicates of records **(01 Mark)**
  - (iii) Data type used on the field of Reference Number is Text/short text **(01 Mark)**
  - (iv) Five records in the table **(01 Mark)**
  - (v) Price<1,000 **(02 Mark)**
- 4.
- (i) **Four signs of the computer affected by the viruses** **(04 Marks)**
- Low system performance: The system may become low, unresponsiveness or freeze frequently.
  - Unexpected program running on their own.
  - Missing files: Malware may modify or delete files or folders on a computer.
  - Unexpected new files and folders on a computer.
  - Files are multiplying on their own.
- (Any four (4) Points)**

- (ii) ***The ways on how computer viruses spread from one device to another. (03 Marks)***
- **Email attachments** Cybercriminals send seemingly legitimate emails with infected attachments, when recipients open these attachments, malware is executed on their systems.
  - **Malicious links** these links when clicked it open infected websites where malware is automatically downloaded and executed.
  - **Removable storage devices** Malware can spread through infected USB drives, external hard disks or other removable media. When user plug these devices into their computers, the malware can spread onto the system.
  - **Malicious advertisement** Advertisements can be displayed on legitimate websites. Clicking on these ads can lead to malware downloads or redirect users to malicious websites. **(Any three (3) Points)**

- (iii) ***Ways to prevent computer malware. (Give two points) (02 Marks)***
- Install and regularly update antivirus software to ensure that it provides real time protection and scheduled scans.
  - Avoid opening email attachments or clicking on links in emails from unknown source.
  - Scan removable devices or media using antivirus software before opening.
  - Practice safe browsing by only visiting reputable websites and be cautious when downloading files from internet from untrusted source. **(Any two (2) Points)**

5. Using the snapshot of Microsoft excel to answer the questions;

- (i) Microsoft Excel (MS Excel) or Spreadsheet program **(01 Mark)**
- (ii) No answer. Mark transferred to part (f).
- (c) =D2+D3+D4+D5+D6 **OR** =SUM(D2:D6) **(01 Mark)**
- (d) ***Steps to follow to align the heading in the worksheet vertically. (02 Marks)***
- Select the cell
  - Right click and choose format cell
  - Formatting window will open, Choose alignment
  - On alignment set alignment to 90°
  - Finish by close the Formatting window
- (e) =AVERAGE(C3:F3) **(02 Marks)**
- (f) =IF(G2>=75,"A",IF(G2>=65,"B",IF(G2>=45,"C",IF(G2>=30,"D","F")))) **(03 Marks)**

6. Student is required to mention the type of the network topology and its three disadvantages.
- (i) **Ring topology** (01 Mark)  
Three disadvantages
    - (i) The entire network will be affected if one computer shuts down. (01 Mark)
    - (ii) It is expensive compared to star and bus topologies. (01 Mark)
    - (iii) It tends to be slow compared to star topology because each data must pass through all the computers between a source and destination. (01 Mark)
  - (ii) The Proper network is **star topology** (02 Marks)  
Advantages of Star Topology
    - (i) It is easy to design, establish and maintain star topology network. (01 Mark)
    - (ii) Adding or removing a node can be done without disturbing the network. (01 Mark)
    - (iii) A single computer failure does not bring down the whole network. (01 Mark)
7. (a) Student is required to explain briefly **five (5)** roles of ICT technologies in education sector. (05 Marks)
- (i) ICT has impacted the processes of teaching, learning, administration and management of education.
  - (ii) ICT empowers learners and teachers, promotes changes and increases individual skills.
  - (iii) It can help to transform teaching and learning processes from being highly teacher-centered approach to learner-centered approach.
  - (iv) ICT motivates learning; through the use of ICT, computer games related to learning encourage children to play and learn at school or home.
  - (v) ICT improves engagement and knowledge retention; the technology provides a window for learning of the same contents in various ways such as use of simulations and illustrations that improve understanding of difficult concept to be learnt.
  - (vi) ICT helps in school administration and management; it helps in data storage, decision making and knowledge management.
- (Any five points listed above)*
- (b) Student is required to explain **any four (04)** roles of information and communication technologies (ICT) in creating awareness of gender in the society. (04 Marks)
- (i) ICT helps in improving lives of women through gendered learning opportunities such as education, research, health care delivery and environmental protection.
  - (ii) ICT helps in spreading information on the benefits of equal rights in gender through enabling gender balance.

- (iii) ICT media like radio, TV and social media have also been used to spread information on the importance of gender balance.
- (iv) Health educators have used the radio to communicate information related to women's sexual and reproductive health. Possibilities based on the Internet are also being explored.
- (v) ICT awareness, skills, application and practices contribute in providing equal opportunity for men and women to participate and benefit in various social-economic development activities and innovations.

8. (a) Student is required to write the HTML codes for the webpage given. **(03 Marks)**

<form>

Type your first Name: <input type="text" value="Mickey"> <br>

Type your Last Name: <input type="text" value="Mouse"> <br>

<input type="submit" value="Procss">

(b) Basic elements of basic structure of a webpage.

(i) **HTML - START TAG** **(02 Marks)**

The tag tells the browser that there are some HTML codes that need to be executed. It is the container of HTML document. It is the first tag to be written in any html document.

It is written in pair that is <html>... </html>

When these codes are executed, then the information that is placed in between two tags will be displayed.

(ii) **HEAD ELEMENT (HEAD)** **(02 Marks)**

It is the container of the header section of HTML document. The information between <head> and </head> tags include the heading of the HTML document. It is the second tag to be written in the HTML document. It is written in pair that is

<head> </head>

Elements specified in the header section can include:

(iii) **TITLE FOLLOWED BY END TAG** **(02 Marks)**

It is an element of <head> markup tag. Its main function is to describe the title of HTML document that is displayed at the top of Internet Browser window.

It is written in pair that is <title> </title>

Example: <title>Webpage Title</title>

### SECTION C (30 Marks)

*Student is required to answer any two questions from this section – each question carry 15 Marks*

9. Student is required to explain four (04) measures to protect computers from damage.

**Introduction:** (1.5 Marks)

**Main body:** Four Points (@3 Marks=12 Marks)

**Conclusion:** (1.5 Marks)

- Computers should be covered with dust covers when not in use.
- Regularly cleaning of computer's internal components using compressed air to blow out dust from fan, heat sink and the power supply.
- Surge protector: Surge protector attempt to limit the voltage supplied to an electrical appliance. Standard voltage for home and office building in Tanzania is 220V to 240V.
- Voltage stabilizer: This is an electrical appliance used to maintain a consistent voltage level by automatically adjusting incoming voltage to a predefined range.
- Install and regularly update antivirus software to ensure that it provides real time protection and scheduled scans.

10. Student is required to write an essay by using five (05) points on advantaged of Desktop publishing (DTP)over Microsoft word (MS word) in preparing certificates.

**Introduction:** (1.5 Marks)

**Main body: five points** (@ 2.5 Marks=12.5 Marks)

**Conclusion:** (01 Marks)

- Every item on a page is contained in layered frame and can be edited and formatted independently.
- Content can be contained in a single frame or threaded between several frames.
- Frames need not to flow in logical order. For example content on page1 may be continued on page 8
- In most DTPs, special pages known as Master pages are used to set a common layout which may be repeated on several pages.
- Publication artworks can be produced in a form suitable for commercial printing.
- Provide wide range of templates such as brochures, flyers and book
- Multiple stories from different authors can be handled with ease.

**(Any Four (04) Points)**

11. Student is required to write an essay of *six (06) points* to explain the benefits of Internet to the society”

**Introduction:**

**(02 Marks)**

**Main body: six points**

**(@ 2 Marks=12 Marks)**

**Conclusion:**

**(01 Mark)**

- **Source of Information** Internet helps searching different new information for learning, business, leisure can be accessed through websites, search engines, social Medias.
- **Source of entertainment** Through the use of internet, people can download and play online games as well as watch and listen to online music and video.
- **Online business and marketing** Internet offers the best and cheapest way to promote businesses and products through platforms such as websites, Instagram business accounts and online stores.
- **E-services** Internet enables government, private institutions and individuals to provide various services electronically for example payment of bills, application of business license, ticket payments.
- **Fast means of communication;** internet provides faster and cheap means of communication using features such as e-mail, Skype, discussion groups and chat groups like Facebook and twitter.
- **Electronic learning;** lessons and lectures are presented electronically from a central site to students scattered across the globe.
- **Ease of access to news and information;** the internet facilitates access to up-to-date news and voluminous information on virtually all subjects of life, most of information on the internet is free.
- **Telemedicine;** internet enables medical professionals to care for patients remotely from wherever they are in the world. This includes offering specialized services such as heart surgery.