

PERIODICAL TEST IN TLE-ICT 7

TABLE OF SPECIFICATION

Competencies	No. of Items	Item Numbers	Cognitive Process Dimension DepEd Order No. 8 s. 2015					
			Remembering	Understanding	Applying	Analyzing	Evaluating	Creating
Identify the different types of computers.	2	1-2	/					
Determine the characteristics of computer.	1	3				/		
Recognize the role of different system unit of a Computer.	3	4-6	/					
Classify the different computer Memory.	3	7-9		/				
Single out input devices of computer and its functions.	1	10					/	
Appraise whether the statement is a good features of Desktop Publishing.	10	11-20					/	
Arrange the steps in managing text in the publication.	5	21-25				/		
Arrange the process of aligning an object/s in the publication.	5	26-30				/		
Label the parts of MS publisher windows	10	31-40	/					
Assess one's PECs: characteristics, attributes, lifestyle, skills, traits	10	41-50					/	

ANSWER KEY

1.c	26.b
2.b	27.a
3.a	28.c
4.a	29.e
5.b	30.d
6.a	31. Quick Access Toolbar
7.a	32. Ribbon
8.b	33. Ruler
9.c	34. Minimize / Maximize
10.b	35. Close
11.True	36. Guides
12.True	37. Publication
13.True	38. View and Zoom
14.True	39. Page Sort
15.False	40. Page Navigation
16.False	41. E
17.False	42. K
18.True	43. H
19.True	44. A
20.True	45. J
21.b	46. B
22.a	47. C
23.c	48. I
24.d	49. D
25.e	50. F

FIRST PERIODICAL TEST IN TLE-ICT 7

Name: _____ Yr. & Sec.: _____ Date: _____ Score: _____

PART I. MULTIPLE CHOICES. Direction: **Identify** the word or group of words being referred in the sentence. Choose the letter of the correct answer.

1. A programmable device which can perform many day to day functions like simple to complex calculations, writing letters, drawing, creating greeting cards, play songs, videos and much more.
 - a. Hardware
 - b. Software
 - c. Computer
2. This type of computer is designed in which a way that the system unit, input devices, output devices and all other devices fit conveniently on or under a desk or table.
 - a. Notebook Computers
 - b. Desktop Computers
 - c. Hand-held Computers
3. Which is not a characteristics of a computer?
 - a. Inaccuracy
 - b. Speed
 - c. Storage capability
4. A box-like case that houses the electronic components of the computer which are used to process data.
 - a. System Unit
 - b. Motherboard
 - c. CPU
5. A large board which contains a number of tiny electronic and other components inside the system unit.
 - a. CPU
 - b. Motherboard
 - c. System Unit
6. A Processor in the computer which manages most of the computer operations and carries the basic instructions that operate a computer.
 - a. CPU
 - b. Motherboard
 - c. System Unit
7. A type of computer memory that consists of memory chips that can be read from and written by the processor and other devices.
 - a. Random Access Memory
 - b. Read-Only Memory
 - c. Expansion Cards
8. This refers to a memory Chips storing data that can be read only and the data room cannot be modified.
 - a. Random Access Memory
 - b. Read-Only Memory
 - c. Expansion Cards.
9. This card is a circuit board that lets you add new features to a computer.
 - a. Random Access Memory
 - b. Read-Only Memory
 - c. Expansion Cards.
10. A device that contains the keys to type information into computer.
 - a. Speakers
 - B. Keyboard
 - c. Joys stick

PART II. TRUE or FALSE. Direction: Appraise if the statement below is the thing that Desktop Publishing can do. Write True if it is, and False if it is not.

- _____ 11. Design print communications such as brochures, flyers, ads and posters.
- _____ 12. Design print communications such as catalogues, directories, and annual reports.
- _____ 13. Design logos, business cards, and letterheads.
- _____ 14. Design and publish newsletters, magazines, and newspapers.
- _____ 15. Edit pictures, Crop, Resize and animate.
- _____ 16. Edit and publish videos.
- _____ 17. Design books and booklets
- _____ 18. Create resumes and business forms
- _____ 19. Converting print communications to formats including Web and smart devices such as tablets and phones.
- _____ 20. Designing and publishing blogs and websites.

PART III. LOGICAL ORGANIZATION. Direction: Arrange the correct steps on the following. Write Letter A-E.

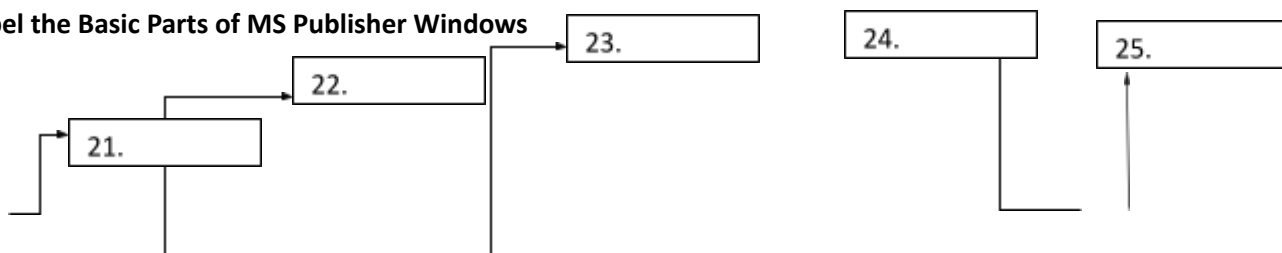
A. Working with text

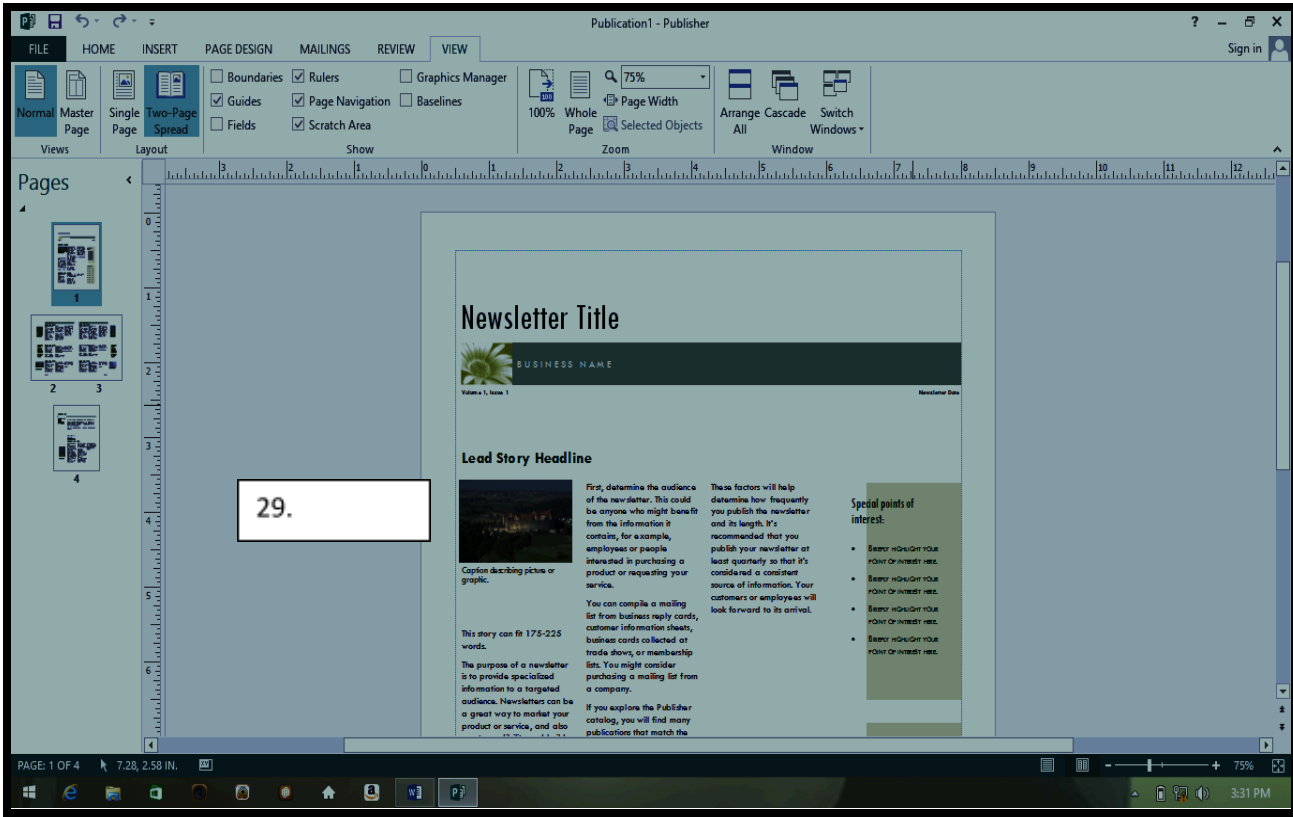
- _____ 21. Click the Draw Text Box command.
- _____ 22. On the Ribbon, select the **Insert** tab and locate the **Text** group.
- _____ 23. The cursor will turn a crosshairs + Click anywhere on your publication and drag your mouse to create a box.
- _____ 24. Start typing inside the text box.
- _____ 25. Save.

B. Aligning Objects to the Page

- _____ 26. Click the Format tab and locate the arrange group.
- _____ 27. Select the object or objects you want to align.
- _____ 28. Click the Align drop-down command.
- _____ 29. Save
- _____ 30. Select one of the six alignment options.

PART IV. Label the Basic Parts of MS Publisher Windows





28.

CHOICES:

Page Navigation View and Zoom	Minimize / Maximize
Publication	Ruler
Guides	Ribbon
Page Sort	Quick Access Tool Bar
Close	

PART V. MATCHING TYPE. Direction: Match **Column A** to **Column B** to get the correct description of Personal Entrepreneurial Competencies. Write the letter on the space provided

COLUMN A	COLUMN B
____ 1. Creative	A. makes wise decisions towards the set objectives.
____ 2. Profit-oriented	B. strategic thinking and setting of goals.
____ 3. Disciplined	C. trusting in one's ability.
____ 4. Sound decision maker	D. adoptable to change
____ 5. Possess people skills	E. innovates to have an edge over other Competitors
____ 6. Excellent Planner	F. Solid dedication
____ 7. Confident	G. Skillful in record keeping
____ 8. Hard working	H. always sticks to the plan
____ 9. Ability to accept change	I. work diligently
____ 10. Committed	J. Effective and efficient communication skills and relates well to people
	K. Always looking for an opportunity to have earn more