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.

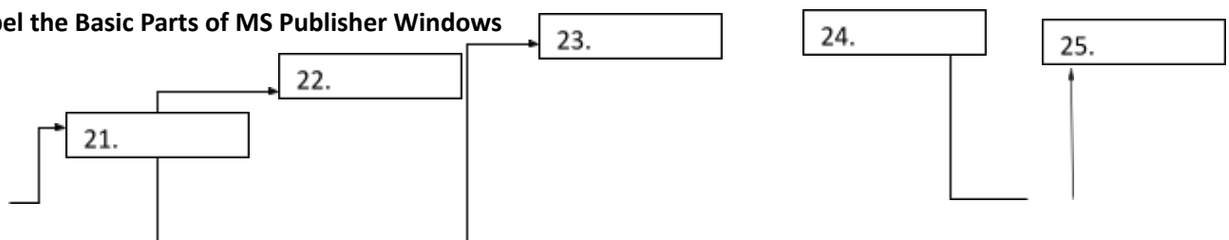
A. Working with text

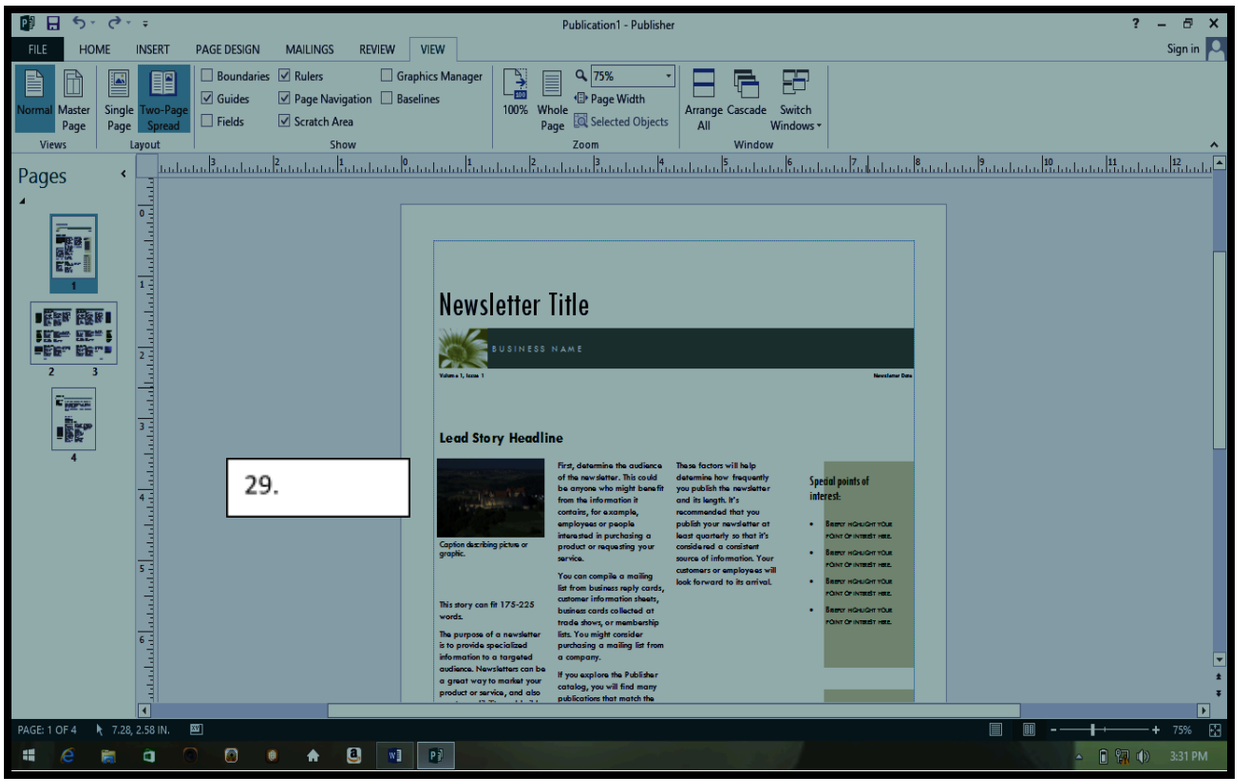
_____21. Click the Draw Text Box command.
_____22. On the Ribbon, select the **Insert** tab and locate the **Text** group.
_____23.The cursor will turn a crosshairs + Click anywhere on your publication and drag your mouse to create a box.
_____24. Start typing inside the text box.
_____25. Save.

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	Close	Quick Access Tool Bar

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