

MINISTRY OF EDUCATION AND VOCATION TRAINING
KILAKALA SECONDARY SCHOOL

INFORMATION AND COMPUTER STUDIES

TERMINAL EXAMINATION, 28th May, 2013

FORM II

FULL NAME: STREAM:

Time: 2:30 hours

INSTRUCTIONS:

- *This paper consists of two sections A and B*
- *Answer **ALL** questions*
- *All answers should be written in the spaces provided*

FOR EXAMINER'S USE ONLY		
QUESTION NUMBER	SCORE	INITIALS OF EXAMINER
1		
2		
3		
4		
5		
6		
TOTAL		

SECTION A (40 Marks)

1. Choose the correct answer from each of the following items and write its letter in the space provided below:

- i) The device used to control the movement of a pointer on a screen is
A. Monitor B. Printer C. Mouse D. Scanner ()
- ii) Which among the following devices carries much data than the others:
A. Compact Disk
B. Digital Versatile Disk ()
C. Floppy disk
D. Hard disk
- iii) Trojan horse, viruses and worms are all classified as:
A. Email software
B. Instant messaging ()
C. Internet software
D. Malicious software
- iv) Which of the following components were used in the second generation of computer?
A. Large scale integrated circuits
B. Transistors ()
C. Vacuum tubes
D. Very large scale integrated circuits
- v) What are the tabs that appear at the bottom of each workbook?
A. Location tabs
B. Position tabs ()
C. Reference tabs
D. Sheet tabs
- vi) What is represented by the small, black square in the lower right corner of an active cell or range?
A. Border handle
B. Fill handle ()
C. Handle
D. Insert handle
- vii) The shortcut keys one would use to undo in a word document is:
A. Ctrl + A
B. Ctrl + X ()
C. Ctrl + S
D. Ctrl + Z
- viii) A printer is device:

- A. Input B. Output C. Process D. Storage ()
- ix) The following things are dangerous to a computer **except**:
 A. Dust
 B. Humidity ()
 C. Ventilation
 D. Water
- x) Which one among the following is not a storage device?
 A. CD-Drive B. DVD C. Flash disk D. Hard disk ()
- xi) The process of buying and selling of products or services over electronic systems such as the internet and other computer network is termed as:
 A. e-business
 B. e-commerce ()
 C. e-learning
 D. e-medicine
- xii) Numbers are stored and transmitted inside the computer in a form of:
 A. Alphanumeric
 B. ASCII code ()
 C. Binary
 D. Decimal
- xiii) How do you open a program such as Microsoft Excel when there is no icon on the desktop?
 A. Click the start button and select program from the menu
 B. Click the start button and select and select restart button ()
 C. Click the start button and select the hibernate option
 D. Click the start button and select the program from the properties option
- xiv) A byte corresponds to bits:
 A. 4 B. 8 C. 16 D. 32 ()
- xv) A computer processing is controlled by:
 A. CPU B. Hard disk C. Memory D. RAM ()
- xvi) The worldwide connection of computers is called:
 A. Internet
 B. Intranet ()
 C. Local Area Network
 D. Wide Area Network

- xvii) The popular service for sending or receiving electronic messages on the internet is referred to as:
A. Browser B. e-mail C. FTP D. Gopher ()
- xviii) Operating system is divided into the following categories
A. Operating software and system software
B. Microsoft, Macintosh and Linux ()
C. Single user, real time, multi-user and multi-task
D. Control unit, processing unit and outputs
- xix) Antivirus program is used to
A. Delete unneeded files
B. Protect a computer from virus ()
C. Help a computer to manage files
D. Protect and delete all files
- xx) We select the whole word by
A. double clicking within the word
B. right clicking within the word ()
C. copying and paste
D. undo typing

2. Match each of the items in List A with a response in List B by writing its letter against the corresponding item number in the space provided.

LIST A		LIST B
i)	A computer program that actively attacks malicious programs in a computer	A. =A3+A10
ii)	A function in a Spreadsheet which will calculate a total from cell A3 through A10	B. Address
iii)	An electronic meeting	C. Antivirus
iv)	Another term for a computer program	D. File server
v)	A person who services and repairs computers	E. Hardware
vi)	Hardware devices that are not part of the main computer system and are often added later to the system	F. Netscape
vii)	Is a unique name of a cell in Spreadsheet	G. Peripherals
viii)	Is used to browse and search information on the Internet	H. Programmer
ix)	The key used to move the cursor by a fixed number of spaces	I. Shift key
x)	The main computer that stores the files that can be sent to other computers that are networked together.	J. Software
		K. =Sum(A3:A10)
		L. Tab key
		M. Technician
		N. Tele-conferencing
		O. Warm

LIST A	i	ii	iii	iv	v	vi	vii	viii	ix	x
LIST B										

3. Write TRUE for correct statement or FALSE for a statement which is not correct.
- i) A diary is an example of primary source of information
 - ii) A short cut for saving changes on the document is Ctrl + S
 - iii) Computers are more intelligent than human beings
 - iv) Instructions given in a program do not define any action for the computer
 - v) Printers are used to change softcopies to hard copies
 - vi) The cut function takes place the selected item and saves the file with a new name
 - vii) UPS helps to prevent loss of data when power breaks suddenly
 - viii) Backspace key cannot delete characters to the left of the cursor
 - ix) Word processing is computer application software which allows a person to enter a text in the computer
 - x) Shift key allows you to type the upper characters on some of the keys

SECTION B (60 marks)

4. Here is a part of a worksheet containing some numerical data:

	A	B	C	D
1				
2	1		12	
3	6	4		
4				
5				
6	20			

- (a) Write the cell address containing:

- i) 20
- ii) 12
- iii) 4

- (b) Write the formula that will give:

- i) The product of cell A3 and C2
- ii) The difference between cell A6 and B3
- iii) Total of all numbers in the sheet

- (c) Write the procedure used for shading cell in a worksheet:

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5. (a) Differentiate the following terms as used in the computer:
- Data and Information
 - Computer hardware and Computer software
- (b) For each of the following devices state whether is an input, output or a storage:
- Laser printer
 - Scanner
 - Barcode reader
 - Speaker
- (c) Define the following terms:
- Computer
 - Spreadsheet
6. (a) Write the use of each of the following hardware:
- Monitor
 - Hard disk
 - Mouse
 - Keyboard

(b) Label the parts of the instrument shown below:



(c) List **four** advantages of computer: