



1 Draw a line between each task and the most suitable type of software. One has been done for you.

Task	Software type
To calculate expenses	Email software
To amend a website	Diary software
To design a newsletter	Spreadsheet
To store data about companies	Database
To check what day of the week a date falls on	Desk Top Publishing
To explore the World Wide Web	Web authoring software
To send an email	Web browser

[6]

2 Each computer system at *Our Future* will include input devices, output devices and storage devices.

Give **two** examples of each type of device and state how each device would be used.

**Input devices**

Device 1 .....

Use .....

..... [2]

Device 2 .....

Use .....

..... [2]

**Output devices**

Device 1 .....

Use .....

..... [2]

Device 2 .....

Use .....

..... [2]

**Storage devices**

Device 1 .....

Use .....

..... [2]

Device 2 .....

Use .....

..... [2]

- 3 *Our Future* uses a digital application form. A user copies an older version of the file over the newest version by accident.

Explain **two** methods that could be used to reduce the effect of this human error and prevent it happening again.

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2 .....

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..... [4]

4 Under each of the headings below describe how *Our Future* members can use mobile phones to gather and share information between its members when working in different locations.

You must state why the particular function would be beneficial to *Our Future*.

Built in cameras

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..... [3]

Email

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..... [3]

SMS

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..... [2]

Mobile internet

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..... [2]





9 The table below shows a variety of methods of data capture.

Draw lines to match each statement to the most suitable data capture method.

Used to input feedback to multiple-choice questions. Users put a simple mark in the box next to the chosen answer.	Data logging
Used by banks to input cheque details.	Bar code reader
Used to collect information from the public about planned changes to the local road network.	Answers
Used to input information from a credit card when paying for petrol at a garage.	Microchip reader
Used to gather weather data remotely.	MICR
Used to input information from a chemical container with a small label marked with a series of lines.	OCR
	OMR
	Questionnaires
	Sensors

[6]

**END OF QUESTION PAPER**

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