

# JUNIOR LYCEUM ANNUAL EXAMINATIONS 2005

Educational Assessment Unit – Education Division

**FORM 4**

## INFORMATION AND COMMUNICATIONS TECHNOLOGY

**TIME: 1 h 30 min**

Name: \_\_\_\_\_

Class: \_\_\_\_\_

*For office use only:*

Question 1 (max 20 marks)	Question 2 (max 25 marks)	Question 3 (max 15 marks)	Question 4 (max 20 marks)	Paper Total <b>80%</b>	Practical Test <b>20%</b>	Final Mark

**Answer ALL questions. This paper carries 80 marks.**

**1 This question is on Basic Concepts.**

- (a) **Draw an arrow** to match each phrase with its definition. *One has been provided as an example.*

	<b>Phrase</b>	<b>Definition</b>	
(i)	Parallel port	A compact device using a special pen for storing information.	1
(ii)	Personal digital assistant	The box which houses the various components of the computer.	1
(iii)	Stages for software development life cycle	Component that performs the processing of data within the PC	1
(iv)	Central processing unit	Allows you to input information into the PC	1
(v)	System unit	A socket at the back of the computer for connecting a printer.	1
(vi)	Input device	Analysis, Design, Programming, Testing	1

- (b) Mark the following with a **T** (true) or an **F** (False).

- |       |   |   |
|-------|---|---|
| (i)   | All computers operate with the binary number system.  | 1 |
| (ii)  | A megabyte (Mb) consists of 1024 bits.                | 1 |
| (iii) | The root folder is the folder at the uppermost level. | 1 |

<b>T/F</b>

- (iv) The speed of the CPU is measured in gigabytes.
- (v) A hard disk can be internal and external.
- (vi) The floppy disk's capacity is larger than that of a DVD.


1  
1  
1

(c) Give the **name** of each device shown below.

(i)



\_\_\_\_\_

1

(ii)

\_\_\_\_\_



1

(iii)



\_\_\_\_\_

1

(d) (i) Write down whether each of the following software is an **Operating System** or an **Application program**.

• **Spreadsheet:** \_\_\_\_\_

1

• **Presentation:** \_\_\_\_\_

1

• **Windows XP:** \_\_\_\_\_

1

(ii) Name **one feature** which is found in a **Graphical User Interface (GUI)** but NOT available in a program which is not GUI.

\_\_\_\_\_

1

(e) Using a computer **incorrectly** can damage your **health**. Write down **two possible health hazards**.

**1.** \_\_\_\_\_

1

\_\_\_\_\_

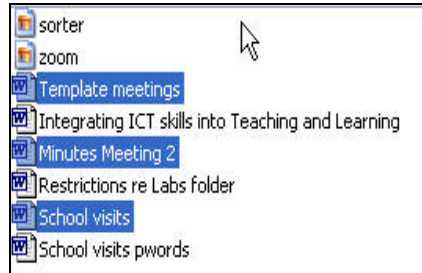
**2.** \_\_\_\_\_

1

\_\_\_\_\_

**2 This Question is on Word Processing.**

- (a) (i) The picture on the right shows multiple files that have been **selected**.



While clicking with the mouse which **key from the keyboard** has been used to select the files?

1

- (ii) The picture on the right shows a **template**.



Complete the file name on the right by writing down the **file extension**.

**Elegant Resume . \_\_\_\_\_**

1

- (iii) Give **two advantages** of using a **template** to start a new document.

**1.** \_\_\_\_\_

1

**2.** \_\_\_\_\_

1

- (iv) One common type of **file extension** used in word processing is **.doc**. Write down any **two other file extensions** which may be set from the word processing program.

**1.** \_\_\_\_\_

1

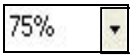
**2.** \_\_\_\_\_

1

- (b) The following **icons** are found on the standard toolbar. Write down the **task that each icon performs**.

- (i)  \_\_\_\_\_

1

- (ii)  \_\_\_\_\_

1

- (iii)  \_\_\_\_\_

1

- (iv)  \_\_\_\_\_

1

(c) The picture below shows a document with some **numbered features**.

**Paris Climate and Weather**

The south of France has a warm Mediterranean climate with hot summers and mild winters. Strong winds, known as la Mistral, can occur in the Cote d'Azur, Provence and in the Rhone valley particularly over the winter and spring. Northern France, including Paris, has a temperate climate similar to southern England with warm summers, cold winters and rainfall throughout the year. The western coast, from the Loire valley to the Pyrenees, is milder and summer days are generally very hot.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Rainfall (mm)	182	121	158	205	323	300	237	193	66	63	83	155
Min Temp (°C)	2	3	5	7	10	13	15	15	12	9	5	4
Max Temp (°C)	7	8	12	15	19	22	24	25	21	16	10	8

350  
300  
250  
200  
150  
100  
50  
0

Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

□ Rainfall (mm) □ Min Temp (°C) □ Max Temp (°C)

worldtravels.com

(i) In the table below, write down the **number of the feature** given in the picture above.

Feature	Number
Footer	
WordArt	

Feature	Number
Chart	
Shading	

2  
2

When the document was **spell checked** the following dialogue box appeared. Look carefully at the box and then answer the questions.

(ii) The place *Cote d'Azur* has been found as a **mistake**. Which **button** from the dialogue box would you **click** to accept it?

1

(iii) Write down whether the spell checker is also checking for **grammatical mistakes**.

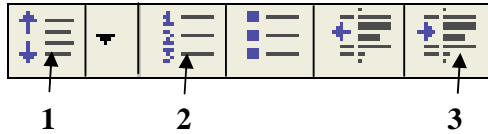
1

(d) The number '2' in the following two items has been **formatted** differently. What is each **type of formatting** called?

(i) **H<sub>2</sub>O** \_\_\_\_\_ 1

(ii) **x<sup>2</sup> = x \* x** \_\_\_\_\_ 1

(e) The picture below shows three numbered **buttons**.



Give the name **or** explain the function, of each **numbered button**.

1. \_\_\_\_\_ 1

2. \_\_\_\_\_ 1

3. \_\_\_\_\_ 1

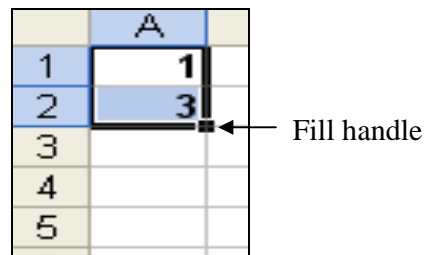
(f) Fill in the **blanks** in the paragraph below using the following words.

**spreadsheet      data source      personalised      main document**

Mail merge can be used to prepare the students' examination reports. A standard letter called the \_\_\_\_\_ is prepared in the word processor. The students' details and exam results are prepared in a Word table (or a \_\_\_\_\_) and is called the \_\_\_\_\_. When the two files are merged the \_\_\_\_\_ reports can be printed out. 1  
1  
1  
1

**3 This question is on Spreadsheets.**

(a) Look at the picture on the right.



(i) Write down the **numbers** which will appear in cells **A3** and **A4** when the fill handle is dragged down. 1

(ii) Underline the **name of this facility** that is used in 3 (a) (i) above.

**autocorrect      autonumbering      autofill** 1

(b) The worksheet below shows the processing of wages for a small company.

	A	B	C	D	E	F	G	H	I
1	Wages for June 2005								
2									
3	<b>Name</b>	<b>Surname</b>	<b>Basic Wage</b>	<b>Overtime</b>	<b>Allowance</b>	<b>Total</b>	<b>Tax Rate</b>	<b>Net Pay</b>	
4			LM	LM	LM	LM	18%	LM	
5	Joseph	Dimech	370.00	85.75	38.00	493.75	88.88	404.88	
6	Domenic	Abela	330.00	0.00	38.00				
7	Anna	Zammit	400.00	98.50	38.00				
8									
9							Lowest Net Pay		
10							Highest Net Pay		
11									
12									

(i) Write down the **formulas** that were typed in:

- Cell **F5** to find the Total wage for Joseph Dimech: \_\_\_\_\_
- Cell **G5** to find the Tax Rate at 18% of the Total wage: \_\_\_\_\_
- Cell **H5** to calculate the Net Pay (Total less Tax): \_\_\_\_\_

(ii) Write down the **names of the mathematical functions** that have to be typed in:

Cell **H9**: \_\_\_\_\_

Cell **H10**: \_\_\_\_\_

(iii) On which **range of cells** has the feature **Merge and Centre** been used?

\_\_\_\_\_

(iv) What is the **name** of the feature used when putting the employee names in **ascending/descending alphabetical order**?

\_\_\_\_\_

(v) What is the **reason** if the contents of the 'Name' column appear as ##### ?

\_\_\_\_\_

(c) Look at the following spreadsheet. Cell **C4** contains a **formula** for finding the amount of VAT on the keyboard.

	A	B	C
1		<b>Vat rate:</b>	0.18
2			
3	<b>Item</b>	<b>Price</b>	<b>Vat on Item</b>
4	<b>Keyboard</b>	4.5	=B4*\$C\$1
5	<b>Mouse</b>	2	
6	<b>Floppy disk</b>	0.23	
7			

(i) Which other **cell** is being multiplied with cell **B4**?

\_\_\_\_\_

(ii) From the formula in C4 above write down the **part of the formula** (the cell reference) that uses **absolute addressing**.

1

(iii) From the formula in C4 above write down the **part of the formula** (the cell reference) that uses **relative addressing**.

1

(d) Look at the following spreadsheet and answer the following questions:

	A	B	C	
1	<b>Name</b>	<b>Mark</b>	<b>Pass/Fail</b>	
2	Peter	65	Pass	
3	Joseph	43	Fail	
4	Marilyn	85	Pass	
5	Caroline	51	Pass	

(i) Write the words **Pass** and **Fail** in the **IF function** below to complete the formula that was typed in cell C2.

=IF(B2 < 45, “ \_\_\_\_\_ ”, “ \_\_\_\_\_ ”)

1

(ii) What do you expect to see if a **mark is 45**?

1

**4 This Question is on Information and Communication.**

(a) Complete the sentences below with the words provided:

**ISP      URL      Internet      hyperlink      World Wide Web**

(i) The \_\_\_\_\_ is just a small part of the Internet as a whole.

1

(ii) The \_\_\_\_\_ relates to all the hardware involved in the network system and provides for services such as email.

1

(iii) The \_\_\_\_\_ is just another name for a web address.

1

(iv) A \_\_\_\_\_ is a piece of text (or a graphic) on a Web page, which when clicked on will automatically take you to another web site or to a different page on the same web site.

1

(v) The \_\_\_\_\_ gives you a connection to the Internet via a telephone line or via a special digital high-speed line.

1

(b) The following **two icons** are found in the toolbar of the Internet program. Write down what they are used for.



1. \_\_\_\_\_

1



2. \_\_\_\_\_

1

- (c) (i) What is a **search engine**?
- \_\_\_\_\_
- \_\_\_\_\_
- (ii) Give one **example** of a search engine. \_\_\_\_\_
- (iii) What is the **name of the program** that displays the Internet information on your computer?
- \_\_\_\_\_

1  
1  
1

- (d) **Match** the **terms** on the left with their **meaning** on the right by writing down the number of the term. Term *No 5 has been done for you.*

Terms		Definition	
1.	FTP	5	A protection against invasion via the Internet.
2.	Encryption		A way of transferring files over the Internet.
3.	Virus		The scrambling of information during transmission.
4.	Digital certificate		A program which may damage a computer.
5.	Firewall		A secure method for transferring information.

1  
1  
1  
1

- (e) (i) Write down two **advantages of using email** when compared to the postal service?
1. \_\_\_\_\_
2. \_\_\_\_\_
- (ii) Email is not restricted to just simple text messages, you can also **send and receive other files** with messages. What are these **other files** called?
- \_\_\_\_\_

1  
1  
1

- (f) Look carefully at the picture on the right and then answer the questions below.



- (i) How many messages have you **deleted**?
- (ii) How many messages in ALL have you **received**?
- (iii) How many messages have you **delivered**?

1  
1  
1