

AREA SECONDARY SCHOOLS - ANNUAL EXAMINATIONS 2003

Education Assessment Unit – Education Division

FORM 1

ICT

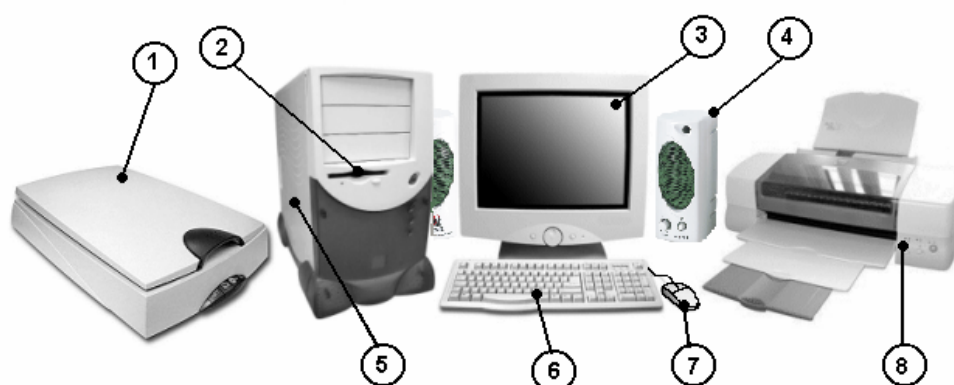
TIME: 1 hour 30 min

NAME:

CLASS:

- 1 (a) The diagram below shows the main components of a computer system. Name the parts marked 1 to 8, using the terms provided below.

monitor scanner speaker keyboard
printer system unit mouse floppy disk drive



- | | |
|---------|---------|
| 1 _____ | 5 _____ |
| 2 _____ | 6 _____ |
| 3 _____ | 7 _____ |
| 4 _____ | 8 _____ |

4

- (b) Give one example of how the devices numbered 1, 4 and 8 are used.

- | | |
|---------|--|
| 1 _____ | |
| 4 _____ | |
| 8 _____ | |

3

- (c) Underline the correct word after each statement:

- i) The four basic functions performed by a computer are input, storage, output, and (processing; browsing; printing; display)
- ii) Most computers are equipped with the following as the main output device (keyboard; monitor; printer; mouse)

- iii) Which kind of user interface uses icons and a mouse pointer?
(command-line; menu; graphical)
 - iv) A graphical user interface such as Windows must have the following as an output device: (mouse; keyboard; colour monitor; CD-ROM)
 - v) Which of the following is an input device for a computer?
(monitor; mouse; printer; speaker)
 - vi) A word processor is classified as:
(hardware; software; network)
- (d) One kind of computer network is called a LAN (Local Area Network). Give TWO advantages and ONE disadvantage of having a LAN rather than stand alone computers in an office.

1st advantage: _____

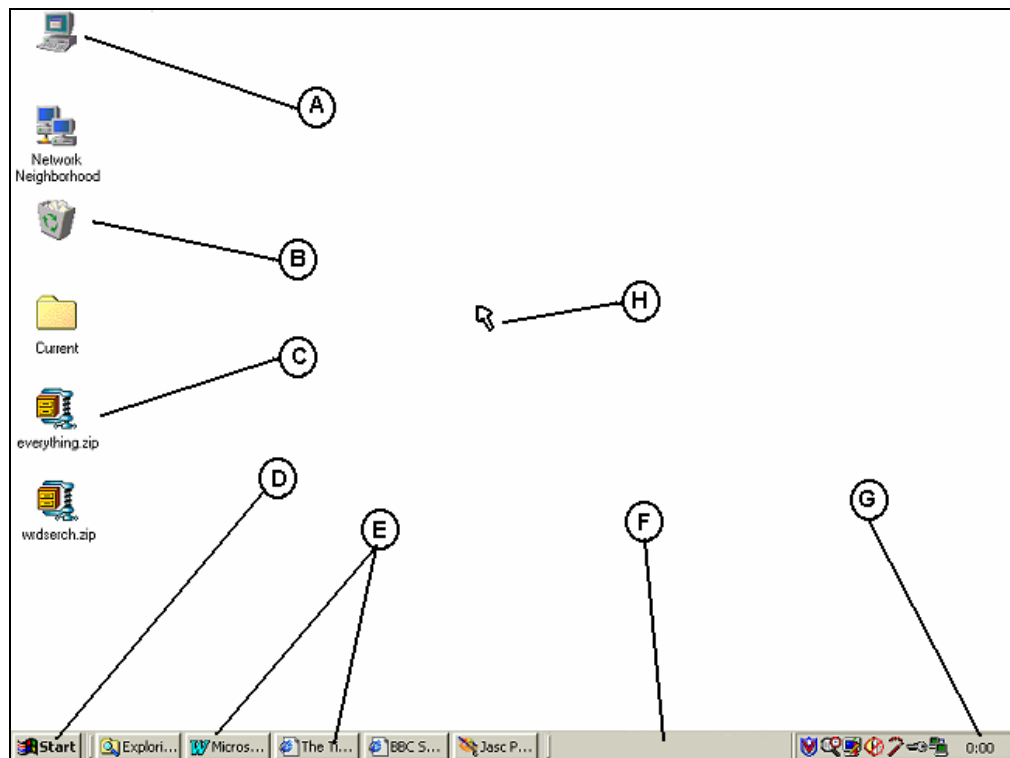
2nd advantage: _____

A disadvantage: _____

3

- 2 (a) The diagram below shows the windows desktop. Name the parts marked from A to H using the terms provided below in the space provided on page 3.

taskbar *clock* *recycle bin* *minimized programs*
my computer *mouse pointer* *start button* *icon*



- A _____ E _____
- B _____ F _____
- C _____ G _____
- D _____ H _____

4

- (b) By using the diagram for question 2(a), write the letter of the object according to its description in the spaces below. The first one is done for you.

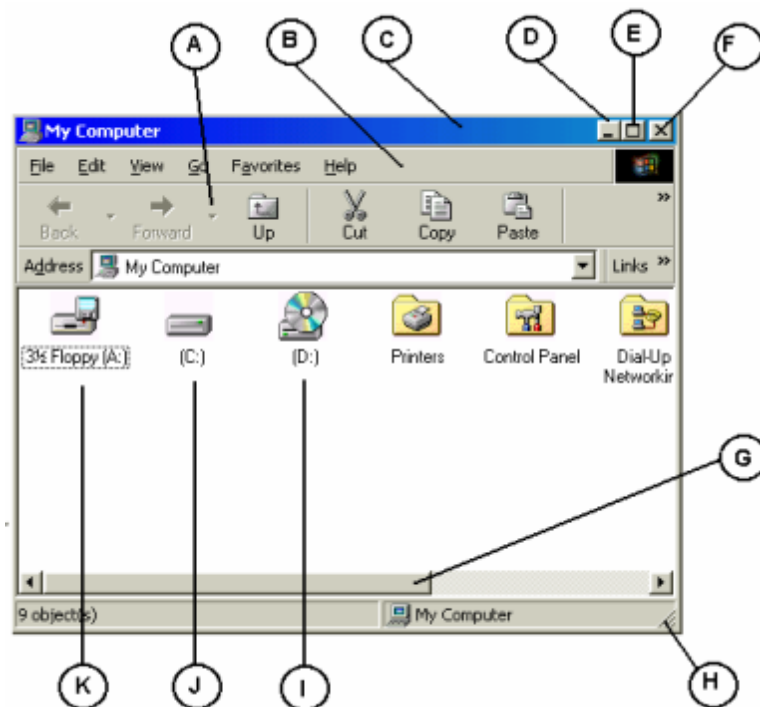
Letter	Description
A	Used to access the floppy disk, hard disk or CD Rom
	Shows the computer time
	When a file is deleted it is stored here
	You open most of your programs by clicking here
	Shows open programs or tasks as buttons or minimised icons

4

- 3 (a) The diagram below shows a window. Name the parts of the windows marked from A to H using the terms below in the space provided on page 4.

minimise *scroll bar* *menu bar* *title bar*

maximise *close* *toolbar* *resizing gadget*



A _____	E _____
B _____	F _____
C _____	G _____
D _____	H _____

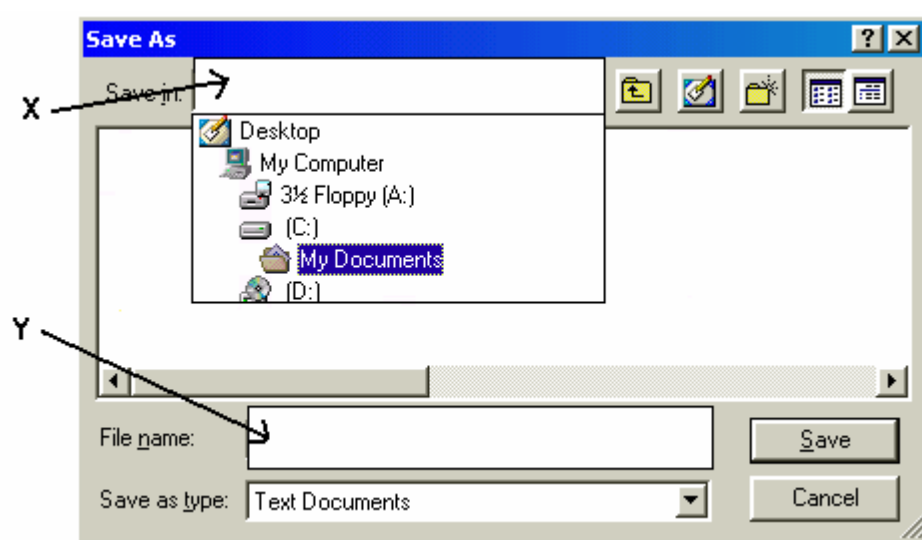
4

- (b) Complete the following sentences using the diagram shown in question 3(a). The first one is done for you.

Description	Letter
i) To view hidden icons you click and drag the object labelled	G
ii) To view the contents of the hard disk you double click on	
iii) To view the contents of a CD-ROM you double click on	
iv) To move the window you click and drag the object labelled	
v) To close the window you click the object labelled	
vi) To minimise the window you click the object labelled	
vii) To resize the window you click and drag the object labelled	

3

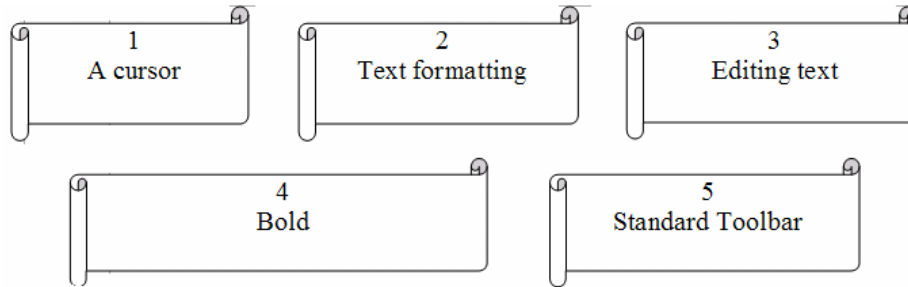
- (c) Kurt uses **Notepad** to write a short note. After finishing he stores the letter on a **floppy disk** and names it **Note**. Fill the boxes marked **X** and **Y** in the picture below with the appropriate words to save his work.



2

4

Read carefully the text in the paper scrolls and match each scroll with the phrases shown below by writing the number in the little scrolls on the right of each phrase.

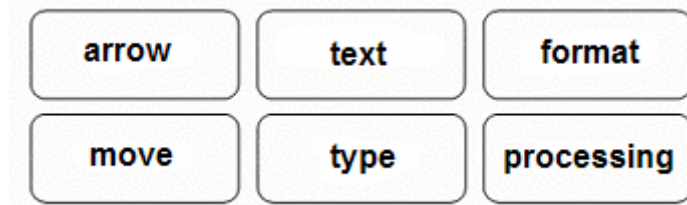


- i) Includes operations such as insert text, delete text, move text.
- ii) The Cut, Copy and Paste buttons are found in this toolbar.
- iii) Heavy black text, often used for headings
- iv) An indicator or marker on the screen that shows where the next character keyed in will appear.
- v) Includes changing font size, changing font type, underlining and centering text.

10

5

- (a) Kevin is using a word processor named Word. Help Kevin to complete his notes by choosing the correct word from the following:



- i) A word document is a file containing and sometimes graphics.
- ii) You may use Bold or Italics to text.
- iii) Whenever you text, the word processor places the text at the cursor's location.
- iv) You can the cursor with the keys.

6

- (b) Give two reasons why Kevin finds it better to use a word processor rather than a typewriter to type his notes.

i) _____

2

ii) _____

2

- 6 (a) Lara buys some presents for her friends. She uses a spreadsheet to work out the bill.

	A	B	C	D	E
1	Bill by Lara				
2					
3	Item	Quantity	Unit Price	Amount	
4	Jigsaw Puzzle	1	12	=B4*C4	
5	Board Game	2	2		
6	Tennis Ball	5	1		
7					
8			Total		

Write **True** or **False** for the following statements:

True or False

- i) Cell A1 contains a label.
- ii) Cell B6 contains a value.
- iii) The selected cell is D4.
- iv) A formula can be found in cell D3.
- v) The result that appears in cell D4 is 12.

5

- (b) Look carefully at Lara's spreadsheet and complete the following:

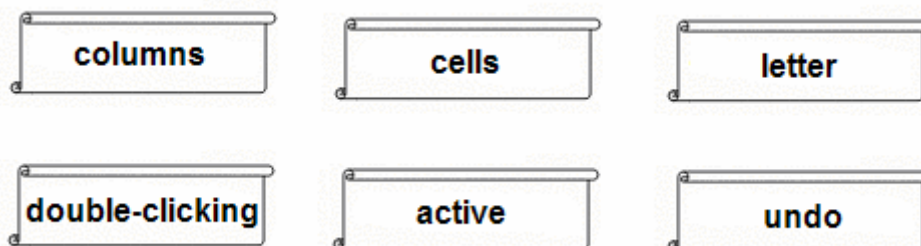
- i) What is the value that should appear in cell D5?
- ii) Type the formula that should be entered in cell D6 to show the amount.
- iii) Write the formula used in cell D8 to calculate the bill.

1

2

2

7 Use the following terms to complete the passage below:



- i) A spreadsheet is made up of arranged in rows and
- ii) Only one cell is the cell at any one time.
- iii) A cell reference consists of its column and row number.
- iv) Excel's feature allows you to reverse your actions.
- v) You can edit a cell by it with the mouse.

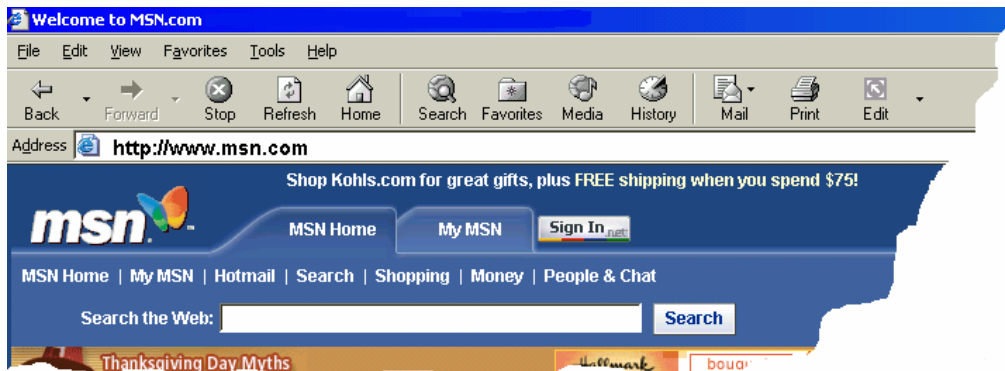
6

8 (a) Underline the correct answer for each of the following statements.

- i) A group of computers connected to each other all over the world are called:
 - Software
 - Internet
 - Modem
- ii) Visiting different websites is called:
 - World Wide Web
 - email address
 - surfing the net
- iii) A huge collection of electronic pages containing information about many different subjects is called:
 - World Wide Web
 - email address
 - surfing the net
- iv) The home page is displayed first when you get online.
 - True
 - False

- v) The address for a Web page is a URL
 True
 False
- vi) To log on to a network a user must supply
 Name and surname
 Username and password
 ID Number
- vii) What does URL stand for?
 United route link
 Uniform Resource Locator
 Unknown redirection link
- viii) What is an ISP?
 Internet Setup Problem
 Internet Service Provider
 Internal System Process
- (b) Francesca wants to look up information about dinosaurs for her school project. She chooses the MSN search engine to find suitable websites.

4



- i) What type of software program is Francesca using, above? Choose one of the following (word processor; spreadsheet; browser; database)
- ii) What is the address of the MSN website?
- iii) What is a search engine used for?
- iv) Francesca wants to make a printout of the search results. How can she do this?

1

1

2

2

- v) Francesca now wants to visit the following website **http://www.gov.mt**
Explain briefly what she does.

2

- vi) To go back to the previous site she clicks the _____ button on the toolbar.

1

- vii) To go back to the first page she clicks the _____ button on the toolbar

1

- 9 (a) Jason wants to send an e-mail to his friend to inform him that today he is not attending the training session at the gym. The letter is to be called **'Training'** and his friend's email address is **kurt@schoolnet.gov.mt** Fill in the appropriate boxes marked * in the diagram below, including the short message, to send this e-mail.

3

- (b) Write TRUE or FALSE in the space provided after each phrase.

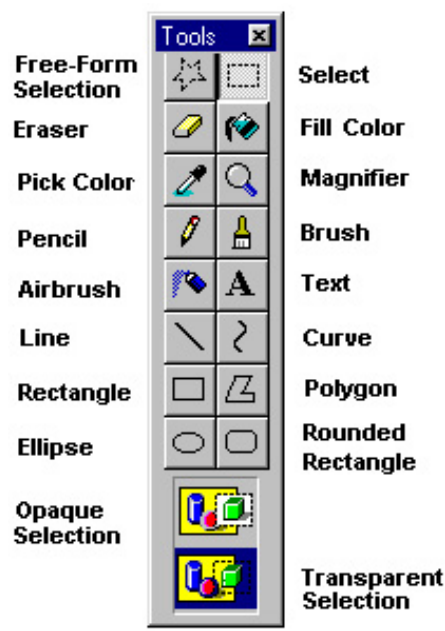
- i) Email is slower than normal postal mail _____
- ii) You may send your photo with an email _____
- iii) Email is cheaper than normal postal mail _____

3

- 10 (a) On the right you will find the Paint Toolbox with all the tool icons and tool names.

James creates the drawings shown below with the tools from the Toolbox. He also types his name.

Draw the icons of the tools he uses, in the boxes next to the drawings below.



Draw icons of tools here↓		Draw icons of tools here↓	
		JAMES	

10

James wants to do some changes to the shapes he drew above.

- (b) Write down the name of the tool he uses to fill the shape with colour.
- (c) Write down the name of the tool he uses to rub off part of one of the shapes.

2

2