

JUNIOR LYCEUM ANNUAL EXAMINATIONS 2010

Directorate for Quality and Standards in Education
Educational Assessment Unit

FORM 4 Information and Communication Technology TIME: 1h 30min

Name: _____

Class: _____

1. This question is about *Concepts of Information and Communication Technology*.

a) Match each phrase with its definition as in the example shown in bold.

	Phrase		Definition	
A	Megahertz or Gigahertz		It is the latest Microsoft Operating System.	1
B	Random Access Memory		It is the large storage area within a computer.	1
C	Read Only Memory		It allows the user to input information to the computer.	1
D	Windows 7		It is where the Operating System is loaded when the computer is switched on and where applications are copied once started.	1
E	Microsoft Office	A	It is the speed of the Central Processing Unit.	
F	Hard Disk		It is built-in computer memory, containing data which is not lost once the PC is switched off.	1
G	Input Device		It consists of different application software.	1

b) List A shows *units of storage capacity measurements* and List B shows their *values*. Match them together by writing a letter as in the example shown in bold.

	List A: Units of Storage		List B: Values	
A	1 Bit		1024 Bytes	1
B	1 Byte		1 or 0 (one or zero) level of storage	1
C	1 Kilobyte	B	8 Bits	
D	1 Megabyte		1024 Megabytes	1
E	1 Gigabyte		1 Gigabyte	1
F	1 Terabyte		1024 Kilobytes	1

c) Complete the following paragraph about 'memory and storage' by filling in with these words: **System, online, external, internal, USB**

All PCs are supplied with an _____ hard disk where the Operating _____ is stored. An _____ hard disk is secondary and optional. CDs, DVDs, memory cards, _____ flash drives, network drives and _____ file storage are other types of storage capacity.

5

d) Mark the following with a **T (True)** or an **F (False)**

- i) The term **hardware** refers to the physical components of your computer.
- ii) A digital camera and a webcam are **input** devices.
- iii) Monitors and printers are **output** devices.
- iv) Only authorised persons can access an **Intranet**.
- v) The speed of **data transfer** is measured in GHz.
- vi) The term **email** refers to selling or buying from the Internet.

e) In your own words, define these kinds of networks:

- i) A **Local Area Network** _____

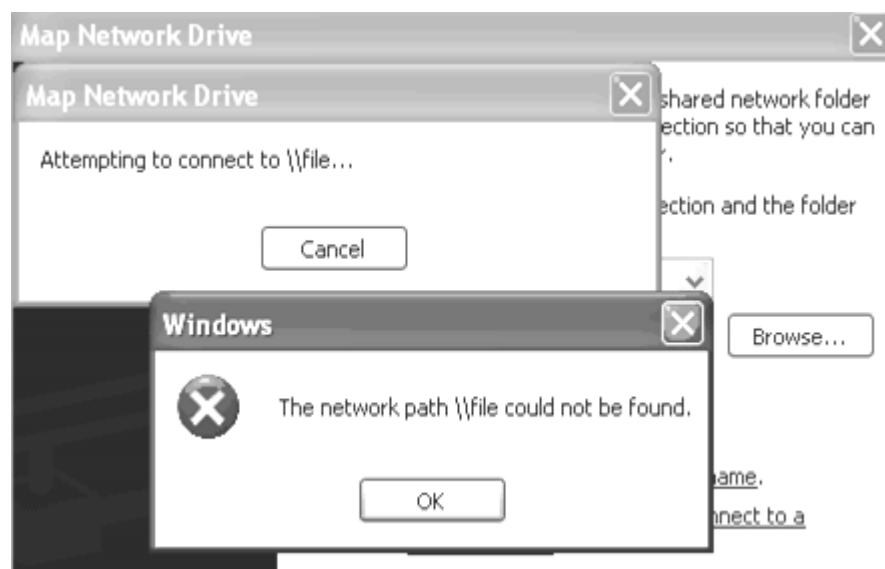
- ii) A **Wide Area Network** _____

- iii) A **Wireless Local Area Network** _____

f) Tick (✓) the **correct** answer from each question.

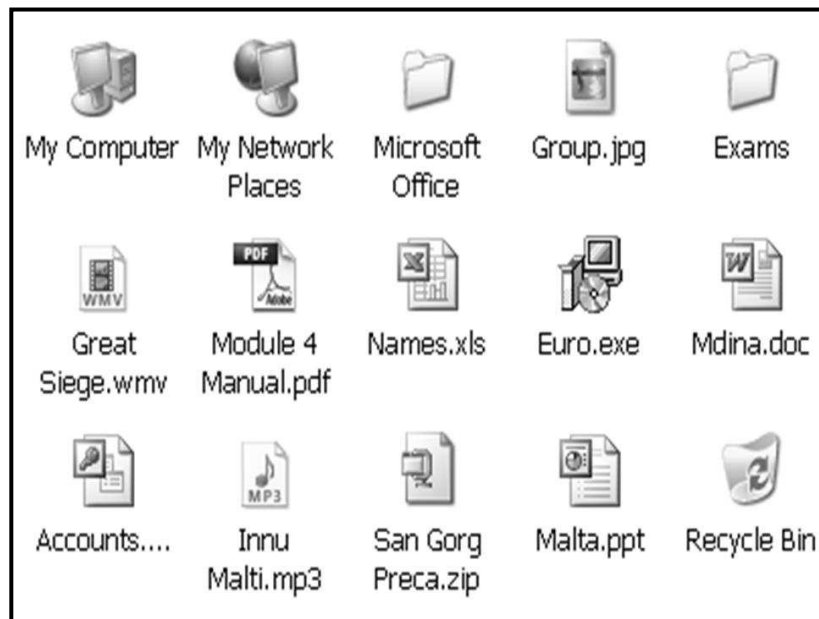
- i) *What is copyright?*
 A good password policy ☐
 A term that covers the rights of the manufacturer of software, music, books etc ☐
 A right of the consumer to freely copy commercial software ☐
- ii) *Where is the best place to store a data backup from a security perspective?*
 In a hidden folder on the computer's hard disk ☐
 In the same building where the computer is ☐
 In a different building than the computer ☐
- iii) *Which of the following is **not** a type of Internet Connection?*
 Open Source ☐
 Cable ☐
 Satellite ☐
- iv) *What does a software **end user licence agreement** indicate?*
 The installation procedure of the software ☐
 The changes in the new software ☐
 The usage terms of the software ☐

2. This question is about *Using the Computer and Managing Files*.
 a) Look carefully at the screen shot below and answer the questions that follow.

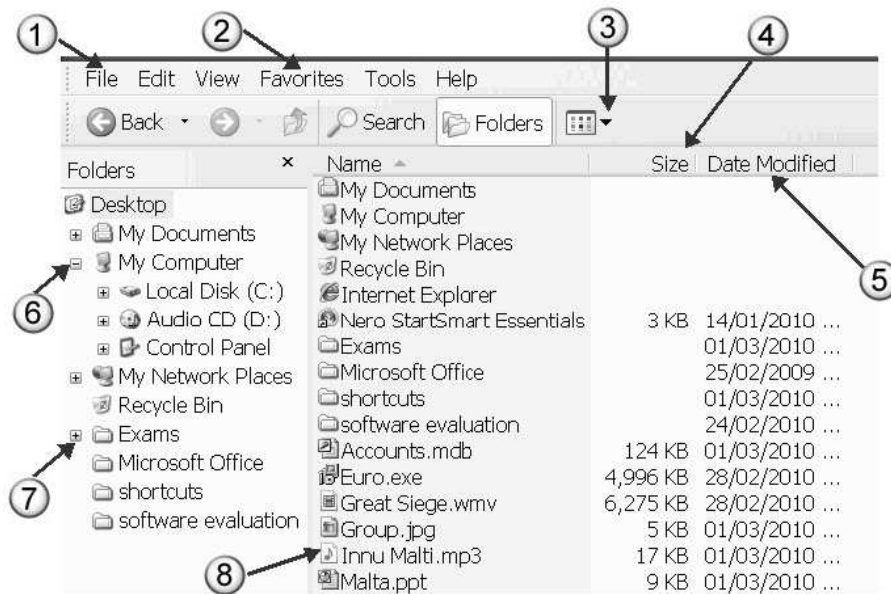


- | | |
|--|---|
| i) What title is shown in the title bar of the <i>active window</i> ? _____ | 1 |
| ii) What key from the keyboard would you hit to <i>take</i> a full screen shot like the above?
_____ | 1 |
| iii) What program can you use to <i>paste</i> it? _____ | 1 |
| iv) Describe how you would take a screen shot of the <i>error message window only</i> and <i>save</i> it
as a file called <i>error.jpg</i> in <i>My Documents</i> folder. _____

_____ | 7 |
- b) A number of icons are shown in the picture on the following page.
 Complete this exercise by writing the *file names* and their *extensions* as in the example.
- | | | |
|-----------------------------|-----------|---|
| i) A presentation file | Malta.ppt | |
| ii) A spreadsheet file | _____ | 1 |
| iii) A database file | _____ | 1 |
| iv) A word document | _____ | 1 |
| v) A portable document file | _____ | 1 |
| vi) A compressed file | _____ | 1 |
| vii) A video file | _____ | 1 |
| vii) An executable file | _____ | 1 |



- c) Look carefully at the picture **below** and write the label number showing where you need to click to:



- open the music file called 'Innu Malti'
- change or view folders and files in *different modes* (thumbnails, tiles, icons, list, details)
- arrange the files according to when they were *modified*
- expand the folder *exams*
- collapse the folder *My Computer*
- arrange the *size* of different files in *ascending* or *descending* order

	1
	1
	1
	1
	1
	1

3. This question is about **Databases**.

a) Tick (✓) the **correct** answer from each section.

i) *What is a database?*

A set of instructions to retrieve data

A structured collection of records and data

An online program for creating forms

ii) *What is the difference between data and information?*

Data is always numerical while information is always text

Data consists of formatted text while information is a bulleted list

Data is raw facts while information is data processed in some way

iii) *How is database organised?*

A database contains indexes and filters stored in tables

A database contains fields and records stored in tables

A database contains reports and fields stored in tables

iv) *Which of the following is NOT a common use of large-scale databases?*

Airline booking Systems

Banking Systems

Home DVD Database System

v) *What is important when designing a database?*

A table should contain data related to a single subject type

A query should fetch data only from one table

A report should be very colourful

vi) *What is used when there is a need to uniquely identify each record in a table?*

A filter

A primary key

A report

vii) What could be used to find and sort records faster?

A validation rule

Indexed fields

Yes/No as data type of the key field

viii) What is a query used for in a database?

To display and maintain records

To store records and fields

To extract and analyse data from existing tables

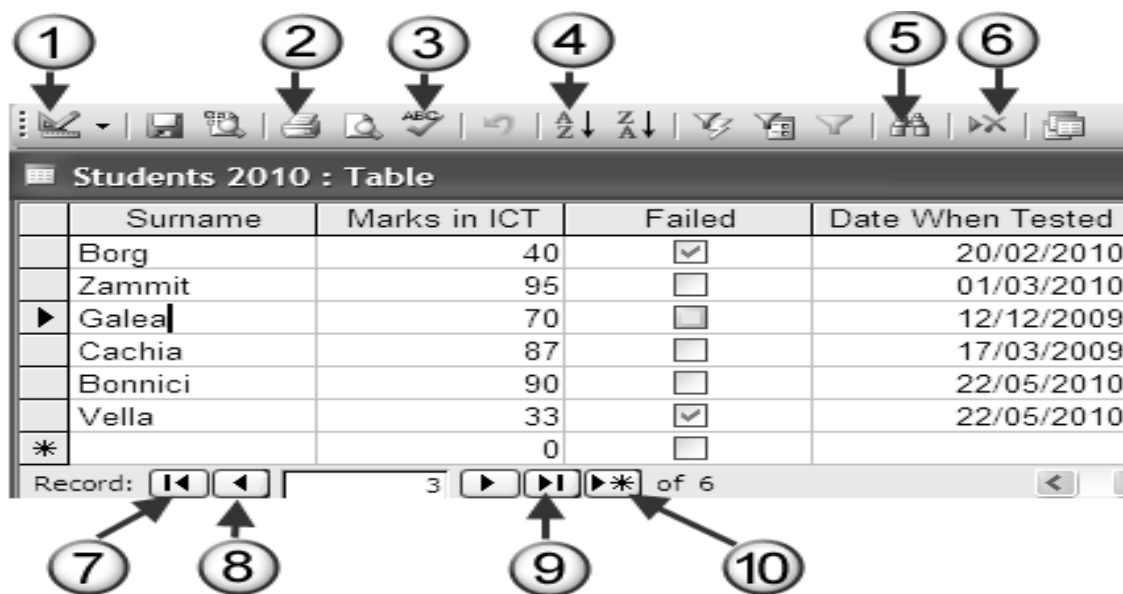
ix) Which of the following is an appropriate type for a field containing decimal values?

AutoNumber

Number

Text

b) By referring to the picture **below**, answer the questions that follow.



i) What is the **name** of the table? _____

ii) Write down the names of the **four fields** used in the table.

(1) _____ (2) _____

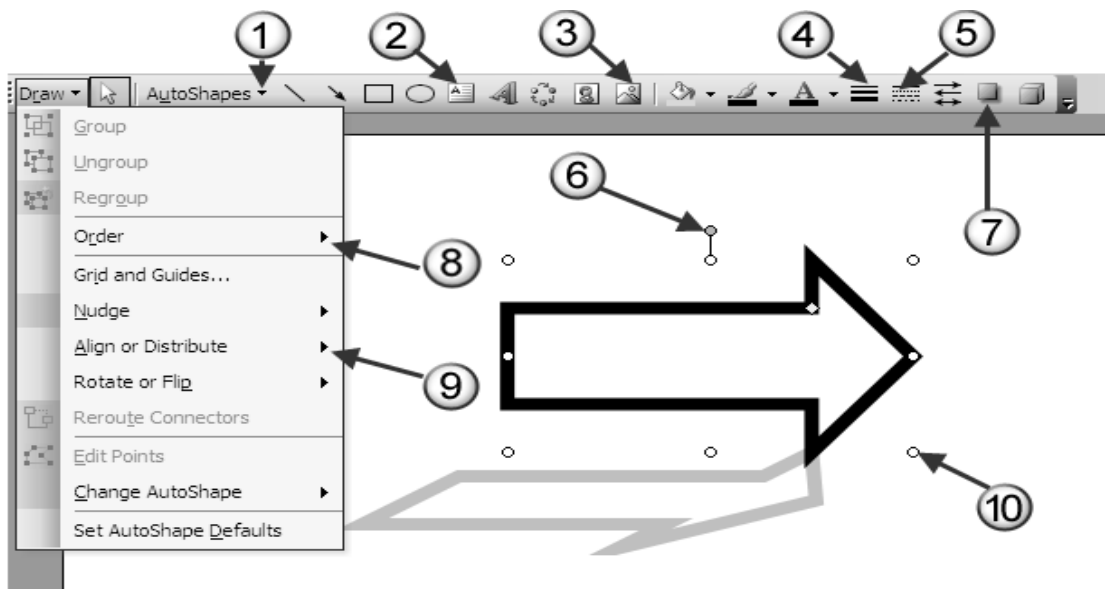
(3) _____ (4) _____

- iii) Write the name of a field that is of **Text** type. _____
- iv) Write the name of a field that is of **Number** type? _____
- v) Write the name of a field that is of **Date/Time** type? _____
- vi) Write the name of a field that is of **Yes/No** type. _____

c) Using again the same picture in *question b*, say what happens when you press the *numbered buttons*:

	Button numbered	Description of what happens
i)	1	_____
ii)	2	_____
iii)	3	_____
iv)	4	_____
v)	5	_____
vi)	6	_____
vii)	7	_____
viii)	8	_____
ix)	9	_____
x)	10	_____

4. This question is about **PowerPoint Presentation**.



a) Write the label number shown on this slide from where:

- i) The **arrow** can be **rotated** from this point
- ii) The **block arrow** has been **added** from this drop down menu
- iii) The **arrow** can be **resized** from this point

- iv) The **arrow** can be aligned **relative to the slide**
- v) The **shadow** of the **arrow** has been added
- vi) A separate **text box** under the **arrow** can be added
- vii) The **arrow** can be brought to the **front**
- viii) The **thickness of the line** of the **arrow** can be modified
- ix) A **picture** can be added to the slide
- x) The **line style of the arrow** can be changed to **dotted style**

1
1
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1

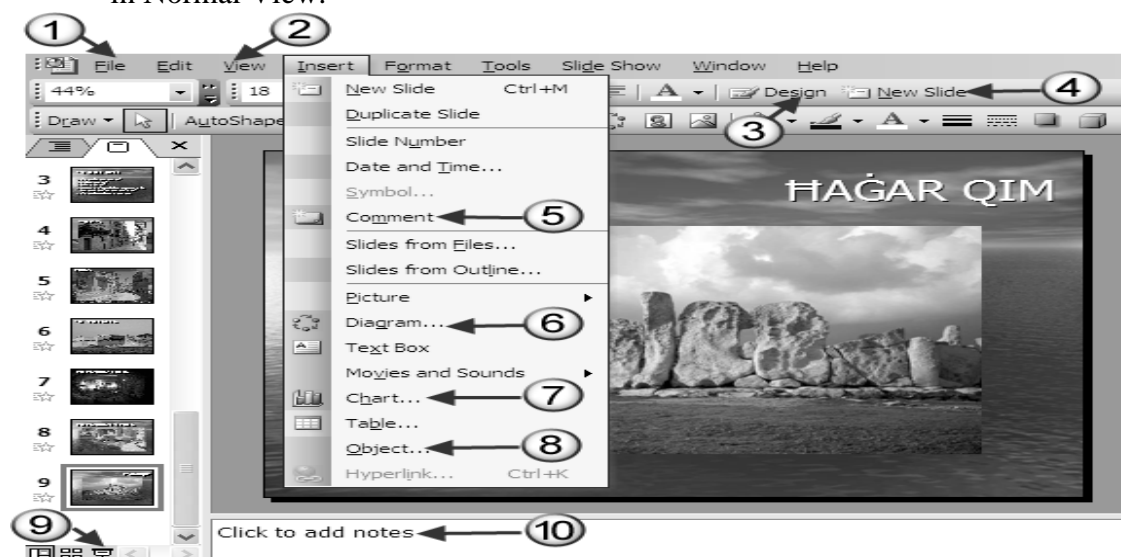
b) Tick (✓) whether these are *good practices* in creating PowerPoint Presentations.

- i) Use short phrases in slides.
- ii) Use lots of several different coloured fonts in every slide.

Yes	No

2
2

c) The picture below shows some slides of a **PowerPoint Presentation** in Normal View.



Which button number shows where you can click to:

- i) view a **Slide Show Presentation** from the **selected** slide
- ii) add **presenter notes** to slides
- iii) add a **new** slide
- iv) insert a **chart**
- v) save the presentation under a **different name**
- vi) change the **slide design**

1
1
1
1
1
1

END of EXAMINATION PAPER