JUNIOR LYCEUM ANNUAL EXAMINATIONS 2006
Educational Assessment Unit – Education Division

FORM 4	**INFORMATION AND COMMUNICATIONS TECHNOLOGY**	**TIME: 1 h 30 min**

Name: _____   Class: _____

Answer ALL questions. This paper carries 100 marks.

1   This question is about Basic Concepts.

a)   Two memories found in a computer system are **RAM** and **ROM**.

i)   What do the abbreviations **RAM** and **ROM** stand for?

RAM: _____   [1]

ROM: _____   [1]

ii)   Which of the two memories is the **main working memory** of the computer?

_____   [1]

b)   Use the following words to **complete the sentences** below:

byte   root   kilobyte   binary   megabytes   digital

i)   A _____ computer works with the numbers 0 and 1.   [1]

ii)   The numbers 0 and 1 form a system of numbers called _____.   [1]

iii)   A _____ consists of 8 bits.   [1]

iv)   A _____ consists of 1024 bytes.   [1]

v)   A gigabyte consists of 1024 _____.   [1]

vi)   The _____ folder is the folder at the uppermost level
of the tree organization.   [1]

c)   For each of the following **disks** tick (✓) the most appropriate unit for **Capacity**
and the relative **Speed**. *The CD-ROM has been done as an example.*

	Type of disk	**Unit used for measuring capacity**			**Access speed compared to hard disk**		
		KB	**MB**	**GB**	**Slower**	**Faster**	
i)	*CD-ROM*		✓		✓		
ii)	Zip disk						[2]
iii)	Floppy disk						[2]
iv)	DVD						[2]

d) i) What is the difference between an **internal hard disk** and an **external hard disk**?

Internal hard disk:

[1]

External hard disk:

[1]

ii) Write **True** or **False** for each of the following statements.

	True/False
• The ROM-BIOS checks that the computer is working correctly.		[1]
• Modern computers are supplied with a flash BIOS.		[1]
• Video memory chips are used to store the operating system.		[1]
• A Jaz drive is another name for a floppy drive.		[1]
• Any data on a disk will be lost after re-formatting the disk.		[1]

e) Tick (✓)the **correct answer** for each of the following multiple choice questions on the **Operating System**:

i) An example of an Operating System is:
- Word.
- Excel.
- Windows.
- Access. [1]

ii) The Operating System:
- Is normally loaded automatically from a floppy disk.
- Allows you to use the features of a modern computer.
- Is an application program used for a particular task.
- Shows you the details of how the hardware works. [1]

iii) An Operating System which is NOT user-friendly is:
- DOS.
- Windows.
- Paint.
- PowerPoint. [1]

iv) An Operating System which is user-friendly should have a:
- Basic Input/Output System (BIOS).
- Command Line Interface (CLI).
- Central Processing Unit (CPU).
- Graphical User Interface (GUI). [1]

v) Compared to a PC, a different type of computer (for example Apple):
- Must use an older version of Windows. ☐
- Has a completely different operating system. ☐
- Does not need an operating system. ☐
- Uses the same type of operating system. ☐ [1]

vi) New versions of operating systems are released year after year so that:
- The software publishers continue to make money each year. ☐
- You pay for a patched up version which you bought last year. ☐
- The computer system runs faster with the new version. ☐
- Each new version has less bugs, greater flexibility, more features. ☐ [1]

vii) The version of Windows that you have in the school's computers is:
- XP ☐
- 2000 ☐
- Me ☐
- 98 ☐ [1]

viii) The sequence in which software is loaded after switching on the computer is:
- Application software and operating system. ☐
- Application software and BIOS. ☐
- BIOS, operating system and application software. ☐
- Desk top and operating system. ☐ [1]

f) Match the **application software** with its **usage** by drawing lines. *One has been done for you as an example.*

Application software		**Use**	
i)	*Word processing program*	• To create web sites.	[1]
ii)	Spreadsheet program	• To view web sites.	[1]
iii)	Database program	• *To write letters, memos, etc.*	
iv)	Presentation program	• For organizing large amounts of information.	[1]
v)	Accounts/Payroll program	• To produce professionally looking slideshows.	[1]
vi)	Web browsing program	• For working with numbers.	[1]
vii)	Web authoring program	• For calculating employee wages.	[1]

g) Complete the following sentence by writing down the appropriate **input device**:

A GUI is simply an additional part of the operating system that displays

windows and drop-down menus and also enables you to drive your computer

using a _____. [1]

2 **This question is about Databases.**

a)   Consider the following TWO items:

Bernard's date of birth is 25/05/74   **Bernard 250574**

i)   Write down the item which is **data**.

_____   [1]

ii)   Write down the item which is **information**.

_____   [1]

iii)   What must be **done** to **data** to become **information**?

_____   [2]

b)   i)   Tick (✓) the best definition for a **Database**:
- A set of data stored in the computer's hard disk.
- A structured collection of related data about one or more subjects.
- A collection of data on people which can be immediately accessed.   [1]

ii)   Give an example of a **frequently used database** that you have at home.

_____   [1]

c)   i)   Use the following FIVE words to **label** the parts of the database picture shown below:

table, record, field, fieldname, data

Employee ID	Last Name	First Name	Title
1	Davolio	Nancy	Sales Representative
2	Fuller	Andrew	Vice President, Sales
3	Leverling	Janet	Sales Representative
4	Peacock	Margaret	Sales Representative
5	Buchanan	Steven	Sales Manager
6	Suyama	Michael	Sales Representative
7	King	Robert	Sales Representative
8	Callahan	Laura	Inside Sales Coordinator
9	Dodsworth	Anne	Sales Representative
*	(AutoNumber)		

[1]
[1]
[1]
[1]
[1]

ii)   What is meant by the **field data type**?

_____

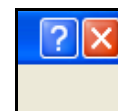_____   [2]

Write down TWO **examples** of field data types.

1. _____   2._____   [2]
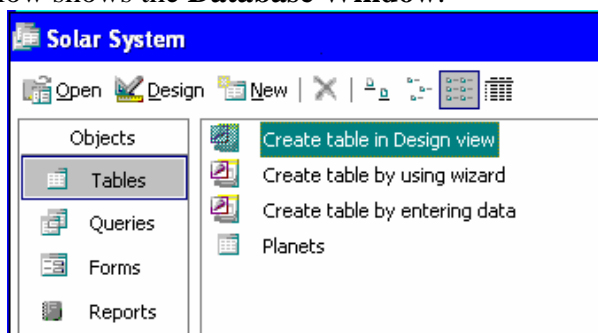
d)   Within many dialogue boxes you find a **question mark symbol** in the top right hand corner of the dialogue box as shown on the right. What is the **question mark** used for?

_____   [1]

e) The picture below shows the **Database Window**.

i) What is the name of the **database**?

_____ [1]

ii) What is the name of the **table**?

_____ [1]

f) i) The two pictures below show different views of the same table – **Datasheet View** and **Design View**. Write down the appropriate view beneath each picture.

_____ _____ [2]

ii) Which view is used to add a **new field**?

_____ [1]

iii) Which view is used to add a **new record**?

_____ [1]

iv) The picture on the right shows three buttons.
Circle the **button** which is used to switch from one view to the other.

[1]

g) The records in a table may be laid out as shown in the picture on the right.

With reference to this picture answer the following questions.

i) What **name** is given to this **type of view** (also called Object)?

_____ [1]

ii)   How many **fields** have been created? _____ [1]

iii) How many **records** have been entered? _____ [1]

iv)   Which **record number** is currently being viewed? _____ [1]

v)   **Draw lines** to show the task performed by each navigation button.

Navigation Button   Task

⏮	• To go to the next record.	[1]
◀	• To go to the last empty record.	[1]
▶	• To go to a specific record.	[1]
⏭	• To go to the first record	[1]
▶∗	• To go to the previous record.	[1]
`           2`	• To go to the last record.	[1]

h)   The picture on the right is used to search for particular data in a database.
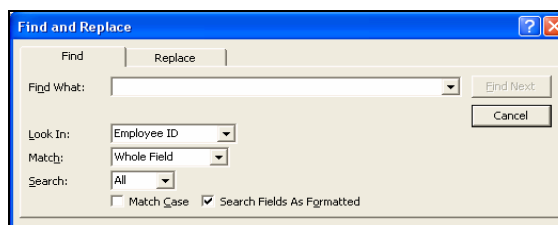
Underline the **word which is found** for each of the following search strings using **wildcard characters**.

Search string   *Underline the word*

i)   J?ne   Janet   Jan   June [1]

ii)   B*ge   Baggage   Barges   Breakages [1]

iii) 20#0   2001   2010   2011 [1]

j)   i)   Explain what you understanding by '**Applying a Filter**' to a table.

_____

_____ [1]

ii)   Look carefully at the picture on the right and note where the cursor is.

What happens if the **Filter by Selection** button is now clicked?

_____

_____ [2]

3   This question is about Presentations (PowerPoint)

a)   What is a **Master Slide**?

_____

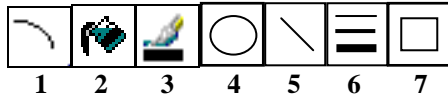_____   [2]

b)   You have drawn the **face** shown in the picture on the right
using some of the **numbered tools** given below.

      1   2   3   4   5   6   7

i)   Write down the number of the tool that you have used to
draw the outline of the face.   _____   [1]

ii)   Which tool number was used to **draw the mouth**?   _____   [1]

iii)   Which tool was used to **shade the face** with a colour?   _____   [1]

iv)   Write down the tool number used to **show or change the
colour of the outlines**.   _____   [1]

v)   Write down the tool number used to **change the thickness of
the outlines**.   _____   [1]

vi)   Underline the **key** from the keyboard that you have pressed, together with
the mouse, to draw a **perfect circle** for the face and eyes.

                Control   Space bar   Shift   [1]

vii)   The following four pictures show changes done to the face. Write down
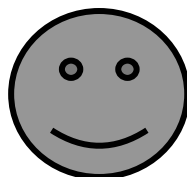beneath each face **what has been done**.

_____   _____   [2]

_____   _____   [2]
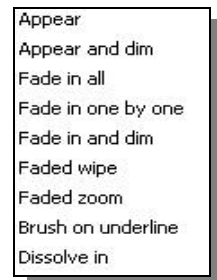
viii)   After selecting the face you decide on choosing one of
the **effects** shown in the picture on the right.

         • What is such an **effect on the face** called?

         _____   [1]

         • You can also use the effects on how a **slide appears on the screen**.
            What is such an **effect on a slide** called?
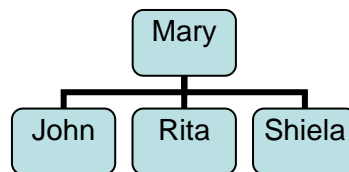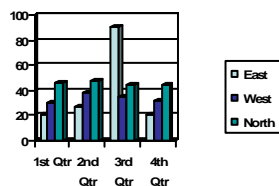
         _____   [1]

c) You have created four charts in your presentation. Use the following words to label the pictures of the **charts** given below.
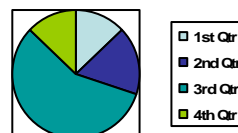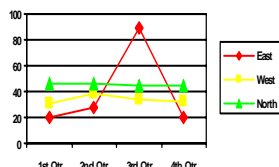
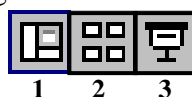**Pie chart**   **Column chart**   **Organisation chart**   **Line chart**

_____   _____   [2]

_____   _____   [2]

d) The following three **numbered buttons** are used while working with the presentation (PowerPoint) program.

1   2   3

i) Which button number is used to **start the slideshow**?   _____   [1]

ii) Which button number is used to **edit a slide**?   _____   [1]

iii) Which button number is used to **show all the slides** on the screen?   _____   [1]

e) Which key from the keyboard can be pressed to **end a slideshow**?

_____   [1]

f) Part of the dialogue box for **printing the slides** is given below.

Answer the following two questions by writing down the answer in the appropriate boxes of the dialogue box above.

i) To print from slide 4 to slide 9 only.   [1]

ii) To print three copies of the slides.   [1]