JUNIOR LYCEUM ANNUAL EXAMINATIONS 2009
DIRECTORATE FOR QUALITY AND STANDARDS IN EDUCATION
Educational Assessment Unit

FORM 2	**INFORMATION AND COMMUNICATION TECHNOLOGY**	**TIME: 1h 30min**

Name: _____   **Class:** _____

Answer ALL questions.

1   **Jane is collecting information about sea animals.**

    a)   Jane creates **folders** in her computer's hard disk as shown below:

      i.   Write the path of the folder **Animals**:   [   ]   1

      ii.   Write the names of any two **sub-folders** found in the folder **Animals**:

      [|]   2

    b)   Jane draws a picture of a fish. She saves the picture using the filename **MyFish.bmp**

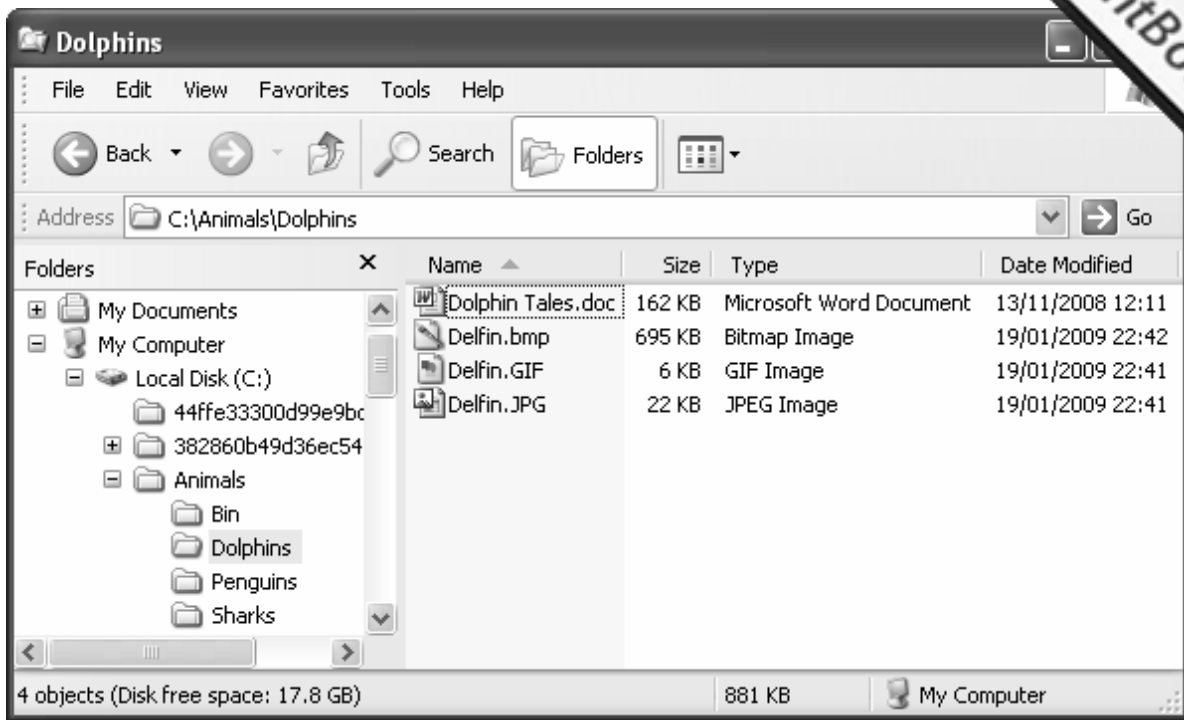   i.   **Which program application is suitable to open MyFish.bmp?**

      [   ]   1

      ii.   Write the **full path** of **MyFish.bmp** once it is saved as shown above:

      [   ]   2

    c)   Describe how Karen can **completely remove** the file **Fish.txt** from the **hard disk:**

      _____

      _____   2

Dolphins

File   Edit   View   Favorites   Tools   Help

Back ▾   Search   Folders   ▦ ▾

Address C:\Animals\Dolphins   ✔ ➔ Go

Folders   ✕

Name ▲	Size	Type	Date Modified
Dolphin Tales.doc	162 KB	Microsoft Word Document	13/11/2008 12:11
Delfin.bmp	695 KB	Bitmap Image	19/01/2009 22:42
Delfin.GIF	6 KB	GIF Image	19/01/2009 22:41
Delfin.JPG	22 KB	JPEG Image	19/01/2009 22:41

⊞ 📁 My Documents
⊟ 💻 My Computer
  ⊟ 💾 Local Disk (C:)
    📁 44ffe33300d99e9bc
    ⊞ 📁 382860b49d36ec54
    ⊟ 📁 Animals
      📁 Bin
      📁 Dolphins
      📁 Penguins
      📁 Sharks

4 objects (Disk free space: 17.8 GB)   881 KB   💻 My Computer

d)   Look carefully at the above picture and complete the following:

   i.   The folder Dolphins is a _____ of the folder Animals.

   ii.   Its path is shown in the _____ bar.

   iii.   There are _____ files in the folder Dolphins and are taking _____KB of memory space on the disk.

   iv.   The three image files have file extensions of bmp, _____ and _____.

   v.   The largest file in **C:\Animals\Dolphins** is _____.

   vi.   The file **Dolphin Tales.doc** can be edited using a _____.   8

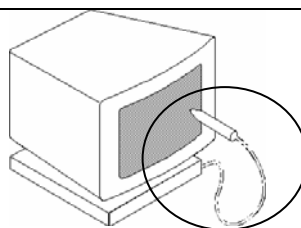**e)**   Suggest two ways how Jane can obtain more digital pictures of dolphins.

   Method 1: _____

   _____   1

   Method 2: _____

   _____   1

2   Label the following input devices:

| a) | b) | c) | 3 |

3 Read carefully and answer by writing **T** for True or **F** for False.

T o

a) A blank DVD cannot have a virus.

b) A virus scanner is used to find and delete infected files.

c) Viruses are clever programs which may harm your computer.   1

d) A stand alone computer cannot be infected by a virus.   1

                                                                          1

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4 **Underline** the correct statement for each of the following:

a) In a school, computers are connected together so that files and printers can be shared. What is this arrangement of computers called?
  i.   Extranet
  ii. Local Area Network
  iii. Smart Area Network   1

b) Computers can send and receive files using the telephone network. Which one of the following devices do you need to be able to do so?
  i.   Modem
  ii. WWW
  iii. email   1

c) Which one of the following is both an input and output device?
  i.   Light Pen
  ii. Touch pad
  iii. Touch Screen   1

d) An extranet is:
  i.   A private network of computers.
  ii. A local area network with extra printers connected to it.
  iii. A private network of computers that includes external specified users.   1

e) The I in RSI stands for:
  i.   Internet
  ii. Injury
  iii. Insurance   1

f) What should you do to avoid RSI?
  i.   Make sure that your work area is adequately lit and ventilated.
  ii. Use a comfortable non-adjustable chair.
  iii. Continue working after you feel pain. That makes your neck muscles grow   1
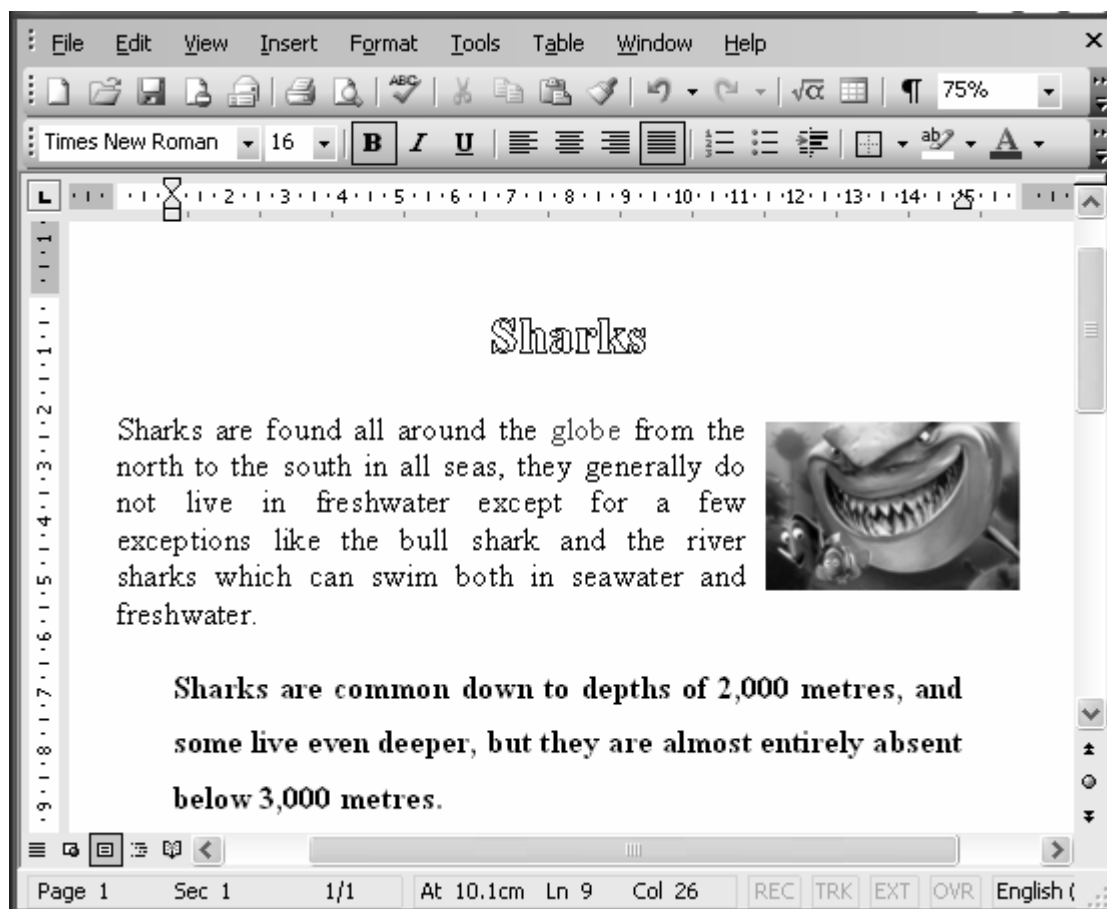   stronger.

5   **Jude is collecting notes about Sharks and typing them using a word-processor.**

She produces a document with a **title, a picture** and **two paragraphs of text**, as shown in the picture below.

a)   **Look carefully at the picture shown above and complete the following:**

		T or F	
i.	The alignment of the paragraph starting "*Sharks are found ...*" is justified.		1
ii.	The line spacing of the first paragraph is double.		1
iii.	The second paragraph is indented 1 cm from the left margin only.		1
iv.	The title "*Sharks*" is aligned to the right.		1
v.	To insert a picture in a document, select Insert menu and then Picture, then choose From File.		1
vi	The second paragraph is bold.		1

b)   **Jude uses the spelling checker. Tick the box to show which is the tool button of the spelling checker.**

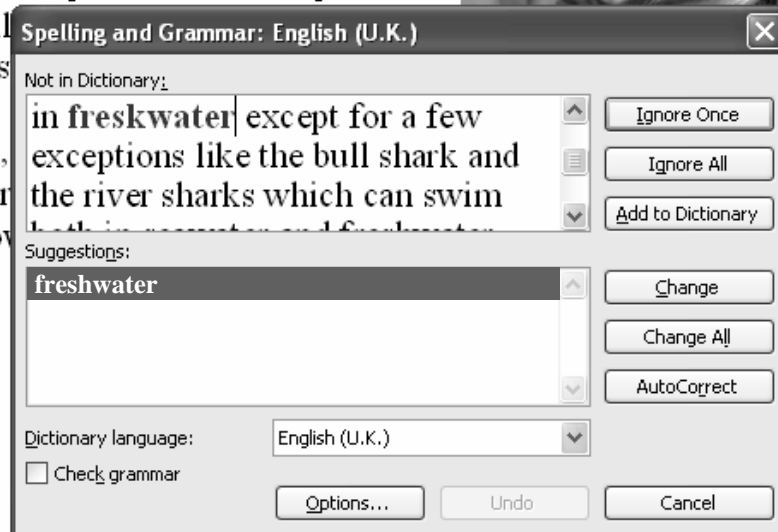☐   ☐   ☐   1

c) **The spelling checker suggests "freshwater" instead of "freskwater".**

all seas, they generally do not live in
freskwater except for a few exceptions
like the bull
which can s
freshwater.
depths of 2,
even deeper
absent belov

Spelling and Grammar: English (U.K.)

Not in Dictionary:

in freskwater except for a few
exceptions like the bull shark and
the river sharks which can swim

- Ignore Once
- Ignore All
- Add to Dictionary

Suggestions:

freshwater

- Change
- Change All
- AutoCorrect

Dictionary language: English (U.K.)

☐ Check grammar

Options...   Undo   Cancel

Which button best describes the following actions?

i. Changes all further occurrences of the word to the suggested word.   1

ii. Will not change any further occurrences of the word.   1

iii. Adds the word to the dictionary.   1

iv. Will change the word to the suggested word.   1

v. Leaves the word as it is.   1

vi. Exits the Spell check.   1

d) Fill in the picture shown below **to indent the paragraph by 2cm from the left** and **from the right margin**. The paragraph should also have **6 points of spacing before it**. Finally, the **paragraph should be justified**.   4

Paragraph   ? ✕

Indents and Spacing   Line and Page Breaks

General

Alignment: [   ] ⌄   Outline level: Body text ⌄

Indentation

Left: [   ] ⇅   Special: By:
Right: [   ] ⇅   (none) ⌄   [   ] ⇅

Spacing

Before: [   ] ⇅   Line spacing: At:
After: [   ] ⇅   [   ] ⌄   [   ] ⇅

☐ Don't add space between paragraphs of the same style
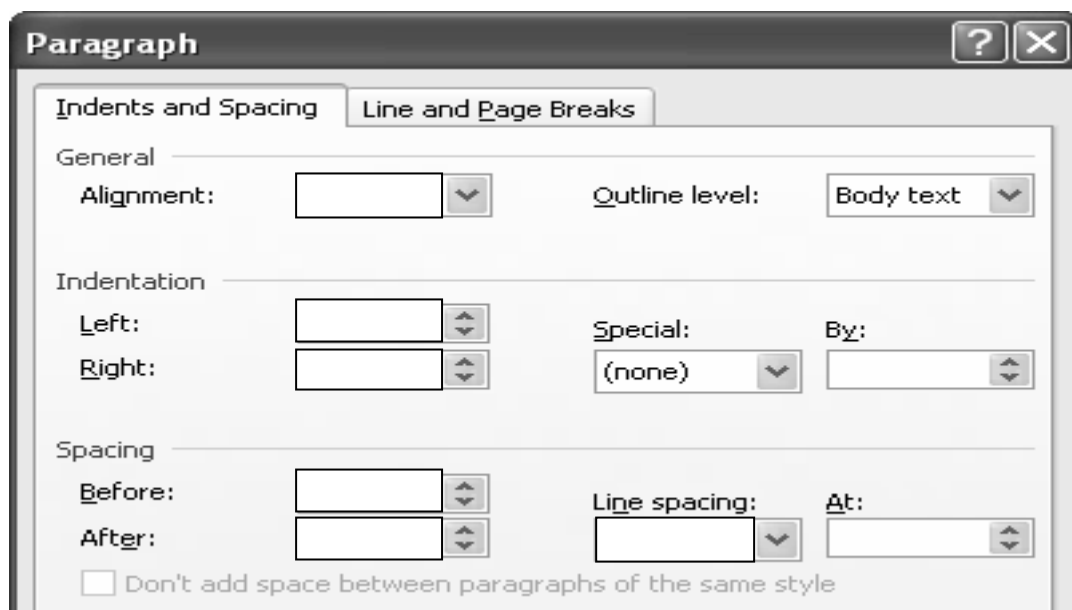
e) Describe, in three steps, how you would format the second paragraph starting "Sharks are common …" to double line spacing.

_____

_____ 3

f) The following buttons are found in the Header and Footer toolbar. Match the tool button with its label by writing its number in front of its label as shown:

i.	[#]	1		5	Insert Number of Pages
ii.	[clock]	2			Switch between Header/Footer
iii.	[icon]	3			Insert Date
iv.	[icon]	4			Insert Time
v.	[icon]	5			Insert Page Number

1
1
1
1

6 Petra uses a spreadsheet to keep a record of the points given by her friends during a survey about ice-cream flavours.

	A	B	C	D
1	Ice-Cream Flavours			
2				
3	Name	Chocolate	Strawberry	Vanilla
4	John	10		7
5	Maria	5	9	8
6	Ken	7	7	7
7	Paul		9	
8	Sherode	6	8	10
9				
10	Minimum Points	5	7	
11	Maximum Points	10		
12	Average Points	7	8.25	8
13	How many tasted it?	4		

a) **On the above picture**, write the value **8** in cell **D7.**   1

b) **On the above picture**, fill in the **values** that should appear in **D10, D11 and D13.**   3

c) Look at the above picture and complete the following:

i.   The ice-cream flavour that is given **minimum** points is _____.   1

ii.   The value in _____ is shown correct to 2 decimal places.   1

iii.   The formula in cell **B11** is   _____.   2

iv.   The formula in cell **D12** is   _____.   2

v.   The formula in **B13** to count how many people tasted the chocolate flavoured

ice-cream is _____.   2

d) **Petra uses the Standard and Formatting Toolbars to work quicker.**

1   2   3   4   5   6

7   8   9   10 11   12 13 14 15   16
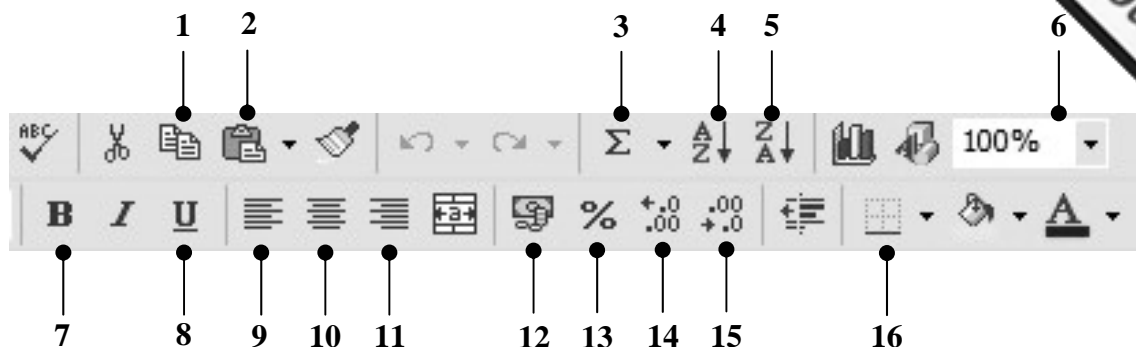
Write the number of the tool button that Petra has to use if she wants to:

		Tool	
i.	**Zoom** the display to 75%.		1
ii.	**Centre** a label in a cell.		1
iii.	Decrease the number of decimal places which appear in a cell.		1
iv.	**Copy** the contents of a cell.		1
v.	Add **borders** around cells.		1
vi.	Sort the data in **ascending** order.		1

7 This question is on the use of the **Internet**. Fill in the blanks with the following:

Resource	Protocol	ISP	keywords	home	engine

a) The **R** in the term **URL** stands for _____.   1

b) An account with an _____ is required to connect to the Internet.   1

c) The **P** in the term **FTP** stands for _____.   1

d) The webpage that appears when you connect to the Internet is the _____ Page.   1

e) A search _____ is used to search for websites using _____.   2

8 Answer the following by marking with a tick (✓) in the box:

a) Which one of the following icons represents a **Browser**?

☐   ☐   ☐   1

b) Which tool button takes you to the Home Page?
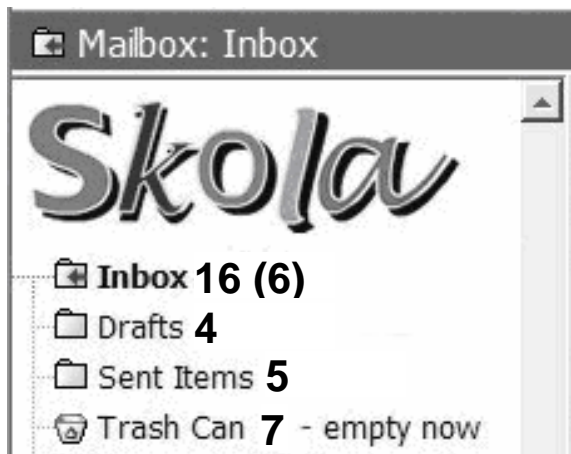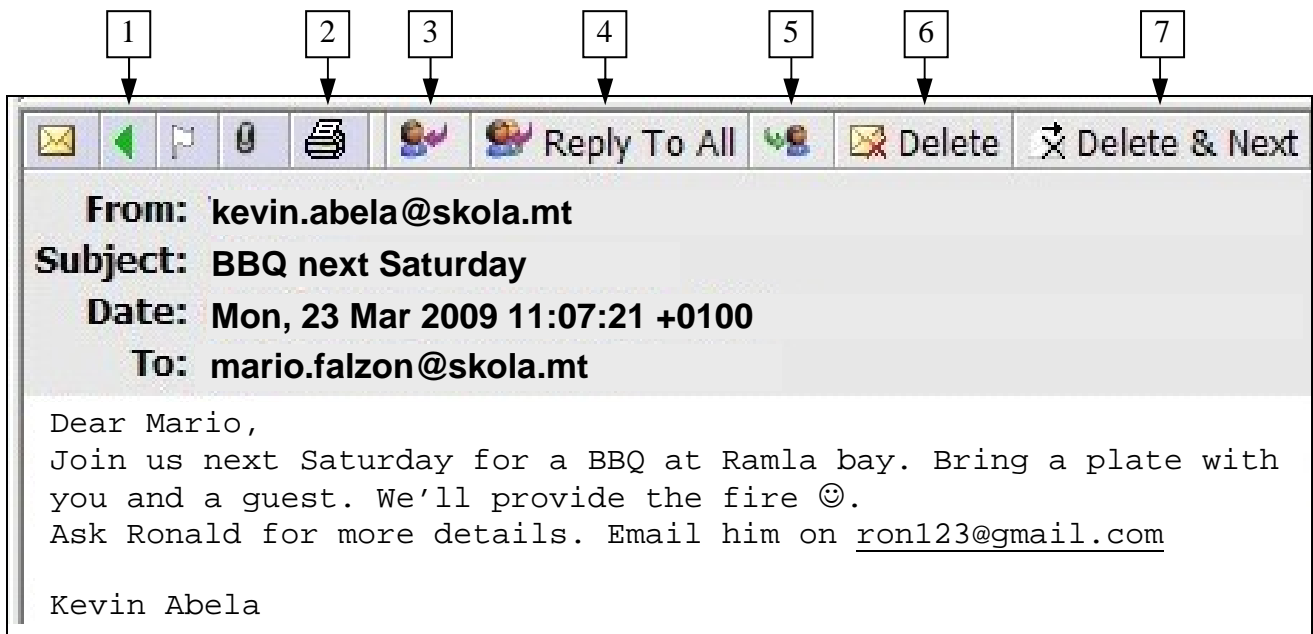
☐   ☐   ☐   1

9 a) **Kevin opened his mailbox. Look carefully at the picture below and answer the following:**

Mailbox: Inbox	

Skola

- **Inbox 16 (6)**
- Drafts **4**
- Sent Items **5**
- Trash Can **7** - empty now

i. How many emails are there in the Inbox?

ii. How many **unread** emails are there in the **Inbox**? 1

iii. How many emails has Kevin **deleted**? 1

iv. How many emails has Brian **sent**? 1

b) **Look carefully at the following picture. Some tool buttons are numbered.**

1	2	3	4	5	6	7

| ⊠ | ◀ | ⚑ | 0 | 🖨 | 👤↩ | 👥 Reply To All | 👤↪ | ✗ Delete | ✗ Delete & Next |

From: kevin.abela@skola.mt
Subject: BBQ next Saturday
Date: Mon, 23 Mar 2009 11:07:21 +0100
To: mario.falzon@skola.mt

```
Dear Mario,
Join us next Saturday for a BBQ at Ramla bay. Bring a plate with
you and a guest. We'll provide the fire ☺.
Ask Ronald for more details. Email him on ron123@gmail.com

Kevin Abela
```

Write the number of the button that Mario has to use if he wants to:

Tool

i. **Delete** the received message. 1

ii. **Send** the received message to another friend, **without changing it**. 1

iii. Obtain a hard copy of the received message. 1

iv. Read the **previous** message that is in the inbox. 1

v. **Reply** to the received email. 1

c) Write the **email address of the sender** of the email shown in the above picture. 2

d) What happens if Mario uses the reply button? Who will be the one who receives the email?

_____

_____

_____

_____

2

e) Pretend you are Mario. Fill in the picture below as if you are composing an email to ask Ron for more details about the BBQ.

Write "**BBQ next Saturday**" as the subject of your message which should read:

```
Hi Ron,
At what time are we meeting? Can I contact you
on your mobile?
See you next Saturday.

Cheers,
Mario
```

2
2
2

Composing Message   From: "Mario Falzon" <mario.falzon@skola.mt>

Send | Save | ✕ Discard | ▤ HTML ☐ | ⊘ Notify: Delivery ☐ Read ☐ | Copy ☑ | Address

From : "Mario Falzon" <mario.falzon@skola.mt>

To : _____

Cc : _____

Bcc : _____

Subject : _____

Priority : Undefined ▾