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St. Nicholas College Naxxar Boys Secondary
Half-Yearly Examinations
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Levels
5 - 8

FORM: 4

Information and Communication
Technology

TIME: 1h 30mins

Name _____ Class _____

Q1: This question is about Software.

a. Explain what is meant by the term **Software**.

(2 marks)

b. Software can be divided into **Operating System (OS)** and **Application** software. Write the following examples of software in the correct column.

| | | | |
|------------------|-------------------------|--------------------------|----------------|
| <i>Photoshop</i> | <i>Microsoft Office</i> | <i>Mac OS</i> | <i>Firefox</i> |
| <i>Linux</i> | <i>Skype</i> | <i>Microsoft Windows</i> | <i>Unix</i> |

| Operating System Software | Application Software |
|----------------------------------|-----------------------------|
| | |
| | |
| | |
| | |

(8 marks)

c. Explain what is meant by the terms Tailor-made and Off-the-Shelf software.

Tailor-made:

Off-the-shelf:

(4 marks)

Q2: This question is about Software Licences.

a. Write if the following statements are **True** or **False**

| | | |
|-----|---|--|
| 1. | Freeware is software that is available free of charge. | |
| 2. | Computer software is considered as intellectual property and it is protected by the Data Protection Act. | |
| 3. | Site licences permit organisations to make multiple copies of a software product for use on different computers within the organisation. Usually the license stipulates a maximum number of copies | |
| 4. | Shareware is copyrighted software that is distributed free of charge but requires users to make a contribution in order to receive technical help, documentation or upgrades. | |
| 5. | Open Source is a method of software distribution where a programmer creates a program and makes it available for others to use without cost, as well as modify the source code and redistribute the modifications to the software user/developer community. | |
| 6. | Unauthorised distribution and use of copyrighted computer programs is considered as software piracy. | |
| 7. | Shareware software is normally created by big software companies and therefore it will be expensive if someone decides to upgrade the software. | |
| 8. | Site Licenses are more expensive than buying the same amount of copies of the software. | |
| 9. | Freeware software can be modified or customised by other programmers without the need to inform the author. | |
| 10. | People suspected of software piracy can be taken to court. | |

(9 marks)

b. Underline the correct answer out of the following:

1. Which law protects and covers the rights of software creators?
 - i. Computer Misuse Act.
 - ii. Copyright.
 - iii. Data Protection Act.

2. What does the software End User License Agreement (EULA) indicate?
 - i. The way to install/uninstall the software.
 - ii. The new features of the software.
 - iii. The usage terms of the software.

(4 marks)

Q3: This question is about Networks.

a. Write the following terms in full:

| | |
|-------------|--|
| LAN | |
| WLAN | |
| WAN | |

(6 marks)

b. Write 3 Advantages of Networks:

1. _____
2. _____
3. _____

(6 marks)

Q4: This question is about Internet Connections.

a. Fill in the blanks with the words below:

| | | | | |
|------------------|------------------|-------------------|------------------|------------------|
| <i>broadband</i> | <i>firewalls</i> | <i>phone line</i> | <i>always-on</i> | <i>internet</i> |
| <i>hacker</i> | <i>wireless</i> | <i>fast</i> | <i>permanent</i> | <i>flat-rate</i> |

Broadband connection is a connection that enables _____ data transfer rates between computers connected to _____. A broadband connection is a _____ 'always-on' connection to Internet. Being an _____ connection makes computers more prone to intruder or _____ attacks. _____ are installed to prevent such attacks. Typically a user pays a _____

_____ monthly fee when subscribing to a
_____ connection.

Broadband connections are available through a _____ (ADSL),
a mobile phone, cable, satellite and _____ networks.

(10 marks)

b. Explain the terms **Downloading** and **Uploading**.

Downloading:

Uploading:

(4 marks)

Q5: This question is about Spreadsheets.

a. Put **IN ORDER**, the following steps required to **save** a spreadsheet as **another file type** by numbering them accordingly.

| | |
|--|---|
| | Click on Save As. |
| | Click on Save. |
| | Click on File. |
| | Choose the file type that you want to save your spreadsheet as. |

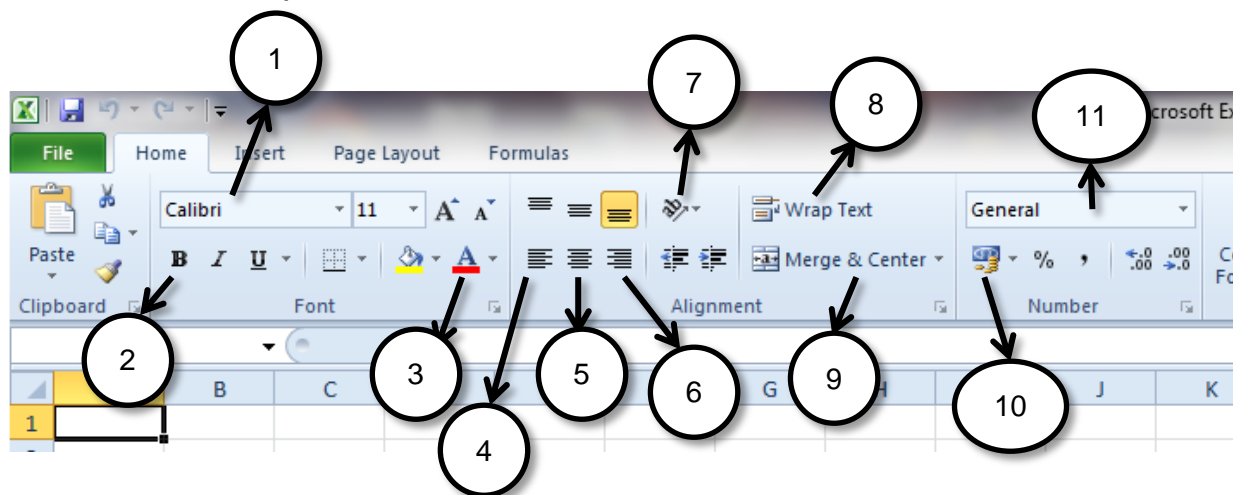
(2 marks)

b. A spreadsheet file is saved as .xlsx unless we choose to save it as a different file type. **TICK** ✓ which of the following **FILE TYPES** you can also **SAVE** a spreadsheet as.

| | |
|--|-----------------------|
| | .docx (Word document) |
| | .htm (Web page) |
| | .xls (Excel 97-2003) |
| | .pdf |
| | .jpg (jpeg image) |

(3 marks)

c. **WHICH** of the icons numbered below, would you use to carry out the tasks in the list below? Write the correct NUMBER in the following table. *The first one has been done for you.*



| | |
|---|----------------------------------|
| 1 | Change the font style. |
| | Merge cell title and centre |
| | Change title to Bold |
| | Format cells to display date |
| | Format cells to display currency |
| | Apply text wrapping |
| | Align cell content to the left |
| | Align cell content to the right |
| | Align cell content to the center |
| | Adjust cell content orientation |
| | Change text colour |

(5 marks)

d. Put **IN ORDER**, the following steps that are used to create a **HEADER** or **FOOTER** in Excel.

| | |
|--|--|
| | From the View tab, click on Normal to return to standard view. |
| | Click on Header & Footer. |
| | Click on Go to Footer. |
| | Click on the Insert tab. |
| | Type or insert the footer you want. |
| | Type or insert the header you want. |

(3 marks)

Q6: This question is about cell references.

- a. **TICK** ✓ in the appropriate box to show whether each of the following cell references are **RELATIVE** or **ABSOLUTE**.

| | | Relative Cell Reference | Absolute Cell Reference |
|-------|---------|--------------------------------|--------------------------------|
| i. | A2 | | |
| ii. | \$A\$2 | | |
| iii. | \$A2 | | |
| iv. | A\$2 | | |
| v. | B5 | | |
| vi. | C8 | | |
| vii. | \$G13 | | |
| viii. | \$H\$15 | | |
| ix. | A5*B6 | | |
| x. | C2+A2 | | |

(5 marks)

- b. What is the **DIFFERENCE** between RELATIVE and ABSOLUTE cell referencing?

Relative cell referencing: _____

Absolute cell referencing: _____

(2 marks)

Q7: This question is about formulas.

- a. What is the DIFFERENCE between **COUNT** and **SUM**?

COUNT: _____

SUM: _____

(2 marks)

- b. The following spreadsheet shows three numbers in cells A9, A10 and A11. Each of these numbers was calculated using COUNT, COUNTA or COUNTBLANK. LABEL each cell to show which of these were used.

| | A | |
|----|---|--|
| 1 | B | |
| 2 | B | |
| 3 | 2 | |
| 4 | 2 | |
| 5 | 2 | |
| 6 | B | |
| 7 | | |
| 8 | A | |
| 9 | 3 | |
| 10 | 8 | |
| 11 | 1 | |
| 12 | | |

(3 marks)

- c. Use the IF function to work out the following:

- i. If, in cell **A5**, you input a speed that is **greater than 80** display the message **slow down** otherwise display **a blank message**.

=IF(_____, _____, _____)

(2 marks)

- ii. If, in cell **B2**, you input a number that is **greater than 0** display the message **positive number** otherwise display **negative number**.

(3 marks)

- d. MATCH the comparison operators below with their function:

| | | | |
|------|----|--|--------------------------|
| i. | = | | Greater than |
| ii. | <> | | Less than |
| iii. | < | | Less than or equal to |
| iv. | > | | Equal to |
| v. | <= | | Greater than or equal to |
| vi. | >= | | Not equal to |

(3 marks)

Q6: This question is about CHARTS in Spreadsheets.

a. Label the following icons showing different chart types using the labels provided.

Line *Doughnut* *Bubble* *Bar* *Surface*
Area *Column* *Scatter* *Stock* *Pie*



| | | | | |
|--|--|--|--|--|
| | | | | |
|--|--|--|--|--|

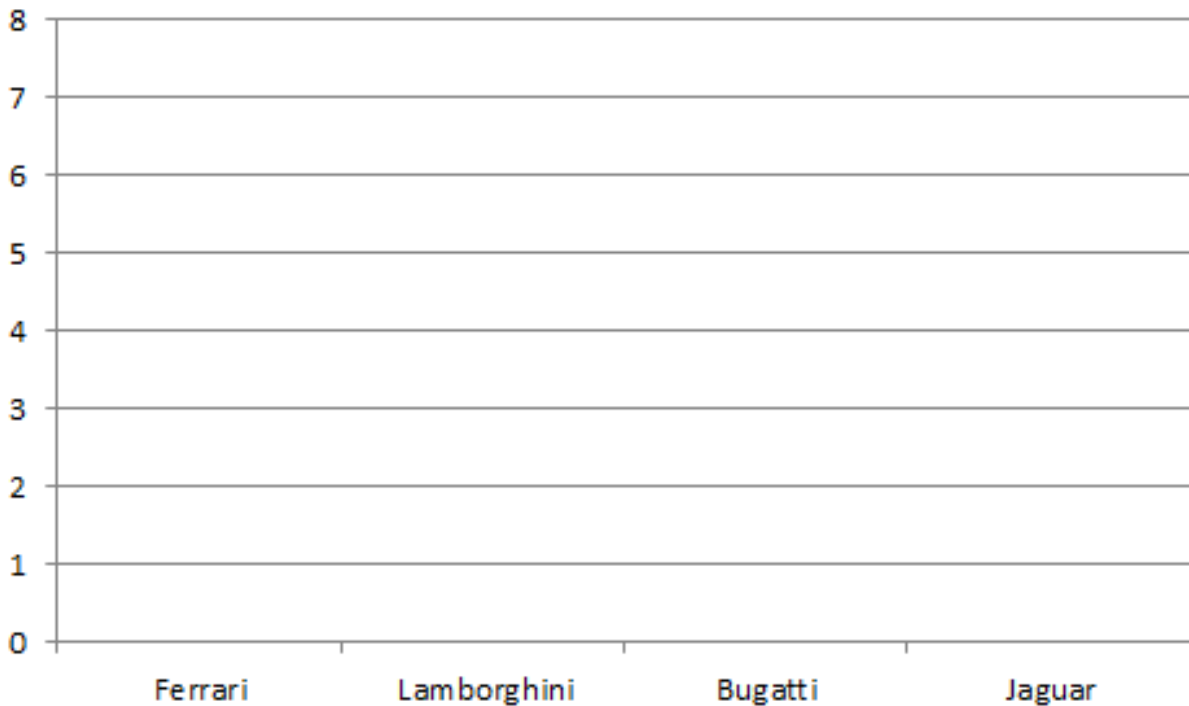


| | | | | |
|--|--|--|--|--|
| | | | | |
|--|--|--|--|--|

(5 marks)

b. Draw a bar chart to represent the following data:

| | | | |
|---------|-------------|---------|--------|
| Ferrari | Lamborghini | Bugatti | Jaguar |
| 5 | 7 | 6 | 3 |



(5 marks)

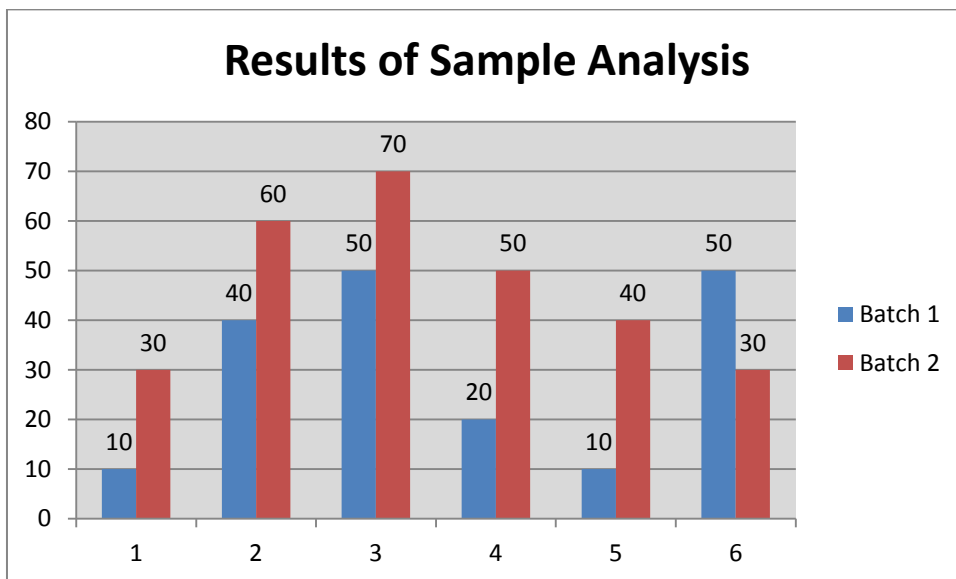
c. Label the following chart with the following:

Chart title

Data labels

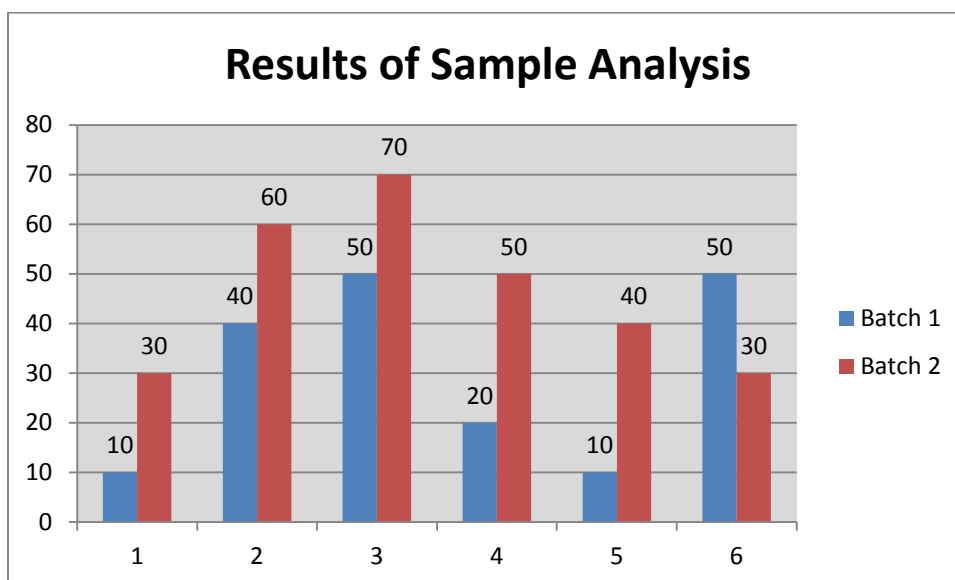
Background Colour

Chart legend



(2 marks)

d. On the chart below, LABEL where to click to change the chart type, edit chart title, change chart background colour, add data labels to a chart.



(2 marks)

END OF PAPER