



**Kullegġ San Nikola Skola Sekondarja tan-Naxxar**  
**St. Nicholas College Secondary School Naxxar**  
**Half-Yearly Examinations**  
**February 2016**

LEVELS

5,6,7,8

FORM 4

ICT

TIME: 1hr 30mins

Name \_\_\_\_\_

Class \_\_\_\_\_

**1. Underline the correct answer**

1. Hardware refers to:
  - a. Physical components that you can see and touch
  - b. Programs stored on the computer
  - c. Drivers
  - d. The Operating System
2. Linux, Windows Vista and Windows 7 are examples of:
  - a. Application software
  - b. Freeware
  - c. Operating System software
  - d. Hardware
3. Operating system software is used for:
  - a. Performing mail merge procedure
  - b. Creating presentations
  - c. Managing files and folders
  - d. Creating posters
4. Which one of the following is not application software?
  - a. Word processing software
  - b. Database software
  - c. Presentation software
  - d. Windows XP software

5. You should back up data to a removable storage device:
  - a. To protect loss of data in case of fire or theft
  - b. To prevent access to sensitive data
  - c. To reduce the risk of viruses
  - d. Because you can fit more data onto a removable storage device
  
6. A licence is required before you can install:
  - a. Storage Devices
  - b. Hardware
  - c. Software
  - d. Freeware
  
7. What is good password policy?
  - a. Changing passwords regularly
  - b. Always write down password on a book
  - c. Never change your password
  - d. Only use up to 4 characters in a password
  
8. Shareware is:
  - a. Free for a limited period before it needs to be purchased
  - b. Free software with unlimited use
  - c. Software that needs to be purchased before use
  - d. Free software that can be shared on the Internet
  
9. The computers in your local office building are connected together so staff in the building can share files and printers. What is this arrangement of computers called?
  - a. LAN
  - b. ISDN
  - c. WAN
  - d. FTP

10. Which one of the following best describes an extranet?

- a. A worldwide network of servers that store a collection of linked hypertext documents.
- b. An extension to a network operating system used to monitor and control the flow of data.
- c. An extension of an intranet using Internet technologies to facilitate communication with specified users outside the intranet.
- d. An external network filing system for backing up large data files.

11. EULA stands for:

- a. End User Licence Administrator.
- b. End User Licence Agreement
- c. End Universal Licence Agreement
- d. End User Legal Access

12. Ideally backups should be kept:

- a. In an off-site location
- b. In the manager's office
- c. On the computer desk
- d. Locked near the computer

[12]

**2. Mention a suitable application program used for the below situations.**

a. Preparing documents such as letters and reports:

\_\_\_\_\_ [1]

b. Analysing and summarise numerical data:

\_\_\_\_\_ [1]

c. Organising and managing large quantities of data:

\_\_\_\_\_ [1]

d. Organising text and numerical data to be displayed to a group of people:

[1]

### 3. Answer the following questions about networks

a. What is a network?

[2]

b. Mention two (2) **advantages** of having computers connected in a network.

*Advantage 1:*

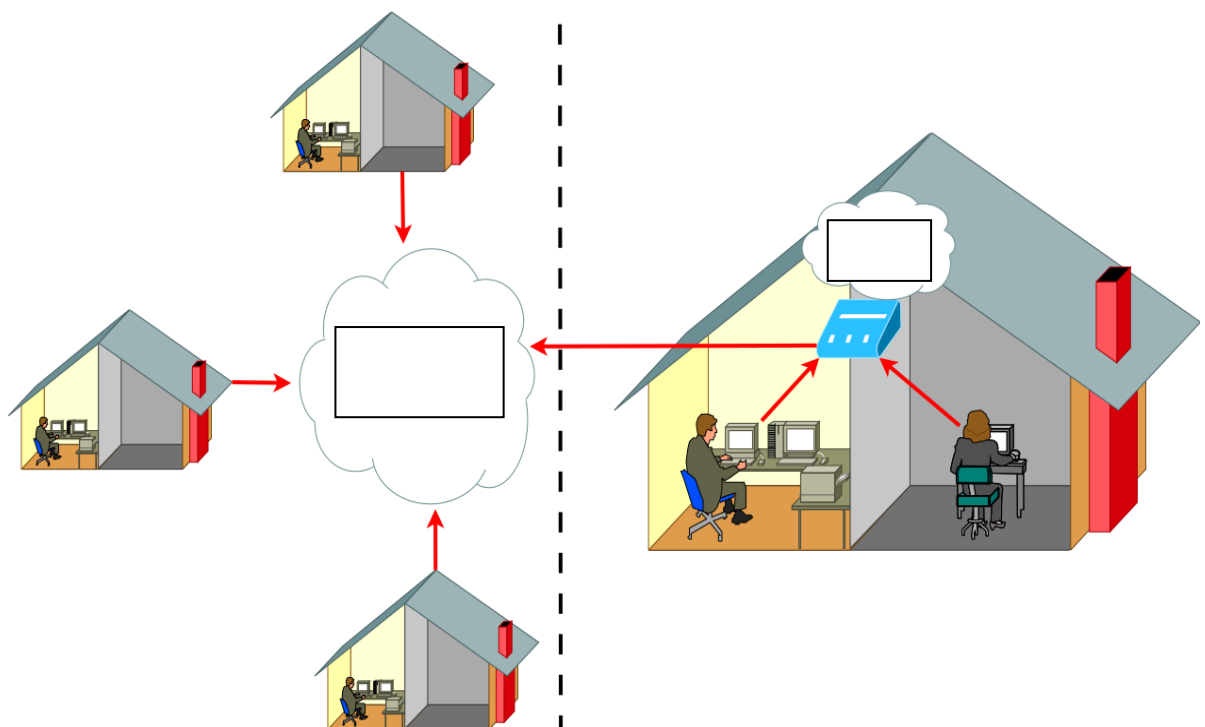
[2]

*Advantage 2:*

[2]

c. In the missing spaces below, write down the name of the appropriate type of network that is appropriate for the below scenario.

[2]



d. What do the following acronyms stand for and what is their use?

WWW:

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---

[2]

FTP:

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[2]

bps:

---

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[2]

**4. Downloading and Uploading are two actions that are frequently carried out when using the Internet or a network. State if the following actions are examples of a download or an upload:**

- a. Viewing a webpage on your Internet browser \_\_\_\_\_
- b. Updating your website on a web-server \_\_\_\_\_
- c. Saving a document from a website onto your computer \_\_\_\_\_
- d. Receiving an email \_\_\_\_\_
- e. Viewing a movie trailer on the internet \_\_\_\_\_
- f. Sending an email with an attachment \_\_\_\_\_

[6]

- e. **Match** the different types of Internet connections by writing down the appropriate number with their appropriate definition.

<b>1</b>	Dialup Connection	Is a connection that uses radio transmitters and receivers to link computers.
<b>2</b>	ADSL Broadband Connection	Is an Internet connection that requires the installation of a special satellite dish.
<b>3</b>	Cable Broadband Connection	The computer uses a special device called a modem that dials a telephone number and connects to an Internet Service Provider (ISP).
<b>4</b>	Wireless Broadband Connection	This connection uses a modem and the cabling infrastructure used for cable TV to connect a computer to Internet.
<b>5</b>	Satellite Broadband	A user can use the same phone line to connect to Internet. These types of connections are faster compared to dial-up connections.

[5]

6. Fill in the blanks by selecting the appropriate word from the table below.

<b><i>Cable</i></b>	<b><i>Peripheral</i></b>	<b><i>Internet</i></b>	<b><i>Password</i></b>	<b><i>Webserver</i></b>	<b><i>MailServer</i></b>
<b><i>Firewall</i></b>	<b><i>Workstation</i></b>	<b><i>Username</i></b>	<b><i>Fileserver</i></b>	<b><i>Printserver</i></b>	<b><i>Server</i></b>

1. This keeps your user area secure. \_\_\_\_\_.
2. Another name for a computer on a network. \_\_\_\_\_.
3. This usually connects a LAN together. \_\_\_\_\_.
4. The software that keeps the network safe from hackers and viruses.  
\_\_\_\_\_.
5. The machine that stores your data and files. \_\_\_\_\_.
6. This tells the server who you are and which files to present to you.  
\_\_\_\_\_.
7. Hardware that can be connected to a network and shared.  
\_\_\_\_\_.
8. The largest type of WAN. \_\_\_\_\_.
9. Controls one or more printers and stores the print-image output from all computers on the system. \_\_\_\_\_.
10. Contain Web pages that can be viewed using a browser.  
\_\_\_\_\_.
11. Manage e-mail. \_\_\_\_\_.
12. A client is a computer that requests data from another powerful computer known as  
\_\_\_\_\_.

7. Write **True** or **False** next to the following questions:

We must leave our system unit devices switched when these are not in use.	
Sleep mode is a power-saving state that allows a computer to quickly resume full-power operation when you want to start working again.	
Minimise paper printing will result in reducing the waste of a lot of paper.	
This is considered as a strong password: xfuHT432f.	
CRT monitors are LCD type flat screen monitor with LED backlighting.	

[5]

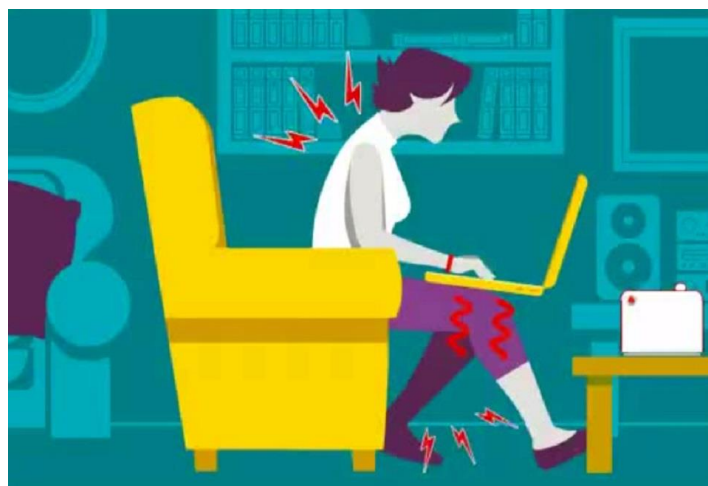
8. **Persons with special needs make use of specific hardware and software to help them work on a computer. Such hardware and software is often referred to as assistive technology.**

- a. Mark with a ✓ (tick) those **THREE** technologies that are ideal for visually impaired persons (persons who have problems with their eyesight).

Assistive Technology	For Visually Impaired
Screen magnifier	
On-Screen keyboard	
Screen reader	
Voice recognition software	

[3]

- b. Look at the below diagram, **mark with a cross (X) three (3) parts** of the body which causes RSI.



[3]



c. Mention two causes of Repetitive strain injury? [2]

i. \_\_\_\_\_

ii. \_\_\_\_\_

### This question is about Spreadsheets

9. Study the screenshot below and then answer the questions that follow.

a. Label the sections of the spreadsheet with these words.

**Label, Formula, Cell, Column, Variable, Row**

I

The screenshot shows an Excel spreadsheet with the following data:

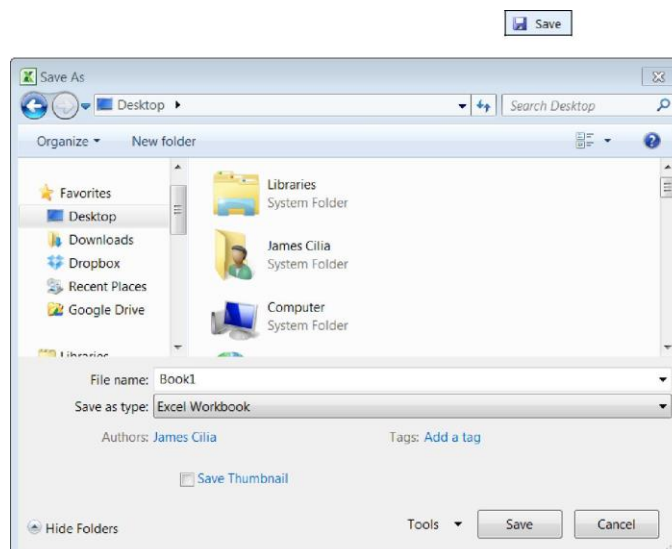
	A	B	C	D	E
1	Items	Quantity	Price	Cost	
2	Pens	6	£0.30	=B2*C2	
3	Pencils	3	£1.00		
4	Ruler	4	£1.20		
5	Eraser	8	£0.50		
6	Sharpener	2	£0.45		

Labels and their corresponding parts in the spreadsheet:

- Label**: Points to the header row (Row 1).
- Formula**: Points to the formula bar showing `=B2*C2`.
- Cell**: Points to the cell containing the value 6 in Row 2, Column B.
- Column**: Points to the column header 'Quantity' in Row 1, Column B.
- Variable**: Points to the cell containing the value 2 in Row 6, Column B.
- Row**: Points to the row header '6' in Row 6, Column A.

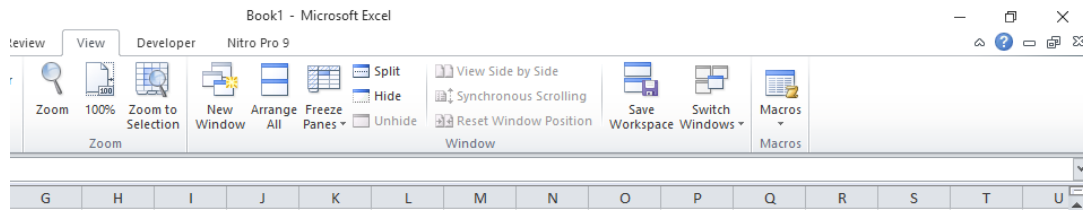
[6]

10. **Mark with a circle**, where the user has to click to save the spreadsheet with a different file type.



[1]

11. Draw a circle around the icon, which the user has to click to switch windows between open workbooks.

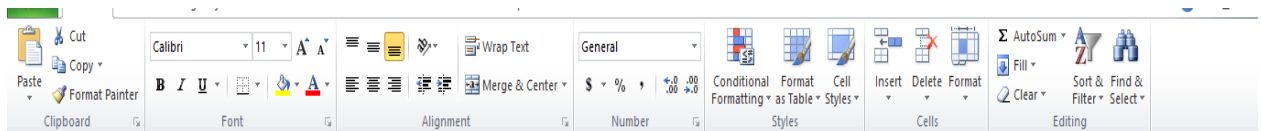


12. What is the purpose of this icon?



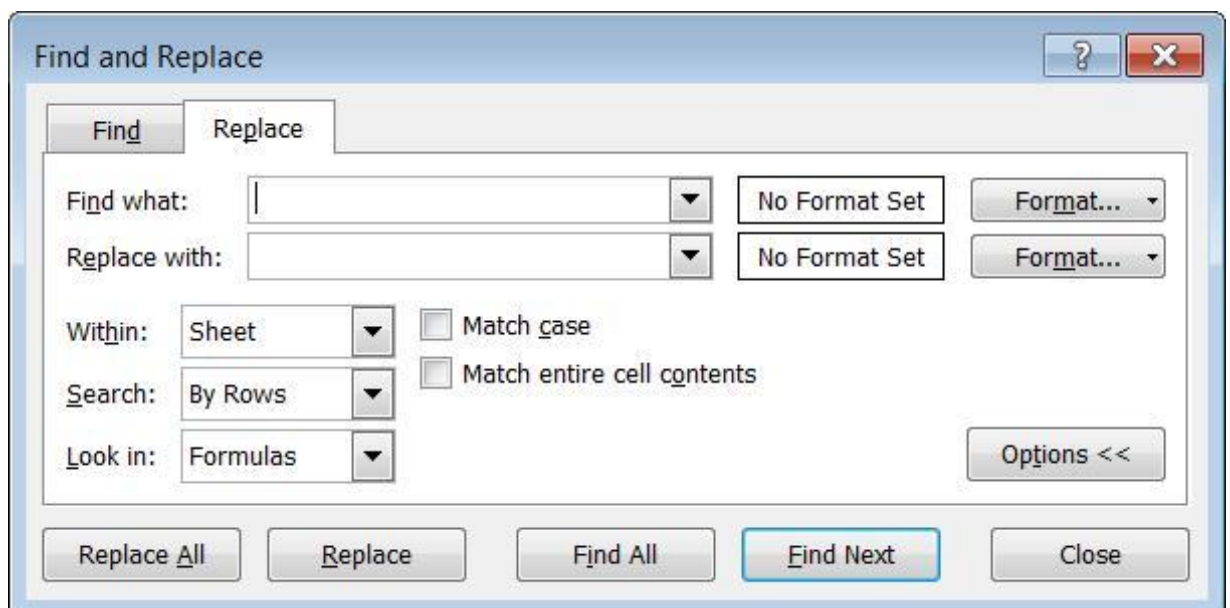
[2]

13. a. Draw a circle with the icon which is used to search for a particular word.



[1]

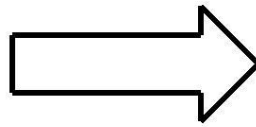
- b. David wants to search for the word **car** from a document and change it to the word **motor**. On the below diagram, **write** down the procedure of doing the mentioned requirements.



[2]

14. Look at the following tables:

	A	B
1	<b>Name</b>	<b>Sales</b>
2	Callus Peter	25
3	Zammit Philip	22
4	Abela Paul	28



	A	B
1	<b>Name</b>	<b>Sales</b>
2	Abela Paul	28
3	Callus Peter	25
4	Zammit Philip	22

a. What is the difference between the two tables above?

\_\_\_\_\_ [2]

15. Mr Tabone is a Maths teacher. The picture below shows part of the spreadsheet program he is using to keep the marks obtained by the students she teaches:

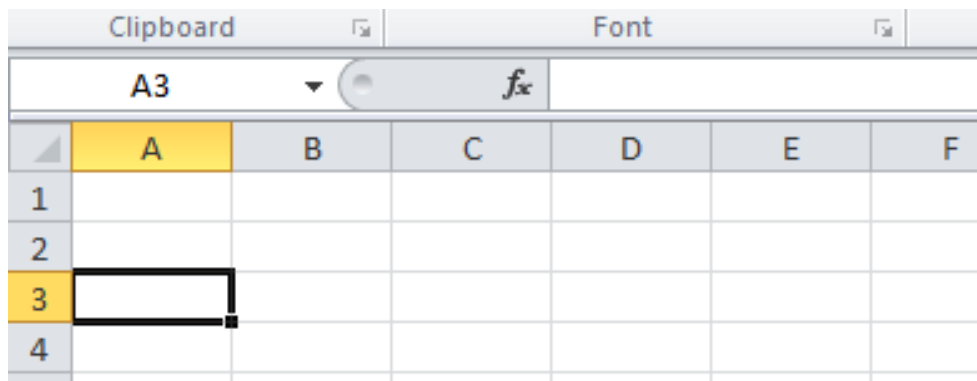
	A	B	C	D	E	F
1	<b>Name</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>Total</b>	<b>Pass/Fail</b>
2	Abela Diane	85	80	78	243	Pass
3	Attard Pauline	75	68	74		
4	Borg Ann	55	60	62		
5	Casha Kathia	82	75	68		
6	Delia Kirsty	90	92	85		
7	Galea Yanika	59	65	72		
8	Micallef Maria	Abs	73	80		
9	Scerri Nicole	80	72	70		
10	Vassallo Kim	65	68	60		
11	Zammit Emma	70	73	66		
12	<b>Highest Mark</b>	<b>90</b>				
13	<b>Lowest Mark</b>	<b>55</b>				
14	<b>Average Mark</b>	<b>73.44</b>				
15	<b>Students Present</b>	<b>9</b>				

a. On the above diagram, use this symbol  $\otimes$ , to show from where the teacher should drag the mouse pointer to obtain the Total mark of each student.

b. What's the name of the feature mentioned in question a? \_\_\_\_\_

[2]

16. Column widths can be changed to allow enough space for the data to fit in the cells of the column. Mark ⊗, to show where the user should position the mouse.



[1]

17. Use the following words to fill in the blanks:

**Freeze Panes**

**Freeze Top Row**

**Freeze First Column**

Keep rows and columns visible while the rest of the worksheet scrolls.	
Keep the top row visible while scrolling through the rest of the worksheet.	
Keep the first column visible while scrolling through the rest of the worksheet.	

[3]

18. Write down the names of the following icons:



[3]

19. In the diagram below, a spreadsheet has been created to show the student's grade.

	A	B	C	D	E
1	<b>Student Grades</b>				
2	Name	Test1	Test2	Average	
3	Ahmad	45	55		
4	Suleiman	65	80		
5	Bader	75	40		
6	Yasmeen	45	55		
7	Average				
8					
9					

a. Write down the cell reference of a cell that contains a text label.

\_\_\_\_\_ [1]

b. Suggest a formula that would be written in cell D3

\_\_\_\_\_ [1]

c. Describe how you would change the spreadsheet when adding the results of further tests to it.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ [3]

d. Suggest a formula that would be written in cell D5.

\_\_\_\_\_ [1]

e. One student, Suleiman, is to be moved to another set. Describe how you would remove his details from the spreadsheet and any other changes you would make to the sheet.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ [4]

-----**END OF PAPER**-----