FREE VIRTUAL MOCK EXAMINATION (5)
MAY 2020
INFORMATION AND
COMMUNICATION TEHCNOLOGY
ESSAY and OBJECTIVE
2 hours

2&1

Name: ....

Index Number...

GB ASSESSMENT TEST (GBAT)

FREE VIRTUAL MOCK EXAMINATION (5)

[60 marks]

All answers must be provided on clean sheet of papers (Answer booklet).

Write your name and index number on the sheets.

This booklet consists of two papers. Paper 2 is in two sections; I and II. Answer four questions only; Question 1 in part I and three questions from part II. Paper 2 will last for 1 hour 15 minutes.

Answer Paper 1 on your Objective Test answer sheet.

Credit will be given for clarity of expression and orderly presentation of materials.

DESIST FROM REFERING TO BOOKS BEFORE PROVIDING ANSWERS

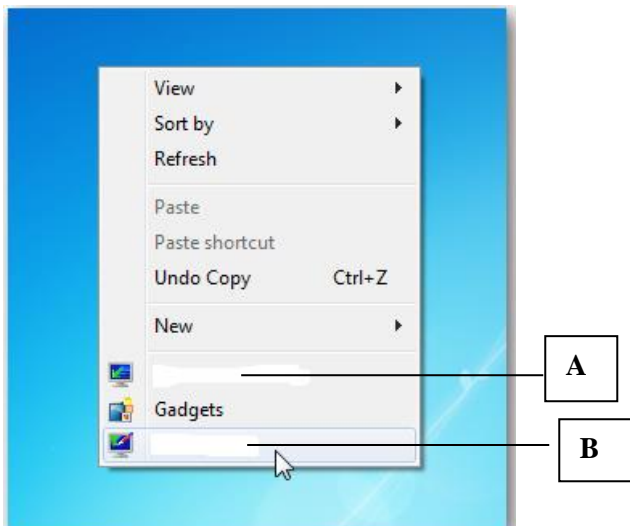*COVID-19. STAY HOME. STAY EDUCATED.*

PRACTICAL SKILLS [24 marks]
PART 1
*Answer **all** Questions in this part*

1. (a) Study the image below carefully and use it to answer the following questions:

i. What action will activate the image above? [1 mark]

…………………………………………………………………………………………..……………………

ii. Identify the parts labelled A and B. [2 marks]

A - ………………………………………………………………………………………………………

B - ……………………………………………………………………………………………………….

iii. Outline the process involved in applying the part labelled **A** on the computer desktop. [5 marks]

……

……

……

……

……

(b) Classify the following items under the headings in the table below: [8 marks]

Books, Drone, Adidas, Amazon, Printer, Songs, Film, Mobile phone, Coca-Cola, Google, Bluetooth, News bulleting, Derivative works, Telephone, Nike, McDonald's.

Copyright	Patent	Trademark

(c) Use the interface below to answer the following questions.

i. Identify the email service provider. [3 marks]

……………………………………………………………………………………………………

ii. Identify the parts labelled I – V. [2.5 marks]

……………………………………………………………………………………………………
……………………………………………………………………………………………………
……………………………………………………………………………………………………
……………………………………………………………………………………………………

iii. What activity is illustrated in the interface above? [1.5 marks]

……………………………………………………………………………………………………

iv. What is the purpose of the interface above? [1 mark]

……………………………………………………………………………………………………

PART II
*Answer **three** questions **only** from this section. All questions carry equal marks*

2. (a) i. Define Information-processing cycle. [1 mark]

……
……

ii. List **two (2)** importance of information. [2 marks]

……
……
……

(b) Pick the following with their correct explanations from I – V.

[Green, Thesaurus, Go to, Blue, Red]

I. Colour wavy lines when there are spacing errors in a document. [1 mark]

……

II. Colour wavy lines when there are spelling errors in a document. [1 mark]

……..

III. Colour wavy lines when there are grammatical errors in a document. [1 mark]

……

IV. Command used to improve vocabulary. [1 mark]

……

V. Command used to move to a specific page number, section, line, table and so on in a word document. [1 mark]

……

(c) i. Define file management. [2 marks]

……
……

ii. State **four (4)** characters that cannot be used for filename. [2 marks]

……
……

3. (a) Explain the following:

i. Disk clean up [2 marks]

……
……
……

ii. Defragmentation [2 marks]

……
……
……

(b) i. What is Patent? [2 marks]

……
……
……

ii. State **two (2)** ethics you should observe as a computer user. [2 marks]

……
……

(c) i. Explain attachment as used in e-mail. [2 marks]

……
……
……

ii. List **three (3)** main files you can attach to an email. [2 marks]

……
……
……

4. (a) Ali and his family have three computers in their home. He wants to connect the computers to a network which will have access to the internet.

i. Give **two (2)** advantages of Ali's intention. [2 marks]

……

……

ii. Give **two (2)** disadvantages of Ali's intention. [2 marks]

……

……

(b) Outline the steps you will use to draw in paint application. [4 marks]

……

……

……

……

……

(c) i. State **two (2)** uses of ICT for social purposes. [2 marks]

……

……

ii. Give **two (2)** ways schools can safeguard their ICT tools. [2 marks]

……

……

5. (a) Complete each sentence below using one item from the list. [4 marks]
   [Bluetooth, An internet, A router, A WAN, A WLAN]

i..........................is a network connecting several LANs

ii..........................is a network with very little cabling

iii..........................can allow networked computers to connect to the internet

iv..........................is used to connect two mobile devices to each other.

(b) List **three (3)** things to consider when composing an email message. [3 marks]

……

……

……

(c) i. What is a personal computer? [2 marks]

……

……

ii. Briefly explain the following types of mice. [3 marks]

(α) Mechanical mouse - …………………………………………………………………………………………..

……

(β) Optical mouse - …………………………………………………………………………………………

……

(γ) Wireless mouse - …………………………………………………………………………………………..

……

*Answer **all** the questions.*
*Each question is followed by **four** options lettered A to D. Find the correct option for each question and shade **in pencil** on your answer sheet the space which bears the same letter as the option you have chosen. Give only **one** answer to each question.*

1. ………………… is the most widely used communication device
   A. Internet
   B. Modem
   C. Mobile phone
   D. Computer

2. When the operating system is loaded into the memory of personal computer, it is known as
   A. restarting
   B. switching
   C. booting
   D. browsing

3. Converting a document from soft copy to hard copy is done by
   A. scanning
   B. copying
   C. printing
   D. downloading

4. Left clicking an empty space on the desktop will
   A. select an icon
   B. do nothing
   C. activate a menu
   D. open an application

5. Files deleted from a flash drive
   A. are kept in the recycle bin
   B. are erased permanently
   C. can be restored from the trash bin
   D. can be resaved later

6. The arrow keys are examples of
   A. typing keys
   B. number keys
   C. manipulative keys
   D. navigation keys

7. PowerPoint presentation is most suitable for
   A. teachers
   B. artists
   C. engineers
   D. secretaries

8. Which of the following is not an output device?
   A. Printer
   B. USB keyboard
   C. LCD Monitor
   D. LED Projector

9. An example of document formatting tool is
   A. print
   B. insert
   C. delete
   D. underline.

10. Pressing the Window key
    A. opens and closes the Start Menu.
    B. starts and shut down the computer.
    C. helps to restart the computer.
    D. helps to refresh the computer.

11. The Caps Lock is a
    A. shift key.
    B. navigation key.
    C. toggle key.
    D. function key.

12. An example of an editing tool is
    A. Bold.
    B. Underline.
    C. Italic.
    D. Cut.

13. The icon 'My Computer' on the desktop
    A. stores deleted items from the computer.
    B. displays the resources available in the computer.
    C. is a web browser used to access the internet.
    D. is clicked to display the start menu.

14. Files, folders and other items are usually stored in
    A. My computer.
    B. the Recycle Bin.
    C. My Documents.
    D. the start button

15. On a standard keyboard, the ASDF keys are on the
    A.   left reach.
    B.   right reach.
    C.   bottom reach.
    D.   top reach.

16. If you want to type in all caps on a phone or tablet, double-tap the key that looks like
    A.   an up arrow
    B.   a down arrow
    C.   a double arrow
    D.   a cross

17. Holding down the shift key while pressing right arrow key highlights
    A.   a whole text at a time.
    B.   a text one word at a time.
    C.   a text one character at a time.
    D.   a text one paragraph at a time.

18. One of the following will indicate how text and pages in word processing will appear in a web page.
    A.   Outline View
    B.   Normal View
    C.   Web Layout view
    D.   Print Layout view

19. Which of the following is not true about PS/2 ports?
    A.   They are the same as USB ports.
    B.   They are used for some keyboard connectors.
    C.   They are used for some mouse connectors.
    D.   They are called Personal System 2 ports.

20. Where can Word and Excel programs be fetched from?
    A.   Accessories
    B.   Microsoft Office
    C.   Games
    D.   Windows updates

21. The part of the mouse used to select text in word document is the
    A.   mouse ball.
    B.   secondary button.
    C.   scroll wheel.
    D.   primary button.

22. Which of the following statement is not true about an existing document?
    A.   No changes can be made in the content.
    B.   It can be edited and resaved.
    C.   It can be stored in a variety of formats.
    D.   Password can be place on the document.

23. Typing keys on a standard computer keyboard are also known as
    A.   Alpha-beta keys
    B.   Alphanumeric keys
    C.   Numeric keys
    D.   Manipulative keys

24. The appropriate command button to open blank document from word application window is
    A.   Open
    B.   New
    C.   Save
    D.   Zoom

25. One of these mouse actions opens a context menu.
    A.   Right-clicking
    B.   Double clicking
    C.   Dragging
    D.   Triple clicking

26. Which keyboard symbol is used as an alternative to the space bar key when space is not allowed in a text?
    A.   Full stop
    B.   Underscore
    C.   Control
    D.   Enter

27. An internal storage memory whose data can be read but cannot normally be changed is
    A.   ALU
    B.   RAM
    C.   ROM
    D.   Drive

28. In order to change the default alignment of an existing text, the user must first

A.   use the control keys.

B.   use the shortcut buttons.

C.   select the section to be formatted.

D.   save the document using Ctrl + S.

29. The appropriate desktop feature to display installed program is
A.   icons
B.   taskbar
C.   clock
D.   start menu

30. On which of the following toolbars is the save button located?
A.   Formatting toolbars.
B.   Standard toolbars.
C.   Drawing toolbars.
D.   Status toolbar.

31. One of the following in an e-mail keeps track of all the e-mail address of your contacts.
A.   Mail tab.
B.   Address tab.
C.   Calendar tab
D.   Notepad tab.

32. Which of the following is becoming a common means of communication?
A.   Talking drum
B.   Burning flames
C.   Letter writing
D.   Electronic media

33. Which element on MS word screen appears just below the horizontal scroll toolbar?
A.   Status bar
B.   Taskbar
C.   Vertical ruler
D.   Horizontal ruler

34. An e-mail can contain all the following except
A.   text files
B.   digital photos
C.   attachment

D.   emotional files

35. Documents that are prepared and added to e-mail is referred to as
A.   attachments
B.   technology
C.   data
D.   additions

36. What does 'Center Alignment' mean?
A.   Place a document on the left side of a page
B.   Place a document at the top of a page
C.   Place a document on the right side of a page
D.   Place a document at the middle of a page

37. In pasting copied document onto a new document, which one of the following shortcut keys is used?
A.   Ctrl +P
B.   Alt + X
C.   Shift + C
D.   Ctrl + V

38. In moving a document entirely from one location to another, one must
A.   copy and paste
B.   cut and paste
C.   highlight and paste
D.   select and paste

39. The act of putting or copying information onto an optical disk is known as
A.   copying
B.   saving
C.   burning
D.   burring

40. One component of the system software is
A.   application software
B.   linux software
C.   Microsoft software
D.   operating software