

INFORMATION COMMUNICATION TECHNOLOGY (CORE)

SCHEME OF EXAMINATION

There will be two papers, Papers 1 and 2 both of which will be a composite paper to be taken at one sitting.

PAPER 1: Will consist of forty multiple-choice objective questions all of which must be answered within 45 minutes for 20 marks.

PAPER 2: Will consist of four compulsory test of practical knowledge questions, and six essay-type questions. Candidates will be required to answer the compulsory test of practical questions and any two of the other questions within 2 hours for 80 marks.

SAMPLE QUESTIONS

PAPER 1 **(OBJECTIVES)**

1. The key that erases a character to the left of the cursor has the inscription
 - A. delete.
 - B. backspace.
 - C. insert.
 - D. caps lock.
2. Which of the following is **not** a search engine?
 - A. Yahoo
 - B. Google
 - C. Excite
 - D. Netscape
3. To prepare a storage medium to accept data it must be
 - A. formatted.
 - B. edited.
 - C. excited.
 - D. browsed.
4. An example of a non-volatile memory is
 - A. flash memory.
 - B. video memory.
 - C. random access memory.

- D. read only memory.
5. Threats to computers include the following **except**
- A. water.
 - B. virus.
 - C. power fluctuation.
 - D. fluorescent light.
6. Which of the following is a function in spreadsheet?
- A. SUM
 - B. ESC
 - C. INSERT
 - D. VALUE
7. Which of the following key combinations is used to close a programme window?
- A. SHIFT + F3
 - B. ALT + F4
 - C. CTRL + F3
 - D. CTRL + ALT + DEL
8. A system of interconnected computers, telephones, or other communication devices that can communicate with one another and share application and data is referred to as
- A. a network.
 - B. an internet.
 - C. broadband.
 - D. topology.
9. Which of the following is a data type in spreadsheet?
- A. SUM
 - B. COLUMN
 - C. VALUE
 - D. ROW
10. The area on a slide that holds text that will appear in a presentation outline is
- A. text box.
 - B. bullet point.
 - C. placeholder.
 - D. title box.

PAPER 2

SECTION A
(TEST OF PRACTICAL KNOWLEDGE)

1. (a) There are three files in the folder named SHSCore on the hard disk of your computer. List the steps involved in copying these files at once onto your storage media.

(b) Outline the steps involved in the preparation of a storage medium for use by a computer system.

(c) State the procedure involved in saving a document under the filename RECORDS on a medium.

2. (a) You have four files in a given folder on your hard disk. One of these files should not be in this folder and must be relocated. Give the steps involved in this relocation exercise.

(b) Write down the steps involved in creating a table of 20 rows and 10 columns in a word processing application.

(c) Outline the procedure in merging three adjacent cells in a created table in a word processing application.

(d) List the steps involved in deleting a created table in a word processing application.

3. (a) State the procedure for shutting down the computer after use.

(b) Give the steps involved in setting the margins for a given document.

(c) You have printed a 30-page document. After reading through, mistakes were corrected on pages 10 to 12, and pages 17 and 19. List the steps involved in printing only these affected pages.

4. (a) State **four** methods of loading an application software after the computer has finished booting.

(b)

	A	B	C	D	E	F	G	H	I
1	NAME	PHY	SOC	ENG	GEO	TOT1	TOT2	AVE	MAX
2	EFE	88	58	65	60				
3	OGO	67	60	60	61				
4	EKE	75	45	88	45				

In the table given above:

- (i) TOT1: determine how you would find the total of the columns PHY, SOC, ENG, GEO using a formula for the three students.
- (ii) TOT2: determine how you would find the total of the columns PHY, SOC, ENG, GEO using a function for the three students.
- (iii) AVE: determine how you would find the average mark for the columns PHY, SOC, ENG, GEO using a formula for the three students.
- (iv) MAX: determine how you would find the highest value in each row using a known function.

SECTION B
(ESSAY)

1. (a) What is *word processing*?
 - (b) Explain why it is necessary to save documents regularly when using a word processing application program.
 - (c) Briefly describe the method through which pages 12, 15 to 20 of a document of 100 pages could be printed.
2. (a) Explain the terms:
 - (i) *spreadsheet*;
 - (ii) *template*.

(b) List **four** types of data a cell may contain in a spreadsheet application program.
3. (a) Give an example of a suitable ICT tool that can be used to
 - (i) produce 30 copies of a one-page document.
 - (ii) make a presentation to audience.
 - (iii) communicate with a friend shopping in the United States of America.
 - (iv) send a five-paged document urgently needed by a student colleague in Nigeria.

(b) State **two** differences between *open source* and *proprietary source* software.

- (c) List **two** examples of open source software.
4. (a) Explain the term *computer virus*.
- (b) State **three** steps that can be taken to reduce virus attack on computers.
 - (c) State **two** advantages of using the internet in a school setup.