

TRENDING-GHANA EXAMINATIONS CONSULTS

(INTELLIGENCE IS OUR HALLMARK)

SUBJECT: ICT

SECTION B

Answer **all** questions in this section

Q1a. Define *hardware* and *software*

- b. i) Explain the differences between a *hardware* and *software*
- ii) List **three** of the personal computer hardware components
- iii) Give **five** examples of application software and the system software

Q2a) Name **two** typing programs you know that can be used to increase typing speed

- b) i. What is the importance of the typing guidelines?
- ii. Explain the term *single clicking*
- iii. Describe the mouse

Q3a) What is the meaning of turning on of a computer?

- b) i. Outline **three** steps involved in turning a computer on
- ii. Mention the types of booting

Q4a) What is an ICT tool?

- b) i. Outline the classification of a computer
- ii) Mention **five** importance of a computer

Q5a) i. Draw and label the parts of a desktop computer

- ii. State **one** function each of any three of the parts labelled

SECTION A

1. The tools for sharing ideas are referred to as
a) components b) hardware c) technology d) software
2. The result of a processed data is termed as
a) information b) windows c) printout d) input\
3. An example of computer application software includes
a) Windows Vista b) Windows XP c) Microsoft excel d) monitor
4. Which of these cannot be found on the title bar?
a) delete b) close c) maximize d) minimize
5. A raw material that is processed into information is called?
a) data
b) Information Technology (IT)
c) raw information
d) information processing
6. Which of the following is not an icon on the desktop?
a) start menu button b) folders c) files d) programs
7. Which of the following is odd among the group?
a) programs b) clock c) files d) folders
8. Data is feed into the computer by using the
a) speaker b) printer c) keyboard d) monitor
9. Which of the following is the second stage of information processing cycle?
a) store b) output c) process d) input
10. Which of the following is sometimes referred to as the brain of the computer?
a) CPU b) system unit c) monitor d) minicomputer
11. All the following below are computer hardware except?
a) plotter b) printer c) virus d) video display unit
12. A decorative picture which is used to beautify the background of a desktop screen is called
a) a screen saver b) wallpaper c) desktop d) Windows XP
13. One difference between data and information is that
a) manufactures enter data but information is entered by a user
b) data is meaningful information is meaningless
c) information is meaningful, data is meaningful
d) data is meaningless, information is meaningful
14. Which of these desktop icons store files and programs deleted from the computer?
a) my document b) my network places c) recycle bin d) internet explorer
15. In computer, capital letters like ABC are known as.....
a) Title case b) Toggle case c) upper case d) sentence case

16. A computer device for controlling the movement of the mouse pointer is a
 a) keyboard b) screen saver c) mouse d) system unit
17. Which of the icon is best used in the absence of the delete key when typing?
 a) undo b) redo c) close d) restore
18. The name given to the horizontal group of keys found on top of the home row keys is
 a) top row keys b) function keys c) numerical keys d) Bottom row keys
19. The computer system unit that stands vertically beside the monitor is called
 a) vertical system unit b) lower case unit c) long top system unit d) Tower top system unit
20. The systematic method used by the computer to change data into information is
 a) Programs b) microprocessor c) process d) microcomputer
21. The first portable computers were called
 a) laptop b) micro laptop c) luggable d) Appleton
22. Which of the following is true about computing concepts?
 a) The capacity of a disk is measured in bits
 b) The ASCII system is not applicable in computer unit of measurement
 c) A byte is the smallest addressable unit of memory
 d) Files and programs are permanently stored on RAM
23. The results of a processed data is termed
 a) information b) Windows c) Printout d) output
24. Which of the following listed below is used at the first stage of information processing cycle?
 a) monitor b) mouse c) projector d) printer
25. Which of the following computer programs is designed to help the user perform task on the computer?
 a) user software b) people software c) Application software d) processing software
26. Presently, portable computers are called
 a) Abacus b) Small computers c) Laptops d) Luggable
27. What computers term is used to represent all the programs on the computer?
 a) Software b) System software c) application software d) operating software
28. Computer application software includes.....
 a) Windows 98 b) Mavis Beacon c) Application software d) operating software
29. Which finger of the right hand is usually used to press the left mouse button?
 a) Thumb b) Index c) Middle d) Ring
30. Which of the following is odd among the group?
 a) Monitor b) Printer c) Speaker d) Mouse