KAMONYI DISTRICT

END TERM TWO COMPREHENSIVE ASSESSMENT ACADEMIC YEAR 2023-2024

SUBJECT: ICT

LEVEL: S4 ALL EXCEPT MCE AND MPC

DURATION: 2HOURS

MARKS:30 MARKS

ICT FOR S4 marking guide EXCEPT MCE AND MPC

Q1:Define: /3marks:

ANS:

- i) Computer Maintenance: is the practice of keeping computers in a good state
- ii) Spyware: is a software code installed on a computer without user's knowledge to monitor or supervise user activities

iii)Formatting document: is the process of enhancing the appearance of a document, making it attractive or stand out from the rest.

Q2: Circle the correct answer /5marks

- i) One of the following components is Software.
 - a. Video card.
 - b. Arithmetic and logic unit (ALU).
- c. Microsoft word doc
- d. Processor.
- ii) The two main categories of Software are:
 - a. Utility software and Operating systems
 - b. Processor and Storage Capacity
- c. System Software and Application Software
- d. System software and Operating system
- iii) To listen to my music on my computer, I need to have what card:

a. **sound board** c. video

board

b. liquid crystal display

d. liquid charlie

iv) The main printed circuit board which contain socket that accepts additional board is the:

a. sound board c. video board

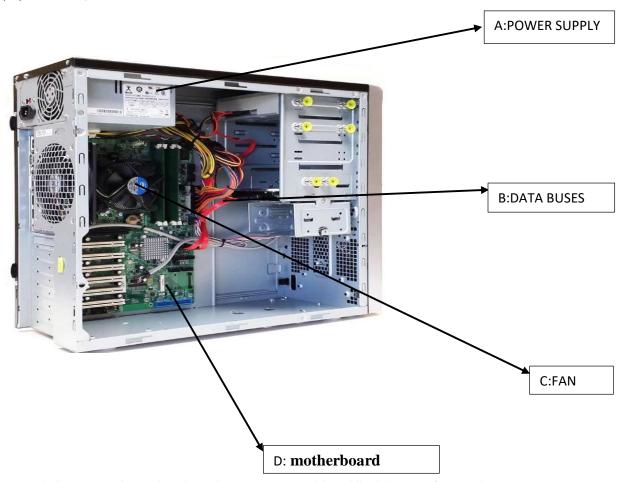
b. **motherboard** d. surf board

v) Without this device you 'd have hot the computer the:

a. **fan** c. fun

b. ryme d. internet

Q3: Study the figure below and Give the name of the parts showed by arrows A,B,C and D/2marks



Q4: Briefly state the role of each component identified in (a). /4marks

ANS:

A:POWER SUPPLY: It converts alternating current (AC) from the power outletto direct current (DC) required by internal computer components.

B:DATA BUSES: Data buses are those used to transfer data and instructions between components inside the computer.

C:FAN: Helps to keep the temperature of the components within a safe range, ensuring the longevity of a computer.

D:MOTHERBOARD: It allows communication of different parts of a computer and all other different connected devices

Q5: Explain any **Two** routine/principles maintenance practices that need to be carried out in a computer laboratory./**2marks**

ANS:

Principles to be followed for computer maintenance:

A. Hardware:

1. Clean dust from the computer.

Computers are some of the most efficient dust collectors. Apart from looking gross and possibly being an allergy hazard, a dusty computer will trap heat, which can reduce its performance and lifespan.

2. Clean up the cabling and everything else

Cables may collect a lot of dust as they are sometimes on the floor. If there are many peripherals consider cleaning them regularly.

3. Organize the installation disks

Keep memories for different software organized. Don't mix CDs with memory sticks or external memories and separate each memory depending on the type of software stored. Installation software can be Operating systems, application and utility software.

4. Properly interconnects components

Electronic device components are designed to fit into one another without using mechanical force, when interconnecting a component into another requires force this may be an indication of connecting it wrongly and it can result in the breaking of pins making the whole device unusable.

B. Software

1. Properly switch on/off the computer

To properly switch off the computer gives time for the whole process required to unload runningprograms. Switch off the computer when all programs are closed and use the available computermenu (click on Start then on Shut down). Never press the power button for switching off the computer. When programs fail to close use the combination key **Ctlr + Alt + Delete** to open thetask manager which will help in closing those stubborn programs.

2. Delete unused files and programs

Unused Files and empty folders occupy space and make the computer run slowly. Delete temporary files, old audios and videos as these occupy bigger space. Delete also

programs that are not used anddon't keep two versions of the same program if they are not both needed.

3. Back up the data.

A data backup is the result of copying or archiving files and folders for the purpose of being able to restore them in case of data loss. Data backup should be done regularly in order to avoid total catastrophe in case there is a problem with the computer.

4. Run antivirus and scans regularly

Antivirus software is a type of utility software used for scanning and removing viruses from a computer. Scan so as to avoid computer being infested.

5. Clean up the OS

Disk cleanup is a maintenance utility used to free up space on a hard disk by deleting unnecessary files and Windows components that are no longer in use. This includes temporary internet files, downloaded program files and files in the recycle bin. The disk cleans up procedure will be discussed later.

6. Clean up the software.

Every few months, look through the 'Add or Remove Programs' interface that is found in the control panel. If there's a software that is no longer needed, it must be deleted.

7. Update everything

Check for updates for the hardware and software. This includes running Windows Updates, checking for updated drivers, and checking for software patches.

8. Defragment

Defragmentation is the process of moving file fragments to contiguous clusters to optimize the storage space and performance.

Q6: Identify the four common hardware problems that you used to face with while using computer. ./**4marks**

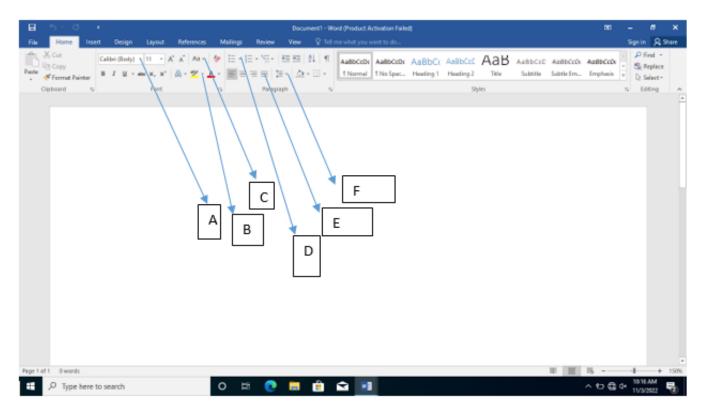
ANS:

- A. THE CHECK POST TEST FAILS POST STANDS FOR "POWER ON SELF-TEST
- **B. BLANK MONITORS**
- C. MOUSE PROBLEMS
- D. JUMPY MOUSE
- E:COMPUTER DOES NOT RECOGNIZE USB
- F:KEYBOARD PROBLEMS
- **G:POWER CORD PROBLEMS**

H:MOTHERBOARD PROBLEMS

I: INSUFFICIENT MEMORY

Q7: Label name of the diagram of the screen layout of Microsoft Word application window shown below:/**3marks**



ANS:

- A. FONT CASE
- B. TEXT HIGHLIGHT COLOR
- C. CHANGE CASE
- D. BULLETS
- E. JUSTIFY
- F. LINE AND PARAGRAPH SPACING

Q8: Briefly Explain the **Two** roles of word processing. ./**2marks**

ANS:

- 1. **Clean dust from the computer**: Apart from looking gross and possibly being an allergy hazard, a dusty computer will trap heat, which can reduce its performance and lifespan.
- 2. Clean up the cabling and everything else: cleaning them regularly.

- 4. **Properly interconnects components**: Electronic device components are designed to fit into one another without using mechanical force, when interconnecting a component into another requires force this may be an indication of connecting it wrongly and it can result in the breaking of pins making the whole device unusable.
- **3.Properly switch on/off the computer**: Switch off the computer when all programs are closed and use the available computer menu (click on Start then on Shut down). Never press the power button for switching off the computer. When programs fail to close use the combination key **Ctlr + Alt + Delete**
- **4. Delete unused files and programs**: Unused Files and empty folders occupy space and make the computer run slowly. Delete temporary files, old audios and videos as these occupy bigger space.
- **5. Back up the data**.: data backup is the result of copying or archiving files and folders for the purpose of being able to restore them in case of data loss. Data backup should be done regularly
- 6. Run antivirus and scans regularly

Q9: Give Two sources of computer virus./2marks

ANS:

- 1. STORAGE DEVICES
- 2. INTERNET

Q10: State **Three** preventive measures that could be taken to avoid infection from a virus in a computer. ./**3marks Q3:**

ANS:

1. Install an antivirus program

An antivirus will check for suspicious files and disinfect them or delete them. Make sure the antivirus is up to date so that it can detect even newly created viruses.

2. Avoid non-secure sites

3. Avoid visiting unfamiliar suspicion sites and block special sites that should not be accessed using the computer browser.

4. Scan emails for viruses

5. Do not open email attachments unless they are from legitimate known source.

6. Install anti-spyware software

7. This is a type of program designed to prevent and detect unwanted spyware program installations.

8. End