

Candidate's Examination Number .....

THE UNITED REPUBLIC OF TANZANIA  
NATIONAL EXAMINATIONS COUNCIL  
FORM TWO SECONDARY EDUCATION EXAMINATION

036 INFORMATION AND COMPUTER STUDIES

Time: 2:30 Hours

Thursday, 26<sup>th</sup> November 2015 p.m.

Instructions

1. This paper consists of sections A, B and C.
2. Answer **all** questions in sections A, B and C.
3. All answers must be written in black or blue ink.
4. Write your answers in the space provided.
5. Cellular phones and calculators are **not** allowed in the examination room.
6. Write your **Examination Number** at the top right corner of every page.

FOR EXAMINERS' USE ONLY

QUESTION NUMBER	SCORE	EXAMINERS' INITIALS
1		
2		
3		
4		
5		
6		
TOTAL		

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SECTION A (40 Marks)

Answer **all** questions in this section.

1. For each of the following items (i) – (xx), choose the correct answer and write its letter in the box provided.

(i) A memory which is used to store programmed instructions and data permanently is called

A RAM

B ROM

C register

D buffers

(ii) Which one of the following commands is used to reboot a computer?

A Ctrl+ Shift + Del

B Ctrl + Alt + Tab

C Ctrl + Alt + Shift

D Ctrl + Alt + Del

(iii) Which one of the following is **not** a traditional ways of disseminating information?

A Whistle

B Drum

C Horns

D Newspaper

(iv) Operating System which do **not** provide Graphical User Interface (GUI) is called

A Window XP

B DOS

C Macintosh

D Window 98

(v) Development which marked the second generation computers is

A vacuum tubes

B transistors

C microprocessor

D artificial intelligence

(vi) The programs designed to perform specific tasks are called

A utility programs

B system software

C special programs

D application software



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- (vii) Which of the following software will be loaded first to the memory when the computer is switched on?  
 A Word processor ☐  
 B Ms excel  
 C Window XP  
 D Ant-virus software
- (viii) The computers which are mostly used in large businesses as network servers are known as  
 A supercomputer ☐  
 B minicomputer  
 C mainframe computers  
 D microcomputer
- (ix) Which one of the following is an example of an absolute cell reference in a spreadsheet?  
 A 2\$B ☐  
 B \$A1  
 C \$B\$1  
 D \$A\$B
- (x) Cells A4, A7, C4, C5 and C7 contain values 4, 4, 9, 2 and 3 respectively. Then in cell D a formula, =C5\*(A4+A7)-(C4/C7) is entered. What will be the value for cell D?  
 A 10 ☐  
 B 12  
 C 11  
 D 13
- (xi) Which one of the following devices must be used to connect two computers for data sharing?  
 A USB ☐  
 B NIC  
 C modem  
 D gateways
- (xii) Which one of the following is **not** a word processor?  
 A Word star ☐  
 B Word wrap  
 C Word perfect  
 D Word pro
- (xiii) Peripheral devices are connected to the system unit using special cables known as  
 A interface cables ☐  
 B ports cables  
 C USB cables  
 D device cables

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- (xiv) Computers that process both analog and digital data are called
- A hybrid computers
  - B digital computers
  - C general computers
  - D super computers
- (xv) Which one of the following is an example of operating system?
- A Microsoft window
  - B Microsoft access
  - C Microsoft word
  - D Microsoft PowerPoint
- (xvi) The following are functions of the UPS **except**
- A to prevent power surge
  - B to provide main power source
  - C to provide stable power
  - D to supply power during power cut
- (xvii) The work area made up of rows and column where data is entered is called
- A cells
  - B worksheet
  - C workbook
  - D spreadsheets
- (xviii) The editing tool that helps the user to find words or phrases with similar meaning is known as
- A autocorrect
  - B thesaurus
  - C find and replace
  - D autotext
- (xix) The following are examples of browser **except**
- A google chrome
  - B mozilla Firefox
  - C internet explore
  - D yahoo
- (xx) A website that contains personal information which can easily be updated is called
- A web portals
  - B web page
  - C personal web
  - D blog



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2. Match the following functions of network devices in **List A** to their corresponding communication devices in **List B** by writing the letter of the correct option beside the item number in the table provided.

<b>List A</b>		<b>List B</b>
(i)	A device which create a physical link between the computer and the transmission media.	A Wireless antennae
(ii)	A device which converts a signal from digital to analog form for the purpose of transmission.	B Switch
(iii)	A device that connect networks that have a common architecture.	C Gateway
(iv)	A device that selectively determines the appropriate network segment for which a message is meant for delivery through address filtering.	D Router
(v)	A device that receives a signal from one segment of network, cleans it to remove any distortion before sending that signal to another computer.	E Repeater
(vi)	A device which interconnects different networks and directs the transfer of data packets from source to destination.	F Bridge
(vii)	A device which can be configured to provide access to wide area networks or Internet.	G Hub
(viii)	A device which forwards a packet directly to the address node without broadcasting.	H Modem
(ix)	A device which detect signals in the surrounding.	I Access point
(x)	A device which is most common in wireless network.	J Network Interface Card
		K Coaxial cable
		L Data bus
		M Universal serial bus

**ANSWERS**

<b>List A</b>	(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
<b>List B</b>										

3. For each of the following statements, write **TRUE** if the statement is correct or **FALSE** if the statement is not correct.

- (i) Laser printers and ink jet printers are examples of non-impact printers. ....
- (ii) Touch screen and monitors are output devices. ....
- (iii) Most word processors have ability to create and import tables, text and graphics from other programs. ....
- (iv) A worm does not attach itself to program but self-replicates hence jam computer storage and memory. ....



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- (v) Primary and secondary source are not main classes of source of information. ....
- (vi) The recommended fire extinguishers are liquid type. ....
- (vii) Antiglare screens can avoid eye strain caused by over bright cathode ray tube monitors. ....
- (viii) Worksheet, database and graphs are the main components of spreadsheets. ....
- (ix) Portrait and landscape are types of page layout. ....
- (x) The majority of menu shortcut keys are activated by using control key. ....

**SECTION B (40 Marks)**

Answer **all** questions in this section.

4. (a) Complete each of the following sentences using one item from the given list.

Menu bar, tool bar, Ctrl+F4, Ctrl+S, Ctrl+ X, status bar, Ctrl + V

- (i) ..... act as communication link between the user and the program.
  - (ii) ..... help a user to close the current document.
  - (iii) ..... help a user to save changes made to the document.
  - (iv) ..... help a user to paste the document.
- (b) (i) Define the term electronic word processor.

- (ii) Give four advantages of electronic word processor over manual typewriters.

5. (a) The Central Processing Unit (CPU) is the most important component of the computer.
- (i) Mention three functional elements of CPU.



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- (ii) Explain the function of each element mentioned in (i) above.

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- (b) Read the following snapshot and answer the question that follow:

	A	B	C	D	E	F	G	H	I	J
1	<b>PAYROLL</b>									
2										
3	<b>Employee Code</b>	<b>Dept</b>	<b>Normal hours</b>	<b>Rate per hour</b>	<b>Gross</b>	<b>LPF</b>	<b>Tax</b>	<b>Total deduction</b>	<b>Net</b>	
4	T120	Sales	30	3500	105000	2100	10500	12600	92400	
5	T121	Admin	40	5000	200000	4000	20000	24000	176000	
6	T122	Sales	38	3500	133000	2660	13300	15960	117040	
7	T123	Finance	40	4200	168000	3360	16800	20160	147840	
8	T124	Admin	40	4200	168000	3360	16800	20160	147840	
9										
10	<b>Total Gross</b>				774000					
11	<b>Average Nett</b>								136224	
12										
13										

- (i) Give the name of the program used to create the snapshot above.

.....

.....

- (ii) Write the font face and size used to type the details in given snapshot.

- (iii) Give the reference name of the active cell.

.....

- (iv) What format was done for the cells in row 3?

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- (v) The Net came from subtracting **Total deduction** from the **Gross**. Write down the formula required to calculate the net.

.....

- (vi) Write down the function required to calculate the average for all the net.

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(vii) Write the function required to calculate the total gross.

(viii) Write the function required to calculate the highest net pay.

### SECTION C (20 Marks)

6. Describe two advantages and three limitations of using E-mail as means of communication.