GENERAL GUIDANCE FOR SUB ICT S850/1

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SUB ICT S850/1 TOPICS

MAIN THEORY QUESTIONS

1. Introduction to Computing
2. Computer Management
3. Computer Laboratory Care and Maintenance
4. Computer Hardware
5. Computer Software
6. Internet and World Wide Web
7. Data Communication and Networking
8. System Security, ICT Ethical Issues and Emerging Technologies

PRACTICAL THEORY QUESTIONS

1. Word Processing
2. Electronic Spreadsheets
3. Electronic Presentation
4. Electronic Publication
5. Databases

EXAM FOR SUB ICT S850/1

This paper will be based on basic ICT concepts and their application areas. The paper will cover the entire syllabus with emphasis on application of ICT knowledge in a variety of fields.

This will be a written paper made up of 20 equally weighted compulsory questions. The duration of the examination paper will be 2 Hours 30 Minutes.

The questions shall be structured and semi-structured requiring a short response, a phrase or one or two sentences. Some of the semi-structured questions will require extended responses of about three sentences.

All questions are to be answered in the spaces provided on the examination paper NOT the blank pages left.

Never write two answers on the same line

Try as much as possible to limit crossing of work and transferring answers to margins

This paper contributes 40% to the final exam and must be passed first/separately/independently.

SPECIFICATIONS FOR TESTING

Topic	Knowledge	Comprehension	Application	Analysis	Total
Introduction to Computers	1		1		2
Lab Care, Troubleshooting and Maintenance			1		1
File management		1	1		2
Computer Hardware	1	1		1	3
Computer Software	1	1	1		3
Internet and World Wide Web		1	2		3
Data Communication and Networking,	1	1			2
Trends in Computing	1			1	2
Applications			2		2
Total	5	5	8	2	20
Percentage	25%	25%	40%	10%	100%

Understand the spirit of the question

- What does the question require?

- Where does it come from?

- Does it relate to a given element?

- Does it call for a general view or a specific view?

Identify three best practices while on the internet

✓Netiquette

✓Internet and W.W.W

✓Yes-internet crimes

✓Specific view

HANDLING DEFINITIONS

1. What is a computer?
2. What do you understand by the term baud?
3. Define the term font.
4. In your opinion, elaborate on a dynaset.

Questions 1,2 and 4 are open questions and call for your correct opinion based on anything you know about the item at hand.

Question 3 is restrictive and needs a definite answer.

HANDLING ABBREVIATIONS

1. All words representing the letters have to be correct.
2. The first letters should be in capital.
3. Correct use of words like AND
4. Correct use of dashes in between.

VHF (**V**ery **H**igh **F**requency)	UHF
EDI	SOHO
BIT	DVD
NOS	SCSI
VERONICA	BIOS
CAA CAI CAL	

ICT (Information **and** Communication Technology)

CMOS-(Complementary Metal Oxide Semi**-**conductor)

HANDLING USES, FUNCTIONS, IMPORTANCES, WAYS ON HOW

These call for specific answers stated in a correct way.

Computers do not HELP but ENABLE, FACILITATE

1. What is the **use** of a computer mouse?
2. What is the **function** of an air conditioner?
3. Mention **ways on how** ICTs have improved education.

HANDLING OPEN QUESTIONS

Such questions call for your correct opinion.

Answers must be within the reach of the question.

1. How best can you safeguard computer files?
2. Give five reasons why students in secondary schools should not be allowed to have mobile phones.
3. Suggest activities involved in servicing computers

HANDLING DEVICE IDENTIFICATION

Give the actual name of the device.

Sometimes you may have to give a function, compare the devices or give the application (where is the device needed most)
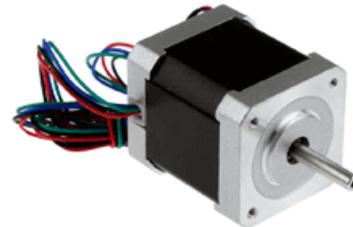
HANDLING EXPLANATIONS

Explanations require factual information, keywords and sometimes personal opinion.

1. Explain the use of device drivers
2. Explain the term kernel
3. Explain the term computer repairing
4. Explain the main function of ALU
5. Explain the term troubleshooting as used in servicing

HANDLING DESCRIPTIONS

We describe terms, procedures, concepts and ways. Descriptions call for lengthy explanations

1. Describe the following terms

- ✓ Peripheral
- ✓ Hot plugging
- ✓ Plug and play
- ✓ Warning message
- ✓ Alert message

2. Describe ways to achieve green computing

A question calling for a procedure requires that:

- The procedure should complete the task at hand

- Do not mix up issues or steps-be systematic

1. Write down the procedure to follow when creating a folder on the desktop.

2. Describe the procedure undertaken to shut down the computer.

3. Describe the computer boot process

HANDLING DISTINGUISHING AND DIFFERENTIATING

- The two statements have to be correct
- The items at hand should be portrayed as completely unrelated, not the same.
- Separate the statements with (while, whereas) and not (yet, but) or writing two independent statements on different lines
- Writing abbreviations in full doesn't differentiate them. E.g ROM and RAM

Distinguish between the following terms

1. Software update and software upgrade
2. Web page and website
3. Hardware and software-do not use relative terms- tangible
4. Hardcopy and soft copy-do not use relative terms- intangible

Avoid words with implied meanings

- Cutting CDs for writing on CDs
- This is the one……………………………….
- This is the one that does…………………………

Avoid words that discriminate or generalise

State the main use of output devices

Not all output devices display but some remove, bring out and present data and information to the user.

HANDLING the HOW question

How requires the justification of facts, uses, functions.

1. How can the following be achieved in a secure computer lab. Environment?

Protection against fire   Good lighting

2) Mention advantages of E-mails over ordinary post

HANDLING ADVANTAGES, DISADVANTAGES, POSITIVE EFFCETS, NEGATIVE EFFECTS AND LIMITATIONS

Advantage-what is good about something (Speed enables computers to complete tasks quickly)

Disadvantage-what is bad about something being used (Computers are expensive to maintain)

Positive effect-good influence (Improved, enhanced, eased educational research)

Negative effect-bad influence (increased unemployment and operational costs)

Limitation-prevents something from being used (computers are expensive to buy)

SIMILAR TERMS

- Monitor-visual display unit, visual display terminal
- CPU-micro processor, micro chip
- NIC-network adaptor card
- Link-connection-channel
- On the internet, network-------data link
- Row, record, turple

- Special purpose software-bespoke, tailor made, tailored customized, custom made

- General purpose software-off the shelf, pre-written, packaged, software package

HANDLING TICKING

Do not tick all items in the available boxes

Do not write TRUE or FALSE

b) Identify one non-physical data transmission media.

	TICK HERE
Optic fibre	
Bluetooth	✓
Twisted pair	

HANDLING TRUE or FALSE

Do not tick to represent either options

Do not write True/false for each option

	Statement	TRUE/FALSE
a)	Windows Xp is a graphical user interface operating system	True
b)	Presentation software supports multimedia	True/false
c)	Word processors have formula bars	False/true
d)	Backup is to combine the content of two or more files to produce one output file	False
e)	The disk operating system is menu driven	False

FUNDAMENTAL PRINCIPLES

Considerations are factors that determine (give considerations to be made before buying a printer)

Application areas call for uses in a field mentioned   (suggest application areas of electronic databases) .Where are databases used (Not physical places but uses)

Specific areas where learners error

- Bug-error
- Debugger-tool
- Computer system-data, hardware, software, humanware, procedures-no communication
- Storage media (CD-R) and storage device (CD drive)
- Wireless transmission media-radio waves, infrared light, micro waves
- Physical transmission media-fibre optic cables, coaxial cables, twisted pair cables

GENERAL KNOWLEDGE

- Major input devices for desktops-mouse, keyboard-can't miss on all

- Troubleshoot-identify and fix problems, faults not errors (debugging)

- Components inside the system unit-must only be visible when the system unit is opened.

USE OF KEYWORDS

Software-electronic instructions

Input devices-feed, enter

Output devices-bring out, remove, present

Processing devices-manipulate, interpret

Communication devices-transfer

Method-ringing a bell

Tool-bell

Thank you for your attention

Bye