**ST EDWARD S S BUKUUMI**

**END OF TERM ONE EXAMINATIONS 2024**

**SENIOR TWO ICT**

INSTRUCTIONS: DUR: 1 HOUR 30 MINS

1. *Attempt all the questions in this paper.*
2. *Read, understand and interpret the questions, then respond accordingly.*

1. Mr. Nadiope was employed in a primary school called Kyankoole primary school in Kakumiro district, as a computer lab attendant. However, by the time he was employed the school had not yet established a computer lab, but had only two laptops which were kept in the head teacher’s office and used on one veranda during lessons.

One week after his appointment on the job, the head teacher bought twenty computers, of which ten were laptops and the others were desktop computers. Mr Nadiope was later called by the head teacher to advise him on what needs to be done in order to set up these computers in the lab, a room which was also to be determined by Mr. Nadiope.

Task.

Make a write up to the head teacher, for the task ahead of Mr. Nadiope.

2. Ms. Karungi is a manager of a Katikara hotel. She doesn’t know anything on how to use a computer, then employed you as a secretary who is a computer literate. She wants to learn how safe the computer can be kept from any damage in your office, and how safe the files on the computer in your office can be protected from any loss or damage.

Maka a write up advising her on her concern.

SCORING GUIDE

**Qn one**

Introduction clearly talking about Mr. Nadiope and his level or skills in Computer as opposed to the head teacher at school, plus any other related information. **02 scores**

Specifying or advising how to choose a room fit to be the computer lab around school. The factors to consider explaining how each would affect the choice. Minimum 4 factors well explained These may include and not limited to:

Reliability of electricity

Number of computers as opposed to users

Availability of furniture

Ventilation of the room

Proximity versus security of the room, devices and users **08 scores**

Explaining how the lab will be managed, rules, set up of computers. **06 scores**

Clear conclusion of the write up in relation to Mr Nadiope and the Head teacher **02 scores**

Clarity and flow of the language and presentation **02 scores**

**Qn Two**

Clear introduction on benefits of safety of computers and their files **02 scores**

Explanation of any four ways of protecting the computer in office **08 scores**

Explanation of any three ways of protecting data in an office **06 scores**

Clear conclusion on the safety of the devices and data, related to office **02 scores**

Clarity and flow of the language and presentation **02 scores**