

**840/1  
INFORMATION AND  
COMMUNICATIONS  
TECHNOLOGY (ICT)**

**Paper 1  
July 2024  
2¼ hours**



## **KABS' ICT RESOURCES CENTER**

**Uganda Certificate of Education**

**INFORMATION AND COMMUNICATIONS TECHNOLOGY**

**Paper 1**

**Theory**

**2 hour 15 minutes**

# ***SCORING GUIDE***

| Section   | Item   | Competency                          | Basis of Assessment  | Expected Responses  | Score |
|-----------|--------|-------------------------------------|--|---|-------|
| Section A | Item 1 | ICT Tools Selection and Maintenance | (a) Provides a focused selection of ICT tools for sales tracking and inventory management. | Identifies and justifies 4 or more appropriate ICT tools (e.g., POS System, Inventory Management Software). | 04    |
|           |        |                                     | Identifies and justifies 3 appropriate ICT tools.  | 03  |       |
|           |        |                                     | Identifies and justifies 3 appropriate ICT tools.  | 03  |       |
|           |        |                                     | Identifies and justifies 2 appropriate ICT tools.  | 02  |       |
|           |        |                                     | Identifies and justifies 1 appropriate ICT tool.   | 01  |       |
|           |        |                                     | No response or irrelevant tools suggested.   | 00  |       |

|  |  |   |   |   |    |
|--|--|---|---|---|----|
|  |  | (b) Provides relevant maintenance advice for ICT tools. | Suggests and explains 4 or more maintenance practices (e.g., Regular software updates, Clean hardware). | 04  |    |
|  |  |   | Suggests and explains 3 maintenance practices.  | 03  |    |
|  |  |   | Suggests and explains 2 maintenance practices.  | 02  |    |
|  |  |   | Suggests and explains 1 maintenance practice.   | 01  |    |
|  |  |   | No response or irrelevant practices suggested.  | 00  |    |
|  |  | <b>Conclusion</b>                                       | Provides a relevant conclusion or summary.  | Concludes with relevant recommendations or summary. | 01 |
|  |  | <b>Format</b>   | Adheres to formal document presentation.  | A formal, well-organized response is provided.      | 01 |

## Section B - Part I

| Section | Item   | Competency  | Basis of Assessment  | Expected Responses   | Score |
|---------|--------|---|--|--|-------|
| Part I  | Item 2 | Fire Incident Response and Management                         | (a) Explains causes of fire and preventive measures.   | Identifies and explains 4 or more causes and preventive measures (e.g., Electrical faults, Fire alarms). | 04    |
|         |        |   | Identifies and explains 3 causes and preventive measures.  | 03   |       |
|         |        |   | Identifies and explains 2 causes and preventive measures.  | 02   |       |
|         |        |   | Identifies and explains 1 cause and preventive measure.  | 01   |       |
|         |        |   | No response or irrelevant causes and measures suggested.   | 00   |       |
|         |        | (b) Demonstrates management and restoration of damaged items. | Suggests and explains 4 or more management/restoration steps (e.g., Data recovery, Conservation techniques). | 04   |       |
|         |        |   | Suggests and explains 3 management/restoration steps.  | 03   |       |

|  |  |                   |   |   |    |
|--|--|-------------------|---|---|----|
|  |  |                   | Suggests and explains 2 management/restoration steps. | 02  |    |
|  |  |                   | Suggests and explains 1 management/restoration step.  | 01  |    |
|  |  |                   | No response or irrelevant steps suggested.            | 00  |    |
|  |  | <b>Conclusion</b> | Provides a relevant conclusion or summary.            | Concludes with relevant recommendations or summary. | 01 |
|  |  | <b>Format</b>     | Adheres to formal document presentation.              | A formal, well-organized response is provided.      | 01 |

### Part I | Item 3 | ICT Use and Health Campaign

| Competency  | Basis of Assessment  | Expected Responses | Score |
|---|--|--------------------|-------|
| Provides a focused introduction on the consequences of excessive ICT use. | Clearly introduces the topic and outlines negative consequences of excessive ICT use.            | 01                 |       |
| Explains consequences of excessive ICT use.                               | Identifies and explains 4 or more negative consequences (e.g., Health issues, Poor performance). | 04                 |       |
|   | Identifies and explains 3 negative consequences.   | 03                 |       |

|   |  |   |    |
|---|--|---|----|
|   | Identifies and explains 2 negative consequences.                               | 02  |    |
|   | Identifies and explains 1 negative consequence.                                | 01  |    |
|   | No response or irrelevant consequences discussed.                              | 00  |    |
| Provides strategies for balanced ICT usage. | Suggests and explains 4 or more strategies (e.g., Screen time limits, Breaks). | 04  |    |
|   | Suggests and explains 3 strategies.  | 03  |    |
|   | Suggests and explains 2 strategies.  | 02  |    |
|   | Suggests and explains 1 strategy.  | 01  |    |
|   | No response or irrelevant strategies suggested.                                | 00  |    |
| <b>Conclusion</b>                           | Provides a relevant conclusion or summary.                                     | Concludes with relevant recommendations or summary. | 01 |
| <b>Format</b>                               | Adheres to formal document presentation.                                       | A formal, well-organized response is provided.      | 01 |

## Section B - Part II

| Section | Item   | Competency                                 | Basis of Assessment   | Expected Responses  | Score |
|---------|--------|--|---|---|-------|
| Part II | Item 4 | Digitizing and Submitting Job Applications | Provides a focused introduction on digitizing and submitting documents.   | Clearly introduces the steps and tools needed for the task. | 01    |
|         |        | Describes steps for digitizing documents.  | Identifies and explains 4 or more steps (e.g., Scanning, PDF conversion). | 04  |       |
|         |        |  | Identifies and explains 3 steps.  | 03  |       |
|         |        |  | Identifies and explains 2 steps.  | 02  |       |
|         |        |  | Identifies and explains 1 step.   | 01  |       |
|         |        |  | No response or irrelevant steps described.                                | 00  |       |
|         |        | Follows a logical flow of steps.           | Provides a complete and logical sequence of steps.                        | 02  |       |
|         |        |  | Provides a partial or incomplete sequence.                                | 01  |       |

|  |  |                   |  |   |    |
|--|--|-------------------|--|---|----|
|  |  |                   | No logical flow or sequence followed.      | 00  |    |
|  |  | <b>Conclusion</b> | Provides a relevant conclusion or summary. | Concludes with relevant recommendations or summary. | 01 |
|  |  | <b>Format</b>     | Adheres to formal document presentation.   | A formal, well-organized response is provided.      | 01 |

## Part II | Item 5 | Completing and Submitting Online Forms

| Competency   | Basis of Assessment  | Expected Responses | Score |
|--|--|--------------------|-------|
| Provides a focused introduction on completing and submitting online forms. | Clearly introduces the steps and tools needed for the task.                      | 01                 |       |
| Describes steps for downloading, completing, and submitting forms.         | Identifies and explains 4 or more steps (e.g., Downloading, Filling, Uploading). | 04                 |       |
|  | Identifies and explains 3 steps.   | 03                 |       |
|  | Identifies and explains 2 steps.   | 02                 |       |
|  | Identifies and explains 1 step.  | 01                 |       |
|  | No response or irrelevant steps described.                                       | 00                 |       |
| Follows a logical flow of steps.   | Provides a complete and logical sequence of steps.                               | 02                 |       |
|  | Provides a partial or incomplete sequence.                                       | 01                 |       |



|                   |  |   |    |
|-------------------|--|---|----|
|                   | No logical flow or sequence followed.      | 00  |    |
| <b>Conclusion</b> | Provides a relevant conclusion or summary. | Concludes with relevant recommendations or summary. | 01 |
| <b>Format</b>     | Adheres to formal document presentation.   | A formal, well-organized response is provided.      | 01 |

This table format clearly lays out the competencies, basis of assessment, expected responses, and corresponding scores for each of the specified items.