CHRIST HIGH SCHOOL

CHRIST HIGH SCHOOL PLOT 5, CHS STREET, KM 32, ABUJA-KEFFI ROAD UKE, NASARAWA STATE

SS3 EXAMINATION 2024/2025 ACADEMIC SESSION

SUBJECT: COMPUTER STUDIES
CLASS: SS 2
TIME: 2HRS:30 MINUTES

NAME………………………………

CANDIDATE'S ADMISSION NO.

INSTRUCTION

Write your name and number in the space provided on your answer booklet. Write your name on any extra sheet used.

Answer all questions in Sections A and 4 questions in Section B.

At the end of the examination, staple all your work securely together.

Total Score:

+

Section A: Objectives

1. In Microsoft Word, the default font is
   A. Arial
   B. Calibri
   C. Times New Roman
   D. Tahoma
   E. Algerian
2. Which of the following factors limit access to computerized file system?
   A. requires regular power supply
   B. occupies less space
   C. is highly efficient in processing information
   D. provides easy and fast access to information
   E. allows for current access to information
3. Which of the following is not a form of text alignment in Microsoft Word?
   A. Align Right
   B. Align Middle
   C. Align Left
   D. Center
   E. Justify

Use the information below to answer questions 4 and 5

As a computer Analyst, you have just been contracted by a school to help them solve the problem of computing student's results, as the school runs on manual system. Time and accuracy of the result are the major concerns

4. What advice would you give the school?
   A. Increase the number of staff
   B. Provide systems with faster computation power for the ICT
   C. Automate the system
   D. Close down the school
   E. Get more calculators for the staff
5. If you are given the contract, what would be your first step of action?
   A. Maintain the staff
   B. Design a software
   C. Build up the ICT center
   D. Investigate the problem
   E. Analyse the results
6. The set of instructions or programs that tells the computer what to do is known as …………
   A. Computer Instructions
   B. Computer Software
   C. Computer Hardware
   D. Computer Drivers

E. Keyboard Executor
7. When files are no longer need, they should be
   A. Copied
   B. Deleted
   C. Opened
   D. Retrieved
   E. Closed
8. The use of satellite to transmit signal information to the earth is enabled with the use of
   A. WAN
   B. POS
   C. GSM
   D. GPS
   E. LAN
9. Making a backup of file is called
   A. Copying
   B. Deleting
   C. Viewing
   D. Editing
   E. Updating
10. ………. is making a copy of computer data to keep in case anything goes wrong with the original
    A. Updating
    B. Retrieval
    C. Backup
    D. Creation
    E. Opening
11. …………. means changing some or all of a file's contents
    A. Copying
    B. Viewing
    C. Updating
    D. Creation
    E. Deleting
12. Which of the following is not a good file security policy?
    A. Scan e-mail attachment for virus before opening it
    B. Frequent change of password
    C. Re-use of old password
    D. Backing up files and documents
    E. Frequent update of system antivirus
13. Which of these is an example of spreadsheet package?
    A. CorelDraw

B. MS Wordpro
C. BASIC
D. Bing
E. Microsoft Excel

14. The process of writing instructions using a computer language is known as
A. googling
B. coding
C. surfing
D. writing
E. designing

15. In System Development, …………….. stage calls for evaluation of the existing system to see if there is need for upgrade or replacement of the system.
A. design
B. analysis
C. maintenance
D. study review
E. preliminary study

16. …………. is a set of events that are repeated
A. Occurrence
B. Cycle
C. Metamorphosy
D. System
E. Review

17. A file organization in which the records have been stored in the order in which they have occurred is known as ……………..
A. sequential filing
B. serial filing
C. indexed filing
D. random filing
E. independent filing

18. One of these cannot be used as a graphic software
A. Microsoft Access
B. MS Paint
C. Adobe Photoshop
D. AutoCAD
E. Corel Draw

19. The keyboard command used to copy text in MS-Word document is
A. Ctrl + N
B. Ctrl + Alt + C
C. Ctrl + C
D. Shift + C
E. Alt + C

20. The operating system, translators and utility programs are examples of

A. Application software
B. Customized software
C. Network software
D. Generalized software
E. System software

21. A computer file of data that is kept so that it could be referred to is called ………….
A. transaction file
B. master file
C. record file
D. referred file
E. reference file

22. All of these are features of word processor except
A. Use of slides
B. Use of header and footer
C. Use of word art
D. Use of clip art
E. Mail merge

23. A file organization in which the records can be accessed in any sequence is called ……
A. indexed filing
B. serial filing
C. random filing
D. sequential filing
E. indexed-sequential filing

24. Principal uses of Word processing software packages include:
I.   Preparing articles for publication
II.   Preparing reports for top management
III. Preparing accounts
IV. Preparing organization's newsletter
A. I, II and IV only
B. I, III and IV only
C. II, III and IV only
D. I, II, III and IV
E. I, II and III only

25. A high level language can be converted to a machine language using
A. an assembler
B. an operating system
C. a compiler
D. a utility program
E. a search engine

26. The command LOF in creating a sequential file stands for
A. Large Occupy File
B. Lamp of File
C. Laugh Out File
D. Let out File

E. Length of File

27. The command EOF in creating a sequential file stands for
    A. Empty out File
    B. End of File
    C. Enhance option File
    D. Entrance of File
    E. End optional File

28. One of these is not a type of operating system
    A. Graphics User Interface
    B. Multi User Operating System
    C. Network Operating System
    D. Software Based Operating System
    E. Single User Operating System

29. QBASIC keyword do not include
    A. INPUT
    B. PRINT
    C. REM
    D. STOP
    E. GOTO

30. One of these is not an alphanumeric data item
    A. CHS/0015/18
    B. 08023456789
    C. 0AB34RJ.&
    D. ADELAKUN001
    E. _821java

31. All of these are BASIC commands except
    A. CREATE
    B. READ
    C. PRINT
    D. CLOSE
    E. GOTO

32. Which of these BASIC commands is used for file creation?
    A. CREATE
    B. WRITE
    C. READ
    D. MAKE
    E. DECLARE

33. The type of phones that allows users to communicate in remote areas where terrestrial cellular service is unavailable is ……..
    A. Personal Digital Assistant
    B. Satphones
    C. Mobile Phones
    D. Smart Phones
    E. Wired Phones

34. A master file can also be described as
    A. historical file
    B. reference file

C. control file
D. movement file
E. record file

35. A person who writes computer instruction is referred to as
    A. Writer
    B. ICT instructor
    C. Computer agent
    D. Computer Architect
    E. Computer Programmer

36. At the ………………… stage in System Development Cycle, program to actualize the design made is developed using any programming language
    A. feasibility study
    B. actualization stage
    C. design
    D. analysis
    E. implementation

37. The stage of System Development Cycle that establishes the intended goal of the project is
    A. Preliminary study
    B. Investigative study
    C. Analysis
    D. Feasibility Study
    E. Study Review

38. Once a fully functional information system is developed,
    A. the organization needs no longer data processing staff
    B. the system may no longer be changed
    C. it requires maintenance and enhancements to meet changing needs
    D. the system automatically modifies itself to meet changes
    E. the system evolves into a better one without human intervention

39. Which of the following statements is not true about a computer file?
    A. It is created electronically
    B. Initial set up is inexpensive
    C. File creation and access are less laborious
    D. It is fast to access any record within a file
    E. Sharing of files over the internet is possible.

40. Devices that enable the computer to display what it has processed are called ………
    A. Output Devices
    B. Processing Devices
    C. Display Devices
    D. Show Devices
    E. Input Devices

41. The computer file which contains the main data used by a program and up-to-date information on each record is called
    A. main file
    B. master file
    C. reference file
    D. transaction file
    E. up-to-date file

42. The two major types of software are ………………… and ……………….
    A. Proprietry software and man-made software
    B. General software and private software
    C. GUI software and command software
    D. School software and hospital software
    E. System software and Application software

43. Word Processing can be applied in the following areas except
    A. Publishing
    B. Education
    C. Journalism
    D. Chatting
    E. Business

44. Which of the following is not a computer output?
    A. Disk
    B. Plotter
    C. Printer
    D. Speaker
    E. Monitor

45. Computer virus can be spread through one of the following ways
    A. Sending an email containing several documents
    B. Copying a document from the computer laboratory
    C. Opening and sending an infected word document to others via email
    D. Scanning documents before downloading into the computer
    E. Playing games on the internet

46. Making changes, corrections, additions to and upgrade of the software while in use is …………………
    A. correction
    B. maintenance
    C. re-design
    D. analysis
    E. update

47. For file retrieval of computer files, the appropriate BASIC command is

A. CREATE
B. RETRIEVE
C. CHECK
D. READ
E. RECEIVE

48. The major effect of file insecurity is ………
    A. data redundancy
    B. data loss
    C. data malfunctioning
    D. data creation
    E. data efficacy

49. Which of these is not an example of a word processor?
    A. Amipro
    B. Corel Word Perfect
    C. Word star
    D. My Word SQL
    E. Microsoft Word

50. PAN is an acronym for ……………
    A. Part and Nature
    B. Portal Area Network
    C. Principal Absolute Network
    D. Post Area Network
    E. Personal Area Network

51. Which of these is not a type of file organization method?
    A. Indexed-Sequential
    B. Indexed-Serial
    C. Random
    D. Sequential
    E. Serial

52. The shortcut command used in restarting a computer is
    A. Ctrl + Alt + Del
    B. Ctrl + Shift + Alt
    C. Ctrl + Del + S
    D. Ctrl + S + Alt
    E. Ctrl + P + Del

53. One advantage of sequential file organization over others is that
    A. it wastes time and storage medium space
    B. it is cheap
    C. the binary chop technique helps to reduce record search time
    D. the requirement is that all records be of the same size
    E. it is cumbersome to access

54. The collection of related data items or fields is called ………..
    A. result

B. file

C. database

D. record

E. document

55. Which of these is not a phase in system development cycle
    A. Implementation
    B. Design
    C. Analysis
    D. Automation
    E. Study review

56. The language used in the communication of instructions to a computer is called …….
    A. predative language
    B. programming language
    C. artificial language
    D. automated language
    E. conservative language

57. The device that outputs graphs and drawings is called …….
    A. Speaker
    B. Plotter
    C. Printer
    D. Monitor
    E. Scanner

58. The process of converting codes in high level language to machine executable codes can be achieved using which of these?
    A. converter
    B. convertible
    C. interpreter
    D. intrapolator
    E. designer

59. The full meaning of SIM card is
    A. Subscription initial Memory
    B. Subscriber Information Memory
    C. Subscriber Identity Module
    D. Subscription Information Mobile
    E. Start-up Initiation

60. When typing in Microsoft Word, Alt + F4 is the shortcut for
    A. Opening a document
    B. Maximizing a document
    C. Closing a document
    D. Saving a document
    E. Editing a document

SECTION B: THEORY

(Answer four (4) questions)

1.   a. Define a register and mention 5 types of register
     b. Mention four characteristics of bus

2.   a. Explain the two primary buses
     b. Explain the functions of Buses in Computers

3.   a. What is computer file?
     b. Explain all the computer files you know

4.   a. Explain the two system files available
     b. Give four advantages of computer files

5.   a. Explain all the file organization you know
     b. Mention five file operation you know

6.   a. What is file insecurity?
     b. Explain three effect of file insecurity