



UNIVERSITY OF GHANA

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DEPARTMENT OF TEACHER EDUCATION
SCHOOL OF EDUCATION AND LEADERSHIP
COLLEGES OF EDUCATION

END OF YEAR ONE SEMESTER EXAMINATIONS, 2023/2024
B.ED. PROGRAMME

UGTE 102: INTRO TO INFORMATION AND COMMUNICATION TECHNOLOGY

SECTION A

1. Which affordance of ICT tools allows students to access educational resources anytime and anywhere?
 - A. Asynchronous learning
 - B. Classroom-based activities
 - C. Synchronous learning
 - D. Traditional textbooks
2. A program that controls a computer's basic functions is called.....
 - A. Hard drive
 - B. Mother board
 - C. Operating system
 - D. CPU
3. Which type of network covers a small geographical area, such as a home, office, or school?
 - A. LAN (Local Area Network)
 - B. WAN (Wide Area Network)
 - C. MAN (Metropolitan Area Network)
 - D. PAN (Personal Area Network)
4. Why is it essential to use strong and unique passwords for online accounts?
 - A. Strong passwords make it easier to remember login credentials.
 - B. Unique passwords are trendy and fashionable.
 - C. Weak passwords are more comfortable to crack, leading to unauthorized access and data breaches.
 - D. Unique passwords reduce the need for regular password updates
5. Name the computer part that is connected to all other aspects of a computer and allows them to communicate and work together.
 - A. Operating system
 - B. Mother board
 - C. Hard disk
 - D. Output device

6. Parts of a computer that allow the user to see or hear information that comes out from the computer is called.
- A. Output device
 - B. Input device
 - C. Operating system
 - D. Soft ware
7. The physical parts of a computer are termed as _____.
- A. Disk drive
 - B. Hard disk
 - C. Hardware
 - D. Software
8. Another name for computer programs is _____.
- A. Ram
 - B. Input devices
 - C. Storage devices
 - D. Software
9. A folder inside another folder is called
- A. Attached folder
 - B. Main folder
 - C. Parent folder
 - D. Subfolder
10. Microsoft Word is a _____.
- A. Computer Hardware Program
 - B. Computer Non-application Program
 - C. Computer Application Program
 - D. None of the above
11. What is meant by the concept of WYSIWYG in MS Word?
- A. What You See Is What You Get
 - B. What You Seek Is What You Get
 - C. What You See Is What You Give
 - D. What You Seek Is What You Give
12. Which application software is used for browsing the internet, accessing websites, and searching for information?
- A. Presentation software
 - B. Web browser
 - C. File management software
 - D. Graphics software
13. A computer system consists of two main parts, the software and _____.
- A. Hardware
 - B. Software
 - C. Antivirus

D. Both A and B

14. Example of navigation keys is _____.
- A. Home
 - B. End
 - C. Page up & page down
 - D. All of the above
15. Which of the following does not require the use of a mouse?
- A. Turn on
 - B. Right click
 - C. Hover
 - D. Drag and drop
16. Sometimes you may receive very attractive offers saying you have won a huge amount of money in a lottery and that you can claim the prize by depositing a certain amount of money known as _____.
- A. Trojan house
 - B. Online predator
 - C. Theft
 - D. Internet scams
17. Which one of the following operators represents multiplication in excel?
- A. +
 - B. +
 - C. *
 - D. /
18. Which component of a computer system is responsible for storing data and program instructions temporarily while the computer is running?
- A. Hard Disk Drive (HDD)
 - B. Random Access Memory (RAM)
 - C. Central Processing Unit (CPU)
 - D. Graphics Processing Unit (GPU)
19. Which component of a computer system supplies power to the internal components and keeps them running?
- A. Central Processing Unit (CPU)
 - B. Graphics Processing Unit (GPU)
 - C. Power Supply Unit (PSU)
 - D. Random Access Memory (RAM)
20. Which of the following is an example of system software?
- A. Microsoft Word
 - B. Windows Operating System
 - C. Adobe Photoshop
 - D. Google Chrome
21. What is the primary purpose of application software in a computer system?
- A. Managing computer hardware resources
 - B. Performing specific tasks for end-users
 - C. Providing a user interface for system configuration

- D. Loading the operating system during startup
22. Which application software is used for browsing the internet, accessing websites, and searching for information?
- A. Presentation software
 - B. Web browser
 - C. File management software
 - D. Graphics software
23. When you want to switch between "ALL CAPS" and "SMALL CAPS" you can use the function
- A. Change case
 - B. Increase font
 - C. Reduce font
 - D. Text effect
24. Which type of network covers a small geographical area, such as a home, office, or school?
- E. LAN (Local Area Network)
 - F. WAN (Wide Area Network)
 - G. MAN (Metropolitan Area Network)
 - H. PAN (Personal Area Network)
25. What is the intersection of a column and a row on a worksheet called?
- A. Address
 - B. Cell
 - C. Column
 - D. Value

SECTION B

Answer only three questions in this section.

1. Differentiate between the following terms (5 marks each)
 - a) Internet and Intranet
 - b) Website and Webpage
 - c) Web Browser and Hyperlink
 - d) HTTP and HTML
 - e) eLearning and eCommerce
2. A) What is a computer network? [5 marks]
B) State and explain four (4) types of computer network [20 marks]
3. a) Explain the following terms (5 Marks each)
-Application software
-System Software
-Systems Unit
b) Identify five examples of Application software. (5 marks)
c) List five (5) examples of Input devices. (5 marks)
4. State and explain five (5) Requisite skills needed to be part of the information society?
25marks
5. Use the spreadsheet below to answer the questions that follow;

	A	B	C	D	E
1	Item	Unit Price (GH₵)	QUANTITY	TOTAL COST	
2	Pendrive	10	15	150	
3	Hard disk	200	3	600	
4	Monitor	400	5	2000	
5	Keyboard	150	7	1050	
6	Mouse	40	9	360	
7					
8					

- A) Provide a formula for calculating the cost involved in buying 5 Monitors. (5 Marks)
- B) Write down a function for finding an item with the highest unit price. (5 Marks)
- C) Provide a formula for finding the total cost required to purchase all items. (5 Marks)
- D) Write down the function to find the average figure of total cost. (5 Marks)
- E) What is the range of the highlighted cells in the spreadsheet? (5 Marks)