

| Campus: | Grade: | Teacher: | | Score: | |
|--------------|-----------|----------|---|--------|--|
| Student's fu | ıll name: | | | Score. | |
| Class: | (M/F) | Date: | / | /100 | |
| | | / | | | |

Term 2 Final Exam

Subject ICT

(Time allowed: 40 minutes)

EXAM RULES

- 1. Write the date, your full name, gender and class on the front page.
- 2. NO talking in the examination room.
- 3. Stay seated at your desk until the teacher says you can get up.
- 4. If you need help, raise your hand. Do not stand up or shout out!
- 5. Food and drinks are not allowed (only clear water bottles).
- 6. No cell phones, tablets, i-pads or other electronics are allowed in the class.
- 7. Write neatly and clearly! Check your work when you have finished.
- 8. **CHEATING** will not be tolerated! Do not look at other students' work, do not whisper or communicate in any way with other students.

IF YOU ARE CAUGHT CHEATING, YOUR EXAM WILL BE TAKEN AWAY, MARKS WILL BE DEDUCTED (YOU MIGHT GET ZERO) AND DISCIPLINARY PROCEDURES WILL BE FOLLOWED

| 1. | What | hat can you use to make your words look nice in Wordpad? | | |
|----|---|---|--------------|---|
| | A | Tools | \bigcirc B | Mouse |
| | <u>C</u> | Zoom | | |
| 2. | How can you make everything on the screen look bigger in Wordpad? | | | |
| | A | Click on Zoom In | \bigcirc B | Click on Font |
| | <u>C</u> | Click on Save | | |
| 3. | How | can you make the text larger in Wordpad? | | |
| | A | Click and drag your mouse over it | B | Click on the Format menu and choose Font |
| | <u>C</u> | Click on the View menu and choose Zoom In | | |
| 4. | What | t do you need to open to type text on a cor | nputei | r? |
| | A | Microsoft Word | \bigcirc B | Paint |
| | <u>C</u> | Wordpad | | |
| 5. | How | do you select a word in Wordpad? | | |
| | A | Move your mouse to the end of the word and click | B | Move your mouse to the beginning of the word and click and hold the left-click button |
| | <u>C</u> | Move your mouse to the middle of the word and double-click | | |
| 6. | How | can you delete some text in Wordpad? | | |
| | \bigcirc A | Press the Delete key on the keyboard | \bigcirc B | Right-click on the text and choose Delete |
| | <u>C</u> | Press the Backspace key on the keyboard | | |
| 7. | How | can you cut and paste on a computer? | | |
| | A | Select the text, right-click, and choose Cut | B | Select the text, press Ctrl+C to copy, then press Ctrl+V to paste |
| | <u>C</u> | Select the text, press Ctrl+X to cut, then right-click and choose Paste | | |

| | A | The way the words and letters look on the computer screen | B | A tool in Wordpad to change the color of the text |
|-----|------------|---|--------------|--|
| | <u>C</u> | A program to insert pictures into Wordpad | | |
| 9. | How | can you change the color of your text in W | ordpa/ | d? |
| | A | Right-click on the text and choose Color | B | Click on the Format menu and choose Color |
| | <u>C</u> | Click on the Format menu, choose Font, and select a different color | | |
| 10. | How | can you insert a picture into Wordpad? | | |
| | A | Click on the File menu and choose Picture | B | Click on the Insert menu and choose Picture |
| | <u>C</u> | Click on the View menu and choose Picture | | |
| l1. | How | can you insert a drawing from Paint into V | Vordpa | ad? |
| | A | Draw the picture in Paint, then click on the Insert menu and choose Object | B | Draw the picture in Wordpad, then click on the Insert menu and choose Object |
| | <u>C</u> | Draw the picture in Paint, then click on the Format menu and choose Picture | | |
| 12. | How | can you resize a picture with the mouse ir | n Word | dpad? |
| | A | Click and hold one of the corners of the picture and drag the mouse | B | Right-click on the picture and choose Resize |
| | <u>C</u> | Press Ctrl+R on the keyboard to resize the picture | | |
| 13. | How | can you save your Wordpad document? | | |
| | A | Click on the Format menu and choose Save | B | Click on the File menu and choose Save |
| | \bigcirc | Click on the Edit menu and choose Save | | |
| L4. | Whe | re is the left-click button of the mouse usu | ally lo | ocated? |
| | A | Left side | \bigcirc B | Right side |
| | \bigcirc | Middle | | |
| | | | | |

8. What is a font?

| 15. | wne | Where is the right-click button of the mouse usually located? | | | | |
|-----|------------|---|--------------|--|--|--|
| | A | Left side | \bigcirc B | Right side | | |
| | \bigcirc | Middle | | | | |
| 16. | Wha | t is the scroll-wheel of the mouse used for | ? | | | |
| | A | Moving things on the screen up and down | B | Changing the color of the text | | |
| | (C) | Opening websites | | | | |
| 17. | Why | do we use an antivirus? | | | | |
| | A | To protect our computer from viruses | B | To make our computer work faster | | |
| | <u>C</u> | To save pictures from web pages | | | | |
| 18. | Wha | at is a web browser used for? | | | | |
| | A | Looking at things on the internet | B | Typing text on the computer | | |
| | \bigcirc | Saving documents in Wordpad | | | | |
| 19. | Wha | t are hyperlinks on a website? | | | | |
| | A | Special words or pictures that we can click on to go to another webpage | B | Tools to make words look nice in Wordpad | | |
| | (C) | Different designs for fonts in Wordpad | | | | |
| 20. | How | can you save a picture from a web page? | | | | |
| | A | Right-click on the picture and choose Save | B | Press Ctrl+S on the keyboard | | |
| | <u>C</u> | Click on the Picture menu and choose Save. | | | | |
| | | | | | | |

| Name | Quiz |
|---------------------|--------------------|
| Date | Class |
| ABCDE | ABCDE |
| | 11 (A) (B) (C) (D) |
| 2 (A) (B) (C) (D) | 12 (A) (B) (C) (D) |
| 3 (A) (B) (C) (D) | 13 (A) (B) (C) (D) |
| 4 (A) (B) (C) (D) | 14 (A) (B) (C) (D) |
| 5 A B C D | 15 ABCD |
| 6 A B C D | 16 A B C D |
| 7 A B C D | 17 A B C D |
| 8 A B C D | 18 A B C D |
| 9 A B C D | 19 ABCD |
| 10 A B C D | 20 A B C D |
| Test Version A B | |
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