

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

Term 1 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 FOLLOWE

| 1. | Starting from the greatest going to the smallest . | | | | |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|--------------|-----------------------------------------------------------|--|
| | A | Alphabetical | \bigcirc B | Numerical | |
| | \bigcirc | Descending | D | Ascending | |
| 2. | | allows you to see all related data, for example all the data for one person. | | | |
| | A | Related | B | Filter | |
| | <u>C</u> | Sort | D | Group | |
| 3. | Wha | What button on the keyboard can you press to cycle through your fields quickly? | | | |
| | A | Ctrl | B | Tab | |
| | <u>C</u> | Enter | (D) | Shift | |
| 4. | I. What is a Query. | | | | |
| | A | A form the user will fill in to add information to the database. | B | A special type of question that filters you records. | |
| | <u>C</u> | A special type of question that sorts your data. | D | A Question that you ask the user. | |
| 5. | . When we have a auto number field and we delete the last 2 records, whose auto number fields are 6 and 7 respectfully, what will the next automatically generated number be. | | | | |
| | A | 6 | B | 8 | |
| | <u>C</u> | 5 | D | 7 | |
| 6. | 5. Starting from the smallest going to the greatest. | | | | |
| | A | Alphabetical | \bigcirc B | Numerical | |
| | <u>C</u> | Descending | D | Ascending | |
| 7. | | If we want to present the information from our database to others what do we need to create? | | | |
| | A | a Query | \bigcirc B | a Report | |
| | \bigcirc | a Table | D | a Form | |
| 8. | 3. What is the purpose of a form? | | | | |
| | A | It only helps you to edit existing information. | B | It displays your information after processing it. | |
| | <u>C</u> | It helps you add information only. | D | It helps you add information or edit existing information | |

| 9. | What are the different things you can do with your data. | | | |
|-----|--------------------------------------------------------------------------------------|------------------------------------------------------------------------|--------------|--------------------------------------------------------|
| | A | You can enter, modify and categorize your data. | B | You can enter, modify, categorize and share your data. |
| | (c) | You can only enter your data. | D | You can enter and modify your data. |
| 10. | Who | will mainly use a Form? | | |
| | A | No one. | \bigcirc B | The Developers. |
| | \bigcirc | The users. | D | The Management. |
| 11. | We d | can use the set caption option to add a la | bel to | a text box. |
| | A | False | B | True |
| 12. | . Grouping allows you to see all the details of a specific persons data on one page. | | | |
| | A | False | B | True |
| 13. | Tota | ls are calculated only when they are first | creat | ed. |
| | A | False | B | True |
| 14. | You | can not change the Font type and size in | a text | box. |
| | A | True | \bigcirc B | False |
| 15. | If you | u press Tab while working on the last fie | ld of a | form, you move back to the top of the |
| | A | False | B | True |
| 16. | You o | can narrow down your results by applying | g more | e complex criteria to more than one |
| | A | True | \bigcirc B | False |
| 17. | You | should never put quotation marks around | l your | criteria. |
| | A | False | \bigcirc B | True |
| 18. | | meter Queries allow you to look for a spe e a new query every time. | ecific | word as a criteria without having to |
| | A | False | \bigcirc B | True |
| 19. | You | can only create a data entry form after yo | ou hav | re created a table. |
| | A | False | \bigcirc B | True |
| | | | | |

| 20. | A database report illustrates information from a table or query in a preformatted, |
|-----|------------------------------------------------------------------------------------|
| | attractive manner. |

A True

(B) False

| 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 | |
| | |