education

Department:
Education
REPUBLIC OF SOUTH AFRICA

**NATIONAL
SENIOR CERTIFICATE**

GRADE 12

COMPUTER APPLICATIONS TECHNOLOGY: THEORY (P2)

NOVEMBER 2009

MEMORANDUM

MARKS: 150

This memorandum consists of 10 pages.

SECTION A

QUESTION 1 – MATCHING ITEMS

1.1	M	✓		(1)
1.2	E	✓		(1)
1.3	A	✓		(1)
1.4	O	✓		(1)
1.5	P	✓		(1)
1.6	H	✓		(1)
1.7	B	✓		(1)
1.8	D	✓		(1)
1.9	Q	✓		(1)
1.10	F	✓		(1)
				[10]

QUESTION 2 – MULTIPLE-CHOICE QUESTIONS

2.1	A	✓		(1)
2.2	A	✓		(1)
2.3	B	✓		(1)
2.4	A	✓		(1)
2.5	D	✓		(1)
2.6	D	✓		(1)
2.7	D	✓		(1)
2.8	A	✓		(1)
2.9	B	✓		(1)
2.10	A	✓		(1)
				[10]

TOTAL SECTION A: 20

SECTION B

QUESTION 3

3.1		Can chat with others at leisure Cheaper option than SMS Do not need a computer – a cellphone is fine Can form study groups, etc. *(Any 1)* ✓		(1)
3.2		Use ergonomically designed hardware Make sure your seat is the correct height Take regular breaks, etc. *(Any 1)* ✓		(1)
3.3	3.3.1	Install an anti-virus program Update the anti-virus program regularly Perform regular scans Scan downloads Use only one anti-virus program at a time Use auto-protect option, etc. *(Any 2)* ✓ ✓		(2)
	3.3.2	Spyware: A program placed on a computer which secretly collects information about the user. ✓ Adware: A program that displays an on-line advertisement in a banner or pop-up window on web pages, e-mail or other Internet services. ✓		(2)
3.4	3.4.1	Refers to someone gaining illegal access to/using✓ your personal data illegally ✓		(2)
	3.4.2	Do not give your full name Do not divulge personal details such as ID or telephone numbers Do not give out address, etc. *(Any 2)* ✓✓		(2)
3.5	3.5.1	Broadband is high speed ✓ permanently/always connected✓ Internet access.		(2)
	3.5.2	Necessity: Video/web conferencing ✓ Motivation: Requires video and sound feed in real-time ✓ Not essential: MXit✓ Motivation: Only text-based ✓		(4)

     Please turn over

3.6	People do not have to travel to a conference Saves on accommodation	*(Any 1)* ✓		(1)
3.7	Capital letters indicate 'shouting' More difficult to read	*(Any 1)* ✓		(1)
3.8	Use Task Manager (Ctrl+Alt+Del) to shut down non-responding programs/tasks Shut down Restart Close some windows Do not open all the programs at the same time	*(Any 1)* ✓		(1)
3.9	3.9.1	Up-to-date information for certain topics if ordinary computer users, who are authorities in the area, have taken the trouble to correct it. ✓		(1)
	3.9.2	Not always ✓ Information on Wikipedia is supplied by ordinary computer users – not all of whom supply valid information or are authorities on an area/a subject ✓		(2)
3.10	Accessibility options – Magnifier Narration option Resolution	*(Any 1)* ✓		(1)
3.11	3.11.1	Requires little technical expertise Easier to create Easier to maintain Easier to upload data Some people may wish to keep an on-line diary and not a whole website	*(Any 1)* ✓	(1)
	3.11.2	Inserted an RSS feed ✓		(1)
	3.11.3	Blogger.com/Blogspot.com Wordpress.com, etc.	*(Any 1)* ✓	(1)
3.12	Use option of browser to block pop-up windows Use anti-spyware/adware	*(Any 1)* ✓		(1)
3.13	Cheaper Only pay for time used E-mail does not require high bandwidth	*(Any 2)* ✓✓		(2)
				[29]

QUESTION 4

4.1	4.1.1	SMS Instant Messenger/MXit Video/web conferencing VoIP/Skype FaceBook, MySpace, etc. *(Do not accept Fax-to-email)* *(Any 2)* ✓✓		(2)
	4.1.2	E-mail/transfer files via FaceBook/Skype ✓ Motivation: Quicker/No postage or travel costs✓ (Not SMS/fax/IM/MXit) *(One for method and one for appropriate motivation)*		(2)
4.2	4.2.1	Interface ✓ which allows the user to interact with text, graphics and visual images/icons ✓		(2)
	4.2.2	Paste Insert as object Scan *(Any 2)* ✓✓		(2)
4.3		Exposure to paedophiles/sex offenders All details and links are available for all to see Uses up cap Identity theft Addiction/time-wasting/superficial communication, etc. *(Any 2 appropriate answers)* ✓✓		(2)
4.4	4.4.1	Limit on the amount of data that can be transferred monthly via the Internet by a user ✓		(1)
	4.4.2	Always on ✓ Faster ✓		(2)
	4.4.3	Change the file format, e.g. JPEG Change the resolution/reduce the number of colours, e.g. Black/White Zip/compress the file *(Any 2)* ✓✓		(2)
	4.4.4	Save as Read-Only Set password for editing The document can be converted to a .pdf file *(Any 2)* ✓✓		(2)

			REASON	SOLUTION		
		4.4.5	May have a virus	Scan for viruses		
			Does not have software to open the file/Later version of software used	Ask Mpho to save in a software version which you have/save in earlier version before sending		
			(Reason) ✓	*(+ matching solution)* ✓		(2)
4.5			Use a scanner ✓with OCR – Optical Character Recognition software ✓			(2)
4.6	4.6.1		If the hard drive crashes, all data will be lost ✓			(1)
	4.6.2		Backup on a portable storage medium and store elsewhere ✓			(1)
4.7			Use Uninstall option of game Use Add✓/remove programs option of operating system *(Any 1)* ✓			(1)
4.8	4.8.1		Purchase own copy Obtain✓/pay for multiple-user licence *(Any 1)* ✓			(1)
	4.8.2		May lose all his data May not have enough hard drive space CD/DVD may not read Old devices may no longer be supported Insufficient memory Wrong hardware configuration *(Any 1)* ✓			(1)
						[26]

QUESTION 5

5.1	5.1.1	Flash disk/drive has a greater capacity than the stiffy Flash disk/drive is less susceptible to corruption/damage USB is standard on a computer while most computers no longer have stiffy drives Quicker data transfer *(Any 2)* ✓✓		(2)
	5.1.2	Get a USB hub Install more USB ports *(Any 1)* ✓		(1)
5.2	5.2.1	Share hardware Share data Share programs Access one Internet connection from all computers Access any data file from any computer Better security Easier to manage backups, etc. *(Any 2)* ✓✓		(2)
	5.2.2	If the network is down, data saved on the network drive cannot be accessed ✓		(1)
	5.2.3	There will be a network drive available Check network neighbourhood Check 'LAN status' icon in the system tray *(Any 1)* ✓		(1)
	5.2.4	Limited access on the network/logins Password-protected files File-permission settings *(Any 2)* ✓✓		(2)
5.3	5.3.1	Too large, will use too much disk space ✓		(1)
	5.3.2	Place it in a shared drive/folder ✓ (Accept – network drive/T-drive, etc. as candidates may refer to their own school system)		(1)
5.4	5.4.1	Files from CD are read-only ✓		(1)
	5.4.2	Remove the read-only feature ✓ OR Save in a different location/under a different file name		(1)

5.5	5.5.1	Mono/black laser printer ✓ Have to print many/cheaper than colour inkjet printer Faster than colour inkjet printer (*1 for appropriate motivation*) ✓		(2)
	5.5.2	Have it printed at a digital printing centre/colour photocopier Cheaper Different paper sizes (*1 mark for method, 1 mark for advantage*) ✓✓		(2)
	5.5.3	Lose the guarantee on the printer Possibility of damage to the printer (*Any 1*) ✓		(1)
	5.5.4	Printer does not have enough RAM Slow network High resolution graphics used in document Slow start-up time (*Any 1*) ✓		(1)
5.6		Printing the document showing markup. ✓		(1)
5.7		PDF ✓		(1)
5.8		Pictures on-line can have low resolution ✓ For print quality it should have higher resolution ✓		(2)
5.9		You can damage the desktop/monitor if they are carried around. Cumbersome to carry around with peripherals/Desktops can be big/heavy to carry around Not networked (*Any 1*) ✓		(1)
5.10		Network interface card Network cables Switch/Hub Wireless/access point (*Any 2*) ✓✓		(2)
5.11	5.11.1	Use a wireless connection Use a cellphone as modem/3G Wireless/WiMax 3G Satellite (*Any 1*) ✓		(1)
	5.11.2	Browser ✓		(1)
	5.11.3	Firewall ✓		(1)
				[29]

QUESTION 6

6.1	6.1.1	**HARDWARE**	**REASON**		
		Modem	Convert digital signals to analogue signals/connect via landline		
		3G modem/card	Provide broadband/wireless Internet access *(Any 1 ✓ with related reason✓)*		(2)
	6.1.2	Mobility/can work anywhere Small size – takes up less desk space Can work without 'mains' (electricity) for a while *(Any 1) ✓*			(1)
	6.1.3	Better quality graphics ✓			(1)
	6.1.4	Webcam ✓			(1)
	6.1.5	A variety of memory cards can be read Do not need cable to download images from camera or other storage devices *(Any 1) ✓*			(1)
6.2	6.2.1	Unable to find hardware components for the motherboard Cheaper to buy a new one than to upgrade When newer components cannot be added to current motherboard *(Any 2) ✓✓*			(2)
	6.2.2	RAM; CPU; hard drive; graphics card *(Any 2) ✓✓*			(2)
6.3	6.3.1	Call on a recycling company to take care of it ✓			(1)
	6.3.2	Do not throw it in the rubbish bin/dump ✓			(1)
6.4	6.4.1	Most popular sites.mdb/odb ✓ *(Accept without the extension)*			(1)
	6.4.2	Word/Notepad/Wordpad/OpenOffice Writer *(Any text editor)* *(Any 1) ✓*			(1)
	6.4.3	School logo ✓ .bmp as they do not use a compressed format like jpeg files ✓ *(1 mark for file, mark for motivation)*			(2)
	6.4.4	A template file ✓			(1)
	6.4.5	A template file is a pre-designed document which you can customise to suit your needs ✓			(1)
6.5		Licence required to install on all computers at school ✓ He could legally install it on one as he has uninstalled it at home✓			(2)
6.6		Autocorrect Macro Keyboard shortcut *(Any 1) ✓*			(1)
					[21]

QUESTION 7

7.1	7.1.1					
		Field	**Data type**	**Reason**		
		Ownership	yes/no ✓	Only one or the other ✓		
		URL	Hyperlink ✓	Links to the application ✓		
		Additional information	Text OR Memo ✓	Text OR Can be a lot of text/information ✓		
		Logo	OLE/✓ object/ Hyperlink	Picture ✓		(8)
	7.1.2	Any number between 10 and 100 ✓				(1)
	7.1.3	URL ✓ Will be unique to that site ✓				(2)
7.2		Grouping Sorting　　　　　　　　　　　　　　　　　　　*(Any 1)* ✓				(1)
7.3		Report footer ✓ (Do not accept: "At the end of the report")				(1)
7.4	7.4.1	Export report to word processing file ✓ Copy and paste ✓				(2)
	7.4.2	Hyperlinks are underlined in blue automatically ✓				(1)
7.5	7.5.1	Control panel – regional settings ✓ Format currency to ZAR ✓				(2)
	7.5.2	When using formatted cell, the decimal value remains but is not displayed ✓ When using the round function, the decimal value is removed ✓				(2)
	7.5.3	Use paste special values ✓ *(Accept paste values)*				(1)
7.6		Paste ✓ as linked object ✓				(2)
7.7		Convert text to table OR use tabs to align the text ✓ Copy and paste to spreadsheet ✓				(2)
						[25]

TOTAL SECTION B:　130

GRAND TOTAL:　150