Education and Sport Development

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NORTH WEST PROVINCE

NATIONAL SENIOR CERTIFICATE

GRADE 10

COMPUTER APPLICATIONS TECHNOLOGY P2

JUNE 2017

MARKS: 120

TIME: 2½ hours

This document consists of 13 pages.

INSTRUCTIONS AND INFORMATION

1. This question paper consist of:

    Section A   (25 marks)
    Section B   (65 marks)
    Section C   (30 marks)

2. Answer ALL the questions.

3. Number the answers correctly according to the numbering system used in this question paper.

4. Start EACH question (Question 1, 2, 3 etc.) on a NEW page.

5. Do NOT write in the right-hand margin of the ANSWER BOOK.

6. Leave a line between sub questions.

7. In general, a mark is allocated per fact. A 2-mark question would therefore generally require TWO facts, etc.

8. Write neatly and legibly.

SECTION A

QUESTION 1: MULTIPLE-CHOICE

Various options are given as possible answers to the following questions. Choose the answer and write only the letter (A–D) next to the question number (1.1–1.10) in the ANSWER BOOK, for example 1.11 E

1.1   Which ONE of the following is an example of software?

      A   Drive
      B   Soft copy
      C   Win RAR
      D   Barcode   (1)

1.2   Which ONE of the following devices is NOT associated with some form of scanning?

      A   Stylus
      B   RFID
      C   OMR
      D   Fax machine   (1)

1.3   Which of the following units of memory and storage are in ascending order (lowest to the highest)?

      A   KB, GB, MB
      B   MB, KB, GB
      C   KB, MB, GB
      D   GB, MB, KB   (1)

1.4   A program can be used to design, write, edit, print and production of document, as letters, reports and books through the use of computer.

      A   Word Processing
      B   Spreadsheet
      C   Presentation
      D   Database   (1)

1.5   A printed copy of a document is referred to as the ……

      A   Hard copy
      B   Zipped copy
      C   Soft copy
      D   Compressed copy   (1)

1.6   Which ONE of the following can be associated with the hard drive of the computer?

      A   Input
      B   Output

C   Processing

D   Storage   (1)

1.7   Which ONE of the following can be associated with the help function?

A   F4

B   Shift + F3

C   F1

D   Ctrl + F4   (1)

1.8   Name THREE basic processes in the information processing cycle.

A   Input, Output, Retrieval

B   Input, Output, Programming

C   Input, Processing, Output

D   Input, Programming, Retrieval   (1)

1.9   Which ONE of the following terms does not logically belong with the others?

A   Keyboard

B   Monitor

C   Memory

D   Operating system   (1)

1.10   Which of the following is the smallest computer?

A   Desktop computer

B   Laptop

C   Notebook

D   Netbook   (1)

10 X 1   **[10]**

QUESTION 2: MATCHING ITEMS

Choose a term/concept from COLUMN B that matches a description in COLUMN A. Write only the letter (A–R) next to the question number (2.1–2.10) in the ANSWER BOOK, for example 2.11 S.

	COLUMN A		COLUMN B
2.1	Technology associated with flat screen monitors	A	System software
2.2	Key on the keyboard you can use to cancel an option or get back to where you were.	B	File
2.3	A storage place or container in which you can store files	C	Desktop
2.4	A collection of data or information that is stored on a computer under a single name	D	Ribbon
2.5	Uses small radio devices to store and transmit data	E	Green computing
2.6	Temporary place for files that are deleted	F	Esc
2.7	The first basic 'screen' of the operating system	G	Wireless
2.8	Combination of a menu bar and toolbar used in Office 2007, Office 2010 and other new programs.	H	Ms Office
2.9	Networks that are not connected by cables	I	Information
2.10	It is a term used to describe using computers in a way that is sensitive to the environment.	J	LCD
		K	Data
		L	Folder
		M	RFID
		N	Recycle bin
		O	Screen saver

10 x 1 **[10]**

QUESTION 3: TRUE/FALSE ITEMS

Indicate whether the following statements are TRUE or FALSE. Choose the answer and write 'true' or 'false' next to the question number (3.1-3.5) in the ANSWER BOOK. Correct the statement if it is FALSE. Change the underlined word(s) to make the statement TRUE. (You may not simply use the word 'NOT' to change the statement.)

EXAMPLE:

QUESTION	ANSWER
A monitor is an example of an <u>output</u> device.	True
A monitor is an example of <u>software</u>.	False. hardware

3.1   <u>USB</u> port is used to connect the monitor to the computer.   (1)

3.2   The <u>printer</u> is the most used output device.   (1)

3.3   <u>E - Commerce</u> is designed to speed up the sale of goods and services in   (1)
        the market place.

3.4   <u>The Home tab</u> for example contains the commands that one needs in   (1)
        creating a new document.

3.5   The file extension for a <u>photo</u> would be .docx.   (1)

(5 x 1)   **[5]**

TOTAL SECTION A: 25

SECTION B

QUESTION 4: SYSTEMS TECHNOLOGIES

4.1	The following electronic gadgets i.e. netbooks, monitors and cell phones are said to be called hardware. Why are they called hardware?	(2)
4.2	What is the purpose of utility software?	(2)
4.3	What do we call a group of programs that perform specific tasks for us as users?	(1)
4.4	Explain what a gadget or widget is in context of the windows operating system by referring to an example.	(3)
4.5	Every computer needs an operating system in order to function properly.	

	4.5.1	What is an operating system?	(2)
	4.5.2	Give TWO examples of operating systems.	(2)
	4.5.3	Give TWO functions of an operating system.	(2)

4.6	Explain the difference between RAM and ROM.	(2)
4.7	Distinguish between a storage device and a storage medium.	(2)
4.8	Your uncle read something in a computer magazine about freeware, shareware, OCR and zipped files.	

	4.8.1	Explain to him the difference between shareware and freeware.	(4)
	4.8.2	Explain to him the term OCR.	(2)
	4.8.3	Explain to him what it means to compress a file and why one would do it.	(1)

[25]

QUESTION 5: INTERNET AND NETWORK TECHNOLOGY

5.1   What is a network?   (3)

5.2   Name THREE advantages of using the computer network, besides any   (3)
        issues relating to the Internet.

5.3   Name TWO disadvantages of using the computer network, besides   (2)
        any issues relating to the Internet.

5.4   Describe the abbreviation EFT and briefly describe what it will be used   (2)
        for.

                                                                            [10]

QUESTION 6: INFORMATION MANAGEMENT

6.1   Explain the difference between data and information by illustrating with   (2)
        an example.

6.2   Give THREE different types of sources where information can be found.   (3)

6.3   Name the FOUR steps that must be followed to solve a problem.   (4)

                                                                            [9]

QUESTION 7: SOCIAL IMPLICATIONS

7.1   Explain TWO ways in which a computer user can prevent data theft.   (2)

7.2   Give TWO economic reasons why we are using computers.   (2)

7.3   Give any TWO health tips to consider when using computers?   (2)

7.4   Your friend offered you his Microsoft Office software to install on your computer.

      7.4.1   Would it be right to accept the offer?   (1)

      7.4.2   Motivate your answer.   (2)

7.5   What is the purpose of a plug-in program?   (1)

[10]

QUESTION 8: SOCIAL DEVELOPMENT

8.1   List TWO features or function of a word processor that will save time   (3)
       or increase productivity

8.2   Give TWO situations in which you would use the "save as" option   (2)
       rather than the "save" option when saving in word.

8.3   Why would you preview a document before you print it?   (2)

8.4   What are the following shortcuts used for?

       8.4.1   Ctrl + S   (1)

       8.4.2   Ctrl + B   (1)

8.5   One of the first things a new computer user needs to learn is   (2)
       how to use the *right-click* option in programs.

       Clearly explain what this statement means by describing what *right-clicking* offers the user, and why this is such a useful option.

                                                                           [11]

SECTION C

QUESTION 9: INTEGRATED SCENARIO

SCENARIO

A learner has won a brand new laptop. As a CAT learner she asked you to visit her over the weekend to set up the laptop and to explain a few things. At home they have a multi-function printer and an internet connection, but a lot of people that want to use the computer for games, homework and assignments.

Intel Core i7-4510U 2.4 GHz
4 GB RAM
2 TB HDD
DVD – Writer 52X
Wireless mouse
13.1" LCD Resolution 1920 x 1080
Wi-Fi 802.1.1
Media Reader SD/MMC
Built in Camera
Stereo Speakers
1 Year warranty
Windows 7
Ms Office 2013
Free 16 GB Biometric Flash drive
USB 2.0 ports x2, USB 3.0 ports x 1
Digital camera

9.1.1	How much memory does the laptop have?	(1)

| 9.1.2 | How much storage does the laptop have? | (1) |

| 9.2 | Mention THREE possible disadvantages of a wireless mouse | (3) |

9.3   The winner of the laptop has a multi–function printer as well.

9.3.1	Give THREE functions of a multi-function printer, besides printing.	(3)

| 9.3.2 | The multi-function printer is a laser printer. Give TWO advantages of laser printer over an inkjet printer. | (2) |

| 9.4 | The monitor being advertised has the specifications 13.1" – 1920 x 1080. | (2) |

9.4.1   Clearly explain what the specification (13.1") refers to.

9.4.2   Explain what the specification (1920 x 1080) refers to.   (1)

9.5   A free biometric flash drive is included.

    9.5.1   Briefly explain what the term biometric refers to.   (2)

    9.5.2   What the benefit would be in this specific case regarding the   (1)
         flash drive?

9.6   Your friend wants to make a backup of a movie of 18 GB size.

    9.6.1   What storage media should be used to store this movie?   (1)

    9.6.2   Motivate your answer by referring to the total size of the   (1)
         storage media.

9.7   The laptop has a built-in *card reader*. Give TWO advantages of using   (2)
a card reader to transfer photographs from the digital camera to a
computer

9.8   The sponsor has suggested that your friend be taught *green
computing* practices.

    9.8.1   Explain the meaning of the term green computing.   (1)

    9.8.2   Give TWO tips on how to practice green computing.   (2)

9.9   Your friend will be typing her projects for extended periods of time.   (2)
Her friend mentioned the fact that his doctor warned her against the
onset of RSI. What is RSI?

9.10   What is ergonomics?   (2)

9.11   Identify the operating system of the laptop.   (1)

9.12   Can a DVD writer also read and write CD's? Motivate your answer.   (2)

[30]

TOTAL SECTION C: 30

TOTAL SECTION A + SECTION B + SECTION C: 120