

Dear Parents / Students

Due to the current situation, Knowledgeplus Training center is mobilized and will keep accompanying and supporting our students through this difficult time. Our Staff will be continuously, sending notes and exercises on a weekly basis through what's app and emails. Students are requested to copy the notes and do the exercises on their copybooks. The answers to the questions below will be made available on our website on [knowledgeplus.mu/support.php](http://knowledgeplus.mu/support.php) every Friday. We thank you for your trust and are convinced that, together, we will overcome these troubled times

Students can also email their work on [info@knowledgeplus.mu](mailto:info@knowledgeplus.mu)

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## Advance Computing

### Week 3: Revision Question

#### Question 1:

Circle the right answer.

1. Which keyboard shortcut bolds selected text?
  - A. Ctrl +B
  - B. Alt + B
  - C. File- Format-Bold
  - D. All of A, B and C
2. What would you see while spell checking the phrase "My father was write"?
  - A. The word "write" is misspelled
  - B. No errors
  - C. The verb of the phrase will be highlighted
  - D. The phrase will be erased.
3. Which elements of a word processed document can be displayed in colour:
  - A. Only drawings
  - B. Only text
  - C. All elements
  - D. All elements but only if you have a colour printer.
4. Which key moves your cursor from one cell to the next in a table?
  - A. TAB
  - B. SHIFT
  - C. ENTER
  - D. CTRL+ENTER
5. How many different documents can you open at the same time?
  - A. One
  - B. No more than three
  - C. As many as computer memory can display
  - D. As many as taskbar can hold.

6. How many margins are there on a page?
  - A. Two (header & footer)
  - B. Four( top, bottom, right, left)
  - C. Two( Lanscape and portrait)
  - D. Two (top and bottom)
  
7. A document in portrait prints:
  - A. The same characters per line with the same document in landscape.
  - B. More characters per line than the same document in Landscape
  - C. Less characters per line than the same document in landscape
  - D. Smaller fonts in order to fit the same amount of characters per line with landscape.
  
8. This word **computer** is in .....
  - A. Bold and Underline
  - B. Bold, Italics and Underline
  - C. Caps and Underline
  - D. Caps and Bold
  
9. This word is ~~computer~~.....
  - A. Cut
  - B. Underline
  - C. Overline
  - D. Centre Align
  
10. The 241 in X<sub>241</sub> is .....
  - A. Under Score
  - B. Footer
  - C. Emboss
  - D. Subscript.

**Question 2:**

Tick True or False next to each of these statement

	True	False
A microprocessor carries the same function of a CPU		
Esc key allows a command to be accepted		
ATM stands for Automatic transformer Machine		
A Mainframe cannot be connected to a network		
A floppy disk is a type of removable device		
Supercomputers can only be used for research purposes		

**Question 3:**

Complete each sentence below using one word from the list given below

Multimedia	PIN	Microcomputers	Icons
Menu	ROM	Minicomputers	Bar code

- a) Part of the memory that stores information permanently is called .....
- b) Computer based learning now uses .....which includes text, sound ,effects, colourful graphic, animation and video.
- c) .....are also known as personal computers
- d) One needs to enter the .....to be able to remove money from the ATM.
- e) .....is a list of a available commands in an application window.

**Question 4:**

A travel agency communicates with its customers through emails.

- a) What is an email?
- b) State two advantages of using email compared with using the normal postal service.

One of the biggest security problems for the travel agency comes from hackers who may introduce virus into the system.

- i. What is a virus?
- ii. Write down two effects of virus
- iii. State two measures that can be used to prevent virus attack.

**Question 5**

A school keeps information on each of its students and part of the information contained on the computer file is shown below.

Admission Number	Surname	Date of Birth	Name of Responsible Party
2312	Doyle	09/12/84	Klive DOYLE
2344	Kendrick	03/06/85	Pretty KENDRICK
2367	Smith	12/09/87	Hat SMITH
2380	Jones	09/01/86	Big JONES
2381	Jackson	01/01/86	Jesso JACKSON

- a) In all computer database systems there is a key field.
  - i. What is a key field?
  - ii. Why is it important to have a unique field?
- b) Only part of the complete file is shown. Name 2 fields that could be added to this file and give a reasons for their inclusions.
- c) What type of field is Admission Number?