



UGANDA INSTITUTE OF INFORMATION AND COMMUNICATIONS TECHNOLOGY END OF SEMESTER ONE EXAMINATIONS

ACADEMIC YEAR 2022/2023

DEPARTMENT: ICT

SEMESTER: ONE

PROGRAMME(S): DIPLOMA IN INFORMATION TECHNOLOGY BUSINESS (ITB)
DIPLOMA IN BUSINESS ADMINISTRATION (DBA)
DIPLOMA IN PROCUREMENT AND LOGISTICS MANAGEMENT (PLM)
DIPLOMA IN RECORDS AND ARCHIVES MANAGEMENT (REC)

YEAR OF STUDY: ONE

COURSE: DIGITAL LITERACY SKILLS I

COURSE CODE : ICT114

DATE: SATURDAY 25TH, MARCH 2023

TIME: 2:00 PM – 5:00 PM

DURATION: 3 HOURS

INSTRUCTIONS:

- (i) This paper contains three Sections: A (30 marks), B (30 marks) & C (40 Marks).
- (ii) Attempt ALL questions in Section A and B and TWO questions from Section C.
- (iii) Answers to SECTION A and SECTION C must appear in the answer booklet provided to you. Answers to SECTION B should be saved on the desktop in a folder labeled YOUR SURNAME_REGNO e.g., LUBELLA_2023/ICT/114. Save ALL your work in the created folder.
- (iv) DO NOT write on this question paper.

SECTION A [20 MARKS]

Attempt **ALL** the Questions in this Section.

(1 mark @)

1. Which one is an example of system software?
A. Operating System of computer
B. Trace program
C. Compiler
D. All of these
2. Backing up of computer data is the process of
A. Reversing the files stored on the hard drive
B. Putting your computer in the back of the room
C. Storing an extra copy of data on the hard disk
D. Storing an extra copy on an external storage device
3. A CPU contains
A. a card reader and a printing device
B. an analytical engine and a control unit
C. a control unit and an arithmetic logic unit
D. an arithmetic logic unit and a card reader
4. Which of the following controls the process of interaction between the user and the operating system?
A. User interface
B. Language translator
C. Platform
D. Screen saver
5. What is a light pen?
A. Mechanical input device
B. Optical input device
C. Electronic input device
D. Optical output device
6. The time during which a computer system is unusable is known as
A. Delay times
B. Real time
C. Execution time
D. Down time
7. The term designates equipment that might be added to a computer system to enhance its functionality.
A. digital device
B. system add-on
C. disk pack
D. peripheral device
8. Windows allows you to easily enlarge, hide, or shrink a window using
A. Minimize button
B. Maximize button
C. Restore button
D. All of these
9. When you delete a file from a hard disk, the deleted file is stored in the Recycle Bin where you can recover it until you empty the Recycle Bin.
A. Always True
B. Always False
C. Sometimes True
D. It depends
10. are instructions that control the allocation of computer hardware.
A. Internet explorer
B. Right-drag
C. Operating system
D. Window explorer
11. A computer cannot boot if it does **not** have the
A. Compiler
B. Loader
C. Operating System
D. Assembler
12. What characteristic of Read Only Memory (ROM) makes it useful?
A. ROM information can be easily updated
B. Data in ROM is non-volatile (remains there even without electrical power)
C. ROM provides very large amounts of inexpensive data storage
D. ROM chips are easily swapped between different brands of computers

13. Which of the following software is used to view web pages?
- | | |
|-----------------|---------------------|
| A. Web Browser | B. Internet Browser |
| C. Page Browser | D. All of the above |
14. ISP stands for:
- | | |
|-----------------------------------|------------------------------|
| A. International Service Provider | B. Internet Service Provider |
| C. Internet Service Presenter | D. None of the above |
15. _____ is the process in which a user sends computer information from his computer to another computer through modem.
- | | |
|---------------------|----------------------|
| A. Downloading | B. Uploading |
| C. All of the above | D. None of the above |
16. Vacuum tubes were used in _____ generation.
- | | | | |
|----------|----------|-----------|----------|
| A. First | B. Third | C. Fourth | D. Fifth |
|----------|----------|-----------|----------|
17. Which one of the following is not a search engine?
- | | | | |
|---------|------------|----------|-----------|
| A. Bing | B. Windows | C. Yahoo | D. Google |
|---------|------------|----------|-----------|
18. Moving from one website to another is called :
- | | |
|----------------|---------------|
| A. Downloading | B. Browsing |
| C. Uploading | D. Attachment |
19. A computer can be defined as an electronic device that can be (choose the most precise definition):
- | |
|---|
| A. Carry out arithmetical operation |
| B. Carry out logical function |
| C. Accept and process data using a set of stored instructions |
| D. Present information on a VDU |
20. A computer network is two or more computers connected together for the purpose of....
- | | |
|-------------------------------|---|
| A. Connecting to the internet | B. Downloading music files and software |
| C. Updating Whatsapp profile | D. communication and sharing resources |
24. Which of the following defines data that has been processed into a form that is meaningful to the recipient and is of perceived value in current and prospective decision?
- | | | | |
|-----------|----------------|---------------|------------|
| A. System | B. Information | C. Technology | D. Service |
|-----------|----------------|---------------|------------|
25. In which computer generation was Integrated Circuit Technology implemented?
- | | | | |
|----------|-----------|----------|-----------|
| A. First | B. Second | C. Third | D. Fourth |
|----------|-----------|----------|-----------|
26. In which view are Headers and Footers visible in Microsoft Word?
- | | |
|----------------------|---------------------|
| A. Normal View | B. Page Layout View |
| C. Print Layout View | D. Draft View |
27. The space between the margin and the start of a paragraph is called?
- | | | | |
|------------|-----------|----------------|--------------|
| A. Spacing | B. Gutter | C. Indentation | D. Alignment |
|------------|-----------|----------------|--------------|
28. A number on letter that appears little above the normal text is called?
- | | | | |
|----------------|--------------|---------------|-------------|
| A. Superscript | B. Subscript | C. Super-text | D. Top-text |
|----------------|--------------|---------------|-------------|

29. In Microsoft Word, which of the following is NOT on the Home ribbon?

- A. Columns B. Font Color C. Change Style D. Font

SECTION B [40 MARKS]

Question 1

- a) Type the passage provided above as it is in Microsoft Word and save it as **Digital literacy_Q1.** **(6 marks)**

Auditor's risk and its components.

Auditor's risk is the risk that the auditor expresses an inappropriate audit opinion when the financial statements are materially misstated. Auditor's risk is a function of two main components being; the risks of material misstatement and detection risk.

Detection is the risk that the procedures performed by the auditor to reduce auditor's risk to an acceptably low level will not detect a misstatement which exists and which could be material, either individually or when aggregated with other misstatements. Detection risk is affected by sampling and non-sampling risk.

Risk of material misstatement is made up of two components; inherent risk and control risk. Inherent risk is the susceptibility of an assertion about a class of transaction, account balance or disclosure to a misstatement which could be material, either individually or when aggregated with other misstatements, before consideration of any related controls. Control risk is the risk that a misstatement which could occur in an assertion about a class of transaction, account balance or disclosure and which could be material, either individually or when aggregated with other misstatements, will not be prevented, or detected and corrected, on a timely basis by the entity's internal control.

You are required to carry out the following amendments:

- i) Format the heading 'Auditor's risk and its components' to paragraph style 'Heading 4' and centre the heading **(2 marks)**
- ii) Using cut and paste, move paragraph two to the end of the document **(2 marks)**
- iii) Insert a heading above paragraph two – Risks of material misstatement – and make the heading bold and centre **(2 marks)**
- iv) Insert a heading above paragraph three – Detection risk – and make the heading bold and centre **(2 marks)**
- v) Insert bullet points to create a numbered list against risk of material misstatement and inherent risk in the first paragraph **(2 marks)**

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- vi) Audit risk has been incorrectly referred to as auditor's risk throughout, perform a 'find and replace' to correct this error (2 marks)
- vii) Change the whole paragraph Detection is risk to heading style Body text (2 marks)

**b) Create table below and shade the first row with a color of your choice. Insert an Octagon and write your registration number in the centre.
(6Marks)**

- i) Create margin at the top and bottom 1.1 inch and right & left 1.5 inch (2 marks)
- ii) Create landscape orientation and A4 paper size (2 marks)
- iii) Insert Period III column after Period II (2 marks)
- iv) Insert Thursday row bellow Wednesday row (2 marks)
- v) Insert page number center align and Arial font (2 marks)
- vi) Insert watermark "Hello world" (2 marks)
- vii) Table font "Times new roman" and 13 size (2 marks)

SECTION C [40 MARKS]

Attempt **TWO** Questions in this Section.

Question 2

- a) What is **Computer Security**? (2 marks)
- b) State and explain any three goals of computer security (6 marks)
- c) State and explain any **three** threats to information of an organization (6 marks)
- d) Describe some of the modern technologies to mitigate the threats in (c) above (6 marks)

Question 3

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- a) Define Computer Networks (2 marks)
- b) A new Microfinance institution is set begin its operations in your country. As someone who has studied Computer Networks, they have contacted you to set up computer networks in their newly acquired branch office.
 - i) Suggest and describe the type of network topology you would use (2 marks)
 - ii) What are the advantages of such a topology (3 marks)
 - iii) What are its disadvantages (3 marks)
- c) Describe **five (5)** network devices that you would use to set up the network in (b) above (10 marks)

Question 4

- a) Differentiate between software, data and hardware. (6 marks)
- b) List two components of computer hardware and two software types. (4 marks)
- c) Describe how ICT has been used in at least five sectors of Uganda's economy (10 marks)

Question 5

- a) Define the meaning of workgroup computing (2 marks)
- b) State **two** advantages and disadvantages of group working (4 marks)
- c) Define Cloud Computing (2 marks)
- d) Give **two** advantages and disadvantages of Cloud Computing (4 marks)
- e) Give examples of cloud deployment models (6 marks)
- f) Give **two** examples of cloud storage (2 marks)