INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)

1. **GENERAL COMMENTS**

   The standard of the paper compared favourably with that of the previous years. The students' performance improved marginally this year.

2. **SUMMARY OF CANDIDATES' STRENGTHS**

   (1)   Most candidates were familiar with the number of questions to be answered. Candidates were aware that question one was compulsory and must be answered in addition to three other questions from the remaining four questions.

   (2)   Candidates presented their answers in an orderly manner which is an improvement as compared to last year.

   (3)   Majority of the candidates responded positively to question 2.

   (4)   Most candidates were able to draw the computer mouse and label the parts.

3. **SUMMARY OF CANDIDATES' WEAKNESSES**

   (1)   Some candidates had problems with the spelling and meaning of key ICT words / terms.

   (2)   Some of the candidates expressed themselves poorly in English Language and this inhibited examiners from understanding what they wanted to put across.

   (3)   Handwritings of some of the candidates were such that examiners could not even read their scripts.

   (1)   Most of the candidates could not answer questions requiring knowledge of the Internet.

   (5)   Some of the candidates had difficulty outlining the basic steps for performing certain computer software task.

4.   **SUGGESTED REMEDIES**

   (1)   Candidates should be made aware that, this examination requires basic concepts
         and skills of ICT, so they have to practice to acquire these skills before attempting
         the examination.

   (2)   Candidates should be concise with expressions.

   (3)   Candidates should improve on their writing skills.

   (4)   Equal attention must be given to all topics in the Information and Communication
         Technology syllabus by teachers.

5.   **DETAILED COMMENTS**

   Question 1

   (a)   In the space provided below, draw a well labelled computer mouse.
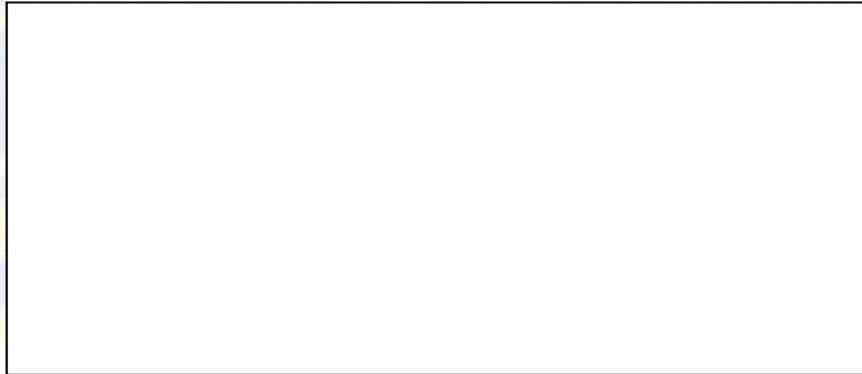
   (b)   Outline the steps involved in performing the following tasks:
   (i)   opening a document;
   (ii)   saving a new created document;
   (iii)   changing the desktop of personal computer.

   (a)   Many candidates attempted this question. The few that had problems were on
         labelling. For instance, instead of Right Click Button, candidates wrote Right
   Click.

         Candidates' performance was very good.

(b)   (i) Most candidates were able to outline the steps used to open
          document, however a few did not know what was expected of   them.

      (ii)   Most candidates were able to write the procedure for saving a new created
             document. Others had the ideas but could not express themselves in a
             logical order.

      (iii)   Few candidates were able to outline the steps for changing the desktop of
              a personal computer correctly.

    Majority of the candidates answered this sub-question well and scored almost full
    marks.

Question 2
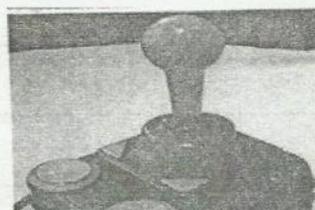
Identify the following ICT tools:
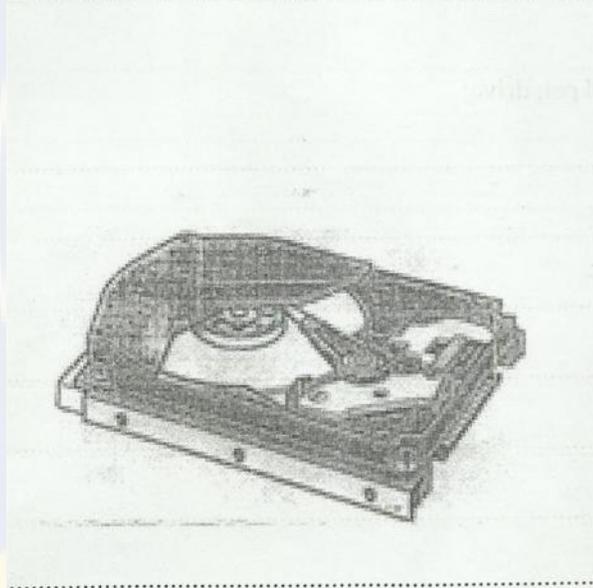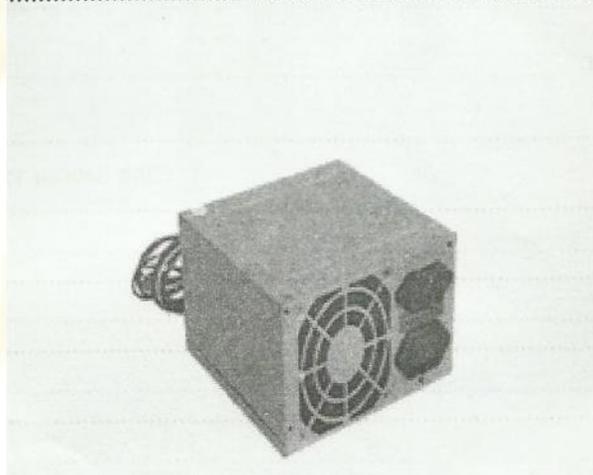
(a)
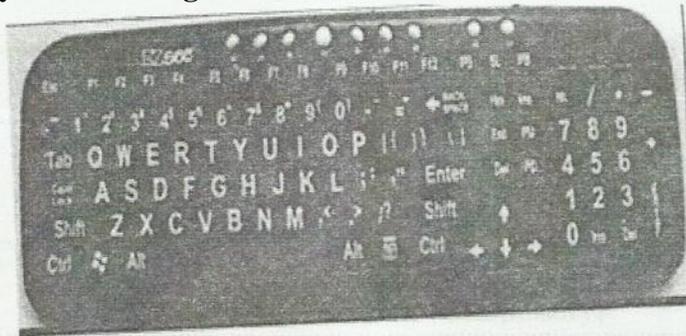
(b)

(c)

(d)

(e)

(f)

Candidates' responses to this question were very good. Almost all candidates who attempted this question scored full marks with the exception of sub-questions (e) and (f). While some identified the Hard Disk (**e**) as CD-ROM, others identified Power Supply Unit (**f**) as UPS.

Question 3

State two differences between

(a) **random access memory and read only memory;**

(b) **hard disk and pen drive;**

(c) **file and folder.**

Candidates who attempted this question demonstrated good understanding of the requirements of the question and had ideas of the concepts to compare, but had difficulties expressing these ideas. Many candidates also had difficulty making paired comparisons.

Some of the expected answers are:

DIFFERENCES	
READ ONLY MEMORY	**RANDOM ACCESS MEMORY**
This is non-volatile	This is volatile
Not easily accessible by user	Easily accessible by user
Low storage capacity	High storage capacity

DIFFERENCES	
HARD DISK	**PEN DRIVE**
Much greater storage capacity	Less storage capacity
Usually fixed	Removable
Heavy in weight	Lighter in weight

DIFFERENCES	
FILE	**FOLDER**
Contains records/data/information	Contains files and other folders
Takes spaces on the computer storage medium	Takes virtually no space on the computer storage medium
Has name extension	Has no name extension

Question 4

(a) **Explain the term clicking as used in the computing environment.**

(b) **In a typical application window, list two command buttons that are found on the control menu.**

(c) **What is screen tip?**

(d) **Describe a computer mouse pad.**

Most candidates attempted this question though responses to (a), (b) and (d) were not satisfactory. The expected answers to these questions are;

(a) Clicking is the pressing and releasing of the left mouse button once without moving the mouse. It is usually performed to select or deselect an object on the computer screen.

(c) Screen tip gives the computer user a brief description/information about an object.

(d) Mouse pad refers to a surface on which a mouse can be moved. It is typically a rectangular rubber pad covered with fabric, providing more traction than a wooden or glass desktop or table top.

Question 5

State the use of the following email terminologies:

(a) **Carbon Copy;**

(b) **Blind Carbon Copy;**

(c) **To;**

(d) **Subject.**

This question was not very popular but the few candidates who attempted it did well with exception of sub-question (c) where most candidates got it wrong. Few candidates correctly stated the use of the "Carbon Copy" and "To:" in email terminologies.

Also, few candidates stated the answer to "Subject" as used in email terminology as Mathematics, English, Science and Social Studies which was wrong.

The expected responses are:

(a)   **Carbon copy** is used to send the same information to other recipients apart from the original recipient.

(b)   **Blind carbon copy** is used to secretly send the same information to other recipients.

(c)   **To** is the location where the original recipient(s) email address(es) is/are inserted before sending a message.

(d)   **Subject** is the location where the title/theme of the email message is inserted before sending a message.