

LEVEL 4

Demonstrate Digital Literacy

July/August 2023



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND
CERTIFICATION COUNCIL (TVET CDACC)**

WRITTEN ASSESSMENT

TIME: 2 hours.

INSTRUCTIONS TO CANDIDATE

1. This paper has two sections A and B.
2. Attempt questions in each section as per instructions given in the section.
3. You are provided with a separate answer booklet.
4. Answer all questions in the answer booklet.
5. Marks for each question are indicated in the brackets.
6. Do not write on the question paper.

This paper consists of FOUR (4) printed pages.

**Candidates should check the question paper to ascertain that
All pages are printed as indicated and that no questions are missing.**

SECTION A (10 Marks)

Answer ALL questions, each question carries (1) mark.

1. Which one of the following is not a component of the computer system?
 - A. Hardware
 - B. Software
 - C. Firmware
 - D. Liveware
2. Which group consists of input devices only?
 - A. Mouse, Keyboard, Scanner
 - B. Mouse, Keyboard, Printer
 - C. Mouse, Keyboard, Monitor
 - D. Plotter, scanner, speaker
3. _____ Key is used to erase texts towards the right of the cursor.
 - A. Backspace
 - B. Tab key
 - C. Delete key
 - D. Home key
4. Which of the following is not a category of keyboard keys?
 - A. Navigation keys
 - B. Numeric keypad
 - C. Space bar
 - D. Functional keys
5. Cache and RAM will lose their contents when the power goes off. They are
 - A. Non-volatile
 - B. Volatile
 - C. Static
 - D. Dynamic
6. When you turn on the computer, the boot routine will perform this test.
 - A. Power-on-self-test
 - B. Memory test
 - C. RAM test
 - D. Disk drive test

7. _____ is the interconnection of two or more computers with the aim of communication and resource sharing.
- A. Network
 - B. Enterprise
 - C. Super computer
 - D. Server
8. Output which is made up of pictures, sounds, and video is called?
- A. Multimedia
 - B. Graphics
 - C. Hard Copy
 - D. COM
9. A _____ typically connects personal computers within a small geographical area, usually within a single building.
- A. LAN
 - B. WAN
 - C. MAN
 - D. TAN
10. What is the file extension of spreadsheet application?
- A. .docx
 - B. .ppt
 - C. .xlsx
 - D. .jpeg

SECTION B (40 MARKS)

Attempt ALL questions in this section

11. Define the term computer? (2 Marks)
12. List FOUR peripheral devices. (4 Marks)
13. Define the term softcopy as used in computers. (2 Marks)
14. What is the meaning of the term computer virus as used in computer security? (2 Marks)
15. List FOUR examples of input devices. (4 Marks)
16. List FOUR types of Network Topologies. (4 Marks)
17. What is the difference between impact printers and non-impact printers? (4 Marks)
18. List Four computer crimes. (4 Marks)
19. State THREE functions of computers in a business environment. (3 Marks)
20. State THREE types of charts used in spreadsheet program. (3 Marks)
21. Allan intends to insert a picture into a word document. State TWO sources he could get this picture from. (2 Marks)
22. State three characteristics of Supercomputers. (6 Marks)

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