

**061004T4ICT**

**ICT ASSISTANT LEVEL 4**

**IT/OS/ICTA/CC/01/4/A**

**USE ICT DEVICES**

**July/August 2023**



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

**WRITTEN ASSESSMENT**

**Time: 2 Hours**

**INSTRUCTIONS TO CANDIDATE**

1. This paper consists of TWO sections **A and B**.
2. Answer questions in each section as per instructions given in the section.
3. Answer all questions in the answer booklet provided.
4. Marks for each question are indicated in the brackets.
5. Do not write on the question paper.

**SECTION A: (10 Marks)**

*Answer **all** questions in this section.*

*Each question carries one Mark.*

1. The following are Symptoms of viruses in a computer system except.
  - A. Corruption of files and programs.
  - B. Computer booting normally
  - C. Programs taking longer than usual to load.
  - D. Unusual error messages occurring more frequently.
2. \_\_\_\_\_ is an example of an output device of a computer.
  - A. Mouse
  - B. Speakers
  - C. Scanner
  - D. Joystick
3. Which of the following refer to numbers that are positioned slightly higher or slightly lower than the text on the line respectively
  - A. Subscript and Superscript
  - B. Superior script and Subscript
  - C. Subscript and Superior script
  - D. Strikethrough and Subscript
4. Excel is a program that is used to prepare a \_\_\_\_\_.
  - A. Presentation
  - B. Spreadsheet
  - C. Text Document
  - D. Database
5. The following categories are ICT assets to be secured over the network except.
  - A. Data
  - B. Information
  - C. Communication
  - D. Media

6. Restarting up a computer is referred to as
  - A. Cold boot
  - B. Form boot
  - C. Warm boot
  - D. Start boot
7. \_\_\_\_\_ is not an application area of Information Communication Technology (ICT).
  - A. Hospitality
  - B. Information
  - C. Medicine
  - D. Banking
8. Microsoft PowerPoint is an example of a \_\_\_\_\_ program.
  - A. Graphics
  - B. Presentation
  - C. Data Analysis
  - D. Publication
9. The following are application areas of computer network except
  - A. Resource sharing
  - B. Communication
  - C. Work distribution.
  - D. Composing messages
10. \_\_\_\_\_ is a computer security goal.
  - A. Confidentiality
  - B. Reliability
  - C. Usability
  - D. Compatibility

**SECTION B: (40 Marks)**

*Answer all questions in this section.*

11. An ICT technician in a tertiary institution was told to identify physical security risks in a computer lab, Identify FOUR risks that he could have identified (4 Marks)
12. Doreen an ICT student was required to take log of different software used in the institute. Highlight FOUR categories of system software she is likely to list. (4 Marks)
13. Outline FOUR file management operations used when operating a computer. (4 Marks)
14. Differentiate between routers and switch as used in a computer network. (4 Marks)
15. State THREE categories of computer keyboard keys that the user can use to create a document. (3 Marks)
16. You have been tasked to guide a college acquiring appropriate software for use, Explain THREE factors they should consider when selecting the software. (3 Marks)
17. Enumerate FOUR sources of virus that may damage a computer. (4 Marks)
18. ICT department staff have been tasked with setting up a computer network in an organization.
  - (a) Describe the most appropriate type of network they should set up. (2 Marks)
  - (b) Explain TWO factors they should consider before setting up the network. (4 Marks)
19. Discuss TWO functions of the operating systems that deal with management of hardware resources. (4 Marks)
20. One of the policies in an organization is green ICT. Explain TWO strategies to be implemented to achieve this policy (4 Marks)