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|---------------------|--|--|--|--|--|--|--|--|--|--|------------------|--|--|--|--|--|--|--|--|--|--|
| Surname | | | | | | | | | | | Other Names | | | | | | | | | | |
| Centre Number | | | | | | | | | | | Candidate Number | | | | | | | | | | |
| Candidate Signature | | | | | | | | | | | | | | | | | | | | | |

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| For Examiner's Use |
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Functional Skills
June 2008

**INFORMATION AND COMMUNICATION
TECHNOLOGY**
Unit 1 Test
Levels 1 and 2

95201
Levels 1 and 2



Monday 16 June 2008 9.00 am to 10.00 am

| |
|--|
| You will need no other materials. |
|--|

Time allowed: 1 hour

Instructions

- Use black ink or black ball-point pen.
- Fill in the boxes at the top of this page.
- Answer **all** questions.
- You must answer the questions in the spaces provided. Answers written in margins or on blank pages will not be marked.
- Do all rough work in this book. Cross through any work you do not want to be marked.

Information

- The maximum mark for this paper is 60.
- The marks for questions are shown in brackets.
- You are reminded of the need for good English and clear presentation in your answers.

| For Examiner's Use | | | |
|---------------------|------|----------|------|
| Question | Mark | Question | Mark |
| 1-30 | | | |
| Total (Column 1) → | | | |
| Total (Column 2) → | | | |
| TOTAL | | | |
| Examiner's Initials | | | |



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M/Jun08/95201

95201

Answer **all** questions in the spaces provided.

1 Write **one** label in each box to name the backing storage media.

| Label | Name |
|-------|--------------|
| A | Printer |
| B | CD |
| C | Hard disk |
| D | Scanner |
| E | Memory stick |

| Backing storage media | Write one label in each box |
|---|------------------------------------|
|  | |
|  | |

(2 marks)

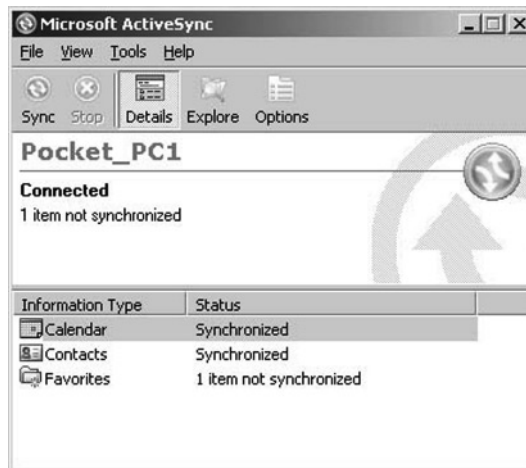
2 Tick **two** boxes to show which of the following are mobile devices.

| | Tick two boxes |
|----------------------------------|-----------------------|
| Desktop computer | |
| Broadband | |
| PDA (Personal Digital Assistant) | |
| Monitor screen | |
| Laptop computer | |

(2 marks)




3 Look at this image.



Microsoft ® ActiveSync

Complete the sentence using words from this list.

menu
minimise
dialogue box
maximise
window

When the  button is clicked, this will the

..... (2 marks)

4. Tick **two** boxes to show which of the following are true.

| | Tick two boxes |
|---|-----------------------|
| When you send an e-mail, all the e-mail addresses in To, Cc and Bcc can be seen by those who receive it | |
| When you delete an e-mail its attachments are returned to the original sender | |
| When you reply to an e-mail, its attachments are included | |
| When you send an e-mail, an e-mail address in Cc can be seen by those who receive it | |
| When you forward an e-mail, its attachments are included | |

(2 marks)

Turn over ►



- 5 Write **one** label next to each task to show what software should be used.

| Label | Software |
|-------|----------------|
| A | Audio player |
| B | Database |
| C | Spreadsheet |
| D | Video player |
| E | Word processor |

| Task | Write one label in each box |
|----------------|------------------------------------|
| Write a letter | |
| Play a DVD | |

(2 marks)



- 6 Tick **two** boxes to show ways to reduce health and safety risks when using a desktop computer.

| | Tick two boxes |
|--|-----------------------|
| Get up from the computer and go for a short walk at hourly intervals | |
| Use a chair with a seat at a fixed height | |
| Arrange the cables so that they are wrapped around the chair | |
| Position the monitor screen so that there is reflected light on it | |
| Use a wrist rest | |

(2 marks)

- 7 A video player is used by pressing buttons.
Write **one** label in each box to name the buttons.

| Label | Name |
|-------|----------|
| A | Backward |
| B | End |
| C | Forward |
| D | Pause |
| E | Play |

| Button | Write one label in each box |
|---|------------------------------------|
|  | |
|  | |

(2 marks)



- 8 Tick **two** boxes to show the advantages of shopping on line compared with going to the shops in the high street.

| | Tick two boxes |
|--|-----------------------|
| Goods are available without waiting | |
| It is quicker to compare prices from many different shops | |
| Shoppers can only visit a narrow range of shops | |
| Shoppers can shop at any time | |
| It is more expensive and complex to buy a computer and broadband than catch a bus to the high street | |

(2 marks)

- 9 Write down the labels in order to show how to log on to a computer.

| Label | |
|-------|---|
| A | Click on OK |
| B | Switch on the computer |
| C | Wait for the log on dialogue box to appear |
| D | Wait for the graphic user interface to appear |
| E | Enter the username and password |

| Label |
|-------|
| |
| |
| |
| |
| |

(2 marks)

- 10 A computer room in a school has thirty computers. Tick **two** boxes to show how to ensure the computers are safe from theft or damage.

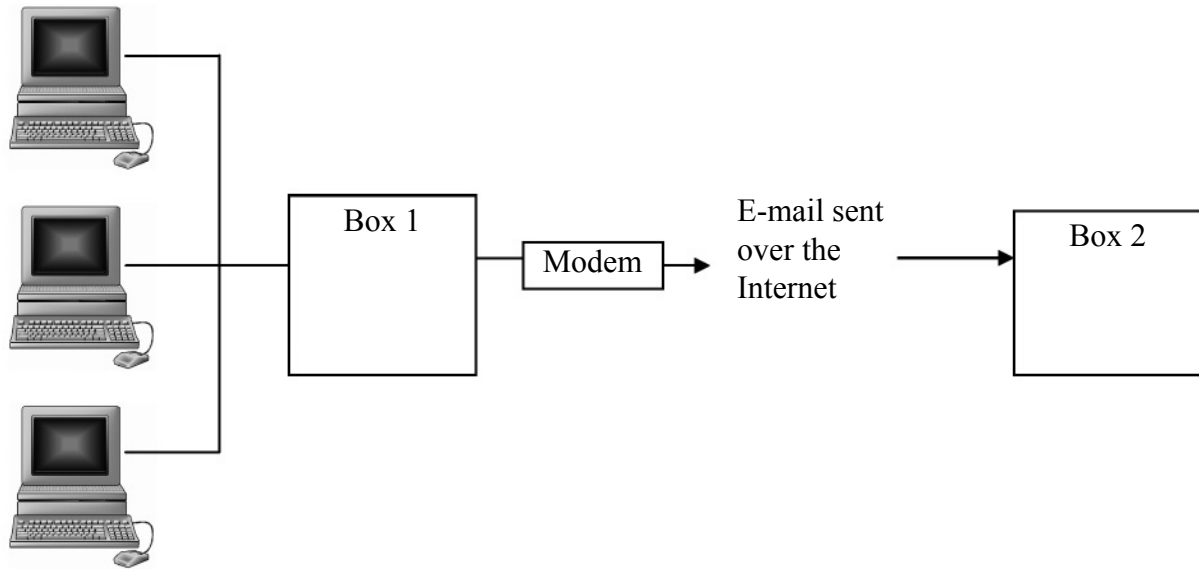
| | Tick two boxes |
|---|-----------------------|
| The computer room door should always be open | |
| The computer room should not be on the ground floor | |
| The computers should be clamped to the desks | |
| The burglar alarm should not be activated | |
| The computers should be placed where they can be seen by people walking past the school | |

(2 marks)

Turn over ►



- 11 This is a diagram of a computer network used by a small business.



Write **one** label in Box 1 and **one** label in Box 2 above to describe what hardware should be in them.

| Label | Description |
|-------|---|
| A | Scanner server |
| B | Internet Service Provider's e-mail server |
| C | Printer server |
| D | File server |
| E | Computer server |

(2 marks)

- 12 A music fan has a large CD collection. The music files on these CDs have been copied and converted to mp3 format and saved on the computer's hard disk. The music fan is considering whether to sell the original CDs.

Tick **two** boxes to show reasons why the music fan might **not** sell the CDs.

| | Tick two boxes |
|--|-----------------------|
| Selling the CDs frees up shelf space | |
| Copyright permission to play the music goes with the CDs | |
| The CDs are collectable and will increase in value | |
| The music fan would like to sell the CDs to friends | |
| Copying the CDs takes up storage space on the computer's hard disk | |

(2 marks)



- 13 Fill in the journey planner dialogue box below to find out about trains from Manchester Piccadilly to Bradford Interchange on the 30th January departing at 16.15 hours.

JOURNEY PLANNER

From:

To:

Date:

Time: :

☐ **Departing**
☐ **Arriving**

☐

(2 marks)

- 14 A student uses different sources of information.
Write **one** label next to each description to show which source of information is being described.

| Label | Source of information |
|-------|-----------------------|
| A | Newspaper |
| B | Wiki |
| C | Podcast |
| D | Text message |
| E | Map |

| Description | Write one label in each box |
|--|------------------------------------|
| A short message received from a friend on the student's mobile phone | |
| A website used like a dictionary that allows anyone to edit it | |

(2 marks)

Turn over ►



- 15** A student is using a word processor to write a 2000 word essay. The student wants to make sure that the words 'there' and 'their' have been used where they make sense.

Tick **two** boxes to show which processes the student should carry out.

| | Tick two boxes |
|--|-----------------------|
| The student should use the word processor to automatically replace all occurrences of 'there' with 'their' | |
| The student should use the word processor to find each occurrence of 'there' and replace it with 'their' when necessary | |
| The student should use the word processor to automatically replace all occurrences of 'there' with 'their', then automatically replace all occurrences of 'their' with 'there' | |
| The student should not need to use the word processor to find 'there' and replace it with 'their' because the spelling checker will make sure words are correctly spelt | |
| The student should use the word processor to find each occurrence of 'their' and replace it with 'there' when necessary | |

(2 marks)

- 16** Tick **two** boxes to show technologies used to identify people.

| | Tick two boxes |
|---|-----------------------|
| Finger print scan | |
| OMR (Optical Mark Recognition) | |
| RFID (Radio Frequency Identification) | |
| MICR (Magnetic Ink Character Recognition) | |
| Chip and PIN | |

(2 marks)

- 17** Write down the labels in order to show how a chart from a spreadsheet could be included in a presentation.

| Label | |
|-------|--|
| A | Highlight the chart in the spreadsheet |
| B | Position the cursor in the presentation software |
| C | Select paste |
| D | Select copy |

| Label |
|-------|
| |
| |
| |
| |

(2 marks)



- 18** Proof read this text and underline the errors.

Podcasting is a term made up up from the name of the Apple 'iPod' and the word 'broadcasting'. It is a method of publishing which allows Internet users receive to new information automatically. It first became popular in 2004 and often uses audio and video.

(2 marks)

- 19** Write down the labels in order to show how a supermarket receipt can include the description and price of an item.

| Label | |
|-------|---|
| A | The description and price are printed on the receipt |
| B | The bar code is used to look up the description and price on a database |
| C | The description and price are sent to the checkout |
| D | The bar code is sent to the supermarket's computer |
| E | The bar code is scanned at the checkout |

| Label |
|-------|
| |
| |
| |
| |
| |

(2 marks)

Turn over for the next question

Turn over ►



20 Some businesses give old ICT hardware to charities to send to schools in developing countries.

20 (a) Tick **one** box to show an advantage of doing this.

| | Tick one box |
|---|---------------------|
| Children can go to school every day | |
| ICT software is used for longer before it is thrown out | |
| ICT hardware is used for longer before it is thrown out | |
| Children can learn Art | |
| Children can learn Mathematics | |

(1 mark)

20 (b) Tick **one** box to show a disadvantage of doing this.

| | Tick one box |
|---|---------------------|
| Developing countries do not use wireless networks | |
| Mobile phones cannot be used in developing countries | |
| Satellite TV signals cannot be received in developing countries | |
| Hardware may be dumped rather than properly recycled | |
| Software may be dumped rather than properly recycled | |

(1 mark)

21 Tick **two** boxes to show the impact of the increasing use of ICT on the British way of life.

| | Tick two boxes |
|--|-----------------------|
| Disabled people are increasingly isolated | |
| People with similar interests find it easier to get in touch | |
| It is much easier to lose contact with friends from school | |
| Computer games are less popular than they were 10 years ago | |
| The length of time young people spend on the Internet is increasing leaving less time for other activities | |

(2 marks)



- 22 The sentence below will be used in a book intended for primary school pupils.

Complete the sentence using words from this list.

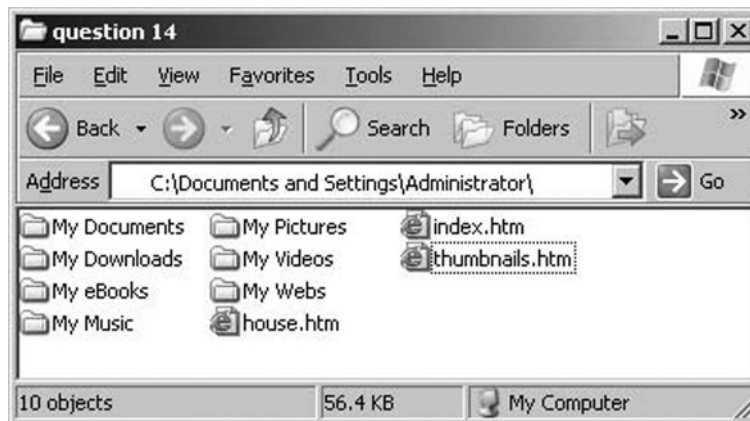
busy
bad
congested
easy
inclement

Travel is much slower when the weather is and the motorway is

.....

(2 marks)

- 23 Look at this image.



Microsoft ® Windows Explorer

Tick **two** boxes to show which of the following are true.

| | Tick two boxes |
|---|-----------------------|
| The file thumbnails.htm is in a folder named My Webs | |
| The folder My Pictures is likely to contain mainly .mp3 files | |
| The file index.htm is likely to be a web page | |
| The full pathname of the file house.htm is C:\Documents and Settings\Administrator\My Webs\house.htm | |
| The folder My Music is a subfolder of the folder Administrator | |

(2 marks)

Turn over ►



24 Write **one** label next to each description to identify the type of ICT problem.

| Label | Type of ICT problem |
|-------|---------------------|
| A | Software freeze |
| B | Window dialogue |
| C | Storage full |
| D | Paper jam |
| E | Information sheet |

| Description | Write one label in each box |
|---|------------------------------------|
| An error occurs when attempting to save 900 megabytes of music files on a CD that can store up to 700 megabytes | |
| The monitor screen does not respond to input and the display is unchanged | |

(2 marks)

25 Write **one** label next to each description to identify the defence against the security threat.

| Label | Defence |
|-------|----------------|
| A | Spam filter |
| B | Pop up blocker |
| C | Firewall |
| D | Virus scan |
| E | Backup |

| Description of security threat | Write one label in each box |
|---|------------------------------------|
| E-mail is flooded with unwanted advertising | |
| The hard disk is damaged and data is lost | |

(2 marks)



- 26** During a thunder storm, lightning strikes an electricity pylon and a home worker's wireless router is destroyed.

Complete the sentence using words from this list to show how the wireless router could be protected.

level
surge
interruptable
power
intermittent

The wireless router can be protected from an electric power surge using an uninterruptable

..... supply which has protection.

(2 marks)

- 27** VoIP (Voice over IP) is used to make telephone calls on the Internet.

Tick **two** boxes to show which of the following are true.

| | Tick two boxes |
|---|-----------------------|
| Blogs are a form of VoIP | |
| The sound quality of VoIP calls is usually worse than standard telephone calls | |
| Voicemail must use VoIP | |
| VoIP is less expensive when you telephone someone who is registered with the same VoIP provider | |
| It can be very expensive to make an international telephone call using VoIP compared with a standard telephone call | |

(2 marks)

Turn over for the next question

Turn over ►



28 Tick **two** boxes to show which of the following are true.

| | Tick two boxes |
|--|-----------------------|
| On line banks must have branches in the high street so that customers can withdraw money | |
| If hackers have the password and all the security details, they can steal from a bank account at an on line bank without leaving a trace | |
| Some on line banks do not have branches in the high street and customers have to withdraw money from cashpoints | |
| When customers log on to an on line bank, they are usually asked for two or three randomly chosen characters from their password | |
| On line banks are found near railway stations | |

(2 marks)

29 A car buyer is searching a vehicle database for a blue car with alloy wheels. Car wheels are made of either alloy or steel.

Tick **two** boxes to show which search criteria the car buyer could use.

| | Tick two boxes |
|--|-----------------------|
| Vehicle is a car AND colour is blue AND wheels are NOT steel | |
| Vehicle is a car AND colour is blue OR wheels are alloy | |
| Vehicle is a car OR colour is blue AND wheels are alloy | |
| Vehicle is a car OR colour is blue OR wheels are NOT steel | |
| Vehicle is a car AND colour is blue AND wheels are alloy | |

(2 marks)



- 30** Some people comment that more students get good grades because ICT examinations are getting easier. Other people comment that students know more, understand more and have better ICT skills.

This is a list of people who might have made these comments.

| Label | People who might have made these comments |
|-------|---|
| A | Bus drivers |
| B | Bricklayers |
| C | Actors |
| D | Opposition politicians |
| E | Students |

Write a **different** label next to each comment to show which group of people is most likely to agree with the comment.

| Comment | Write a different label in each box |
|--|--|
| Students get good grades because ICT examinations are getting easier | |
| Students know more, understand more and have better ICT skills | |

(2 marks)

END OF QUESTIONS

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