Province of the
EASTERN CAPE
EDUCATION

DIRECTORATE SENIOR CURRICULUM MANAGEMENT (SEN-FET)

HOME SCHOOLING SELF-STUDY WORKSHEET 59

SUBJECT	COMPUTER APPLICATIONS TECHNOLOGY	GRADE	12	DATE	01/7/20
TOPIC	TRUE AND FALSE: Revision	TERM 1 REVISION		TERM 4 CONTENT	✓
TIME ALLOCATION	20 Minutes				

INSTRUCTIONS	1. This is a Theory Worksheet:
	2. You will need a book to write your answers in and something to write with.
	3. Answer the following questions in your workbook.
	4. **WHERE TO FIND THE ANSWERS:**
	   • You may use your CAT textbook to find the answers or alternatively,
	   • you can use the free downloadable CAT textbook provided by the Department of Basic Education.
	   • See the link below to download this book.
	   THEORY COMPUTER APPLICATIONS TECHNOLOGY:
	   https://drive.google.com/drive/folders/17mOqPgJ1vHiwcErERV10jnEQgd6xpyj-?usp=sharing
	   With thanks to the Department of Basic Education and the sponsorship of MTN this digital book and exercises are utilized by our CAT Grade 12 learners

TIPS TO KEEP HEALTHY

1. **WASH YOUR HANDS** thoroughly with soap and water for at least 20 seconds. Alternatively, use hand sanitizer with an alcohol content of at least 60%.
2. **PRACTICE SOCIAL DISTANCING** – keep a distance of 1m away from other people.
3. **PRACTISE GOOD RESPIRATORY HYGIENE**: cough or sneeze into your elbow or tissue and dispose of the tissue immediately after use.
4. **TRY NOT TO TOUCH YOUR FACE.** The virus can be transferred from your hands to your nose, mouth and eyes. It can then enter your body and make you sick.
5. **STAY AT HOME.**

Indicate whether the following statements are TRUE or FALSE. Choose the answer and write 'true' or 'false' next to the question number (3.1–3.5) in the ANSWER BOOK. Correct the statement if it is FALSE. Change the underlined word(s) to make the statements TRUE. (You may not simply use the word 'NOT' to change the statement.)

EXAMPLES:

QUESTION	ANSWER
Computer program instructions are executed by the <u>CPU</u>.	True
Dot matrix, inkjet and laser are types of <u>keyboards</u>.	False – printers

QUESTION 1

1   The www is the multimedia section or service of the <u>Internet</u>.   (1)

2   The <u>hyperlink</u> is the most suitable database field type for physically storing images in a field.   (1)

3   <u>Hacking</u> refers to the use of techniques like phishing and e-mail spoofing to trick a user into giving out confidential details, such as passwords and account numbers.   (1)

4   The spreadsheet feature which formats cells according to the values they contain is called <u>number</u> formatting.   (1)

5   An e-mail message that warns the reader about a problem such as a virus that does not actually exist is called a <u>hoax</u>.   (1)
                                                                                                                    [5]

QUESTION 2

1   An asterisk used in search criteria is called a <u>wild card</u>.   (1)

2   Linux is a <u>proprietary</u> operating system.   (1)

3   Formatting a USB flash disk will <u>back up</u> any data stored on it.   (1)

4   <u>Grouping</u> can be used to automatically highlight specific values in a spreadsheet according to a rule.   (1)

5   The spreadsheet functions LEFT and RIGHT can be replaced by the function <u>CONCATENATE</u> to get the same result.   (1)
                                                                                                                    [5]