Province of the

EASTERN CAPE

EDUCATION

DIRECTORATE SENIOR CURRICULUM MANAGEMENT (SEN-FET)

HOME SCHOOLING SELF-STUDY WORKSHEET 58

SUBJECT	COMPUTER APPLICATIONS TECHNOLOGY	GRADE	12	DATE	30/6/20
TOPIC	MULTIPLE CHOICE: Revision	TERM 1 REVISION		TERM 4 CONTENT	✓
TIME ALLOCATION	20 Minutes			**TIPS TO KEEP HEALTHY**	

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
		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.**				

Various options are given as possible answers to the following questions. Choose the answer and write only the letter (A–D) next to the question number (2.1–2.10)

QUESTION 1

1   Which ONE of the following would usually be viewed in a browser?

    A   WWW
    B   PAN
    C   USB
    D   UPS   (1)

2   ... is a shortcut commonly used in many programs to save a file.

    A   Alt + S
    B   Shift + S
    C   Ctrl + S
    D   Alt + Shift + S   (1)

3   Which ONE of the following search phrases would typically exclude or ignore the word 'Android' when using a search engine to search for the word 'tablets'?

    A   tablet AND Android
    B   tablet -Android
    C   tablet OR Android
    D   tablet without Android   (1)

4   Which ONE of the following is directly associated with e-mail?

    A   URL
    B   html
    C   SSD
    D   Bcc   (1)

5   A(n) ... is NOT an example of optical storage.

    A   CD
    B   DVD
    C   HDD
    D   BD   (1)

6   Which ONE of the following is a potential threat to the environment, caused by the widespread use of technology?

    A   Increased power consumption
    B   A paperless office
    C   Refilling ink cartridges
    D   Repetitive strain injuries   (1)

7   Which ONE of the following database objects allows a user to enter or view data one record at a time?

A   Table
B   Query
C   Form
D   Report   (1)

8   Which ONE of the following is the abbreviation for the <u>largest</u> unit used to measure storage?

A   MB
B   GB
C   TB
D   KB   (1)

9   The ... is a hardware component that allows a computer to connect to and communicate via a network.

A   BIOS
B   GPU
C   ROM
D   NIC   (1)

10   Which ONE of the following is the most likely reason why all files frequently disappear from the same USB flash drive?

A   The flash drive was connected to a USB 3.0 port.
B   The files are backed up automatically.
C   The flash drive is 'Read Only'.
D   The files were hidden by a virus.   (1)
                                                                                                     [10]

QUESTION 2

1   Which hardware device can create electronic copies of documents by capturing an image?

    A   Printer
    B   Scanner
    C   Stylus
    D   Monitor   (1)

2   Which CPU in the following list is the best choice for video-editing?

    A   i3
    B   i7
    C   Pentium
    D   Celeron   (1)

3   Which storage device will be more likely to break when it is accidentally dropped?

    A   HDD
    B   USB flash disk
    C   SSD
    D   MicroSD card   (1)

4   Non-responding programs are best closed using ...

    A   Disk Cleanup.
    B   System Restore.
    C   Task Manager.
    D   Disk Defragmenter.   (1)

5   If the display on a monitor appears to be the wrong size or out of focus, it may be corrected by changing the ... of the monitor.

    A   position
    B   brightness
    C   resolution
    D   contrast   (1)

6   The function =SUM(A1:B2) will add values in ...

    A   all cells in rows 1 and 2.
    B   cells A1, A2, B1 and B2.
    C   cells B1 and B2.
    D   all cells in columns A and B.   (1)

7   Using a wizard to get data from a CSV file into an application is called …

    A   exporting.
    B   spooling.
    C   importing.
    D   compressing.   (1)

8   Which ONE of the following devices in a LAN is more likely to have a built-in firewall?

    A   Printer
    B   Router
    C   Mobile client
    D   Workstation   (1)

9   A pattern of change in data over time is best described by the term …

    A   trend.
    B   process.
    C   thread.
    D   graph.   (1)

10   Which ONE of the following processes is useful when analysing data?

    A   Recycling
    B   Cleaning
    C   Archiving
    D   Comparing   (1)
                                                                      [10]