*Student's Assessment Number*_____

THE UNITED REPUBLIC OF TANZANIA
NATIONAL EXAMINATIONS COUNCIL OF TANZANIA
FORM TWO NATIONAL ASSESSMENT

036 INFORMATION AND COMPUTER STUDIES

Duration: 2:30 Hours **Year: 2025**

Instructions

1. This paper consists of sections A, B and C with a total of **ten (10)** questions.
2. Answer **all** questions in the spaces provided.
3. Section A and C carry **fifteen (15)** marks each and section B carries **seventy (70)** marks.
4. All answers must be written in **blue** or **black** ink.
5. Communication devices and any other unauthorised materials are **not** allowed in the assessment room.
6. Write your **Assessment Number** at the top right corner of every page.

FOR ASSESSOR'S USE ONLY		
QUESTION NUMBER	**SCORE**	**ASSESSOR'S INITIALS**
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
TOTAL		
CHECKER'S INITIALS		

2 519036 100014

*Student's Assessment Number*_____

SECTION A (15 Marks)

Answer **all** questions in this section.

1. For each of the items (i) - (x), choose the correct answer from the given alternatives and write its letter in the box provided.

(i) Which combination of keys would you use to save a file without changing its name?

A Ctrl + S B Ctrl + A
C Ctrl + F D Ctrl + V

(ii) Why computer files are stored in a Read Only Memory (ROM)?

A To enhance the efficient access of files
B To restrict changes of files done by the user
C To manage easily users accounts and files
D To maximize users working storage

(iii) Which technology was developed in the fourth generation computers and is used in digital devices such as watches and calculators?

A Transistors B Vacuum tubes
C Microprocessor D Artificial intelligence

(iv) Which feature would you use to combine two or more adjacent cells of a table typed in Microsoft Word document?

A Combining the cells B Grouping the cells
C Joining the cells D Merging the cells

(v) What type of topology rise the collision in a system after increasing the number of computers in a Local Area Network?

A Bus topology B Ring topology
C Star topology D Mesh topology

(vi) Suppose you are using a computer in a place where there is frequent fluctuation of electricity, which device would you use to prevent the computer from being damaged?

A Voltage regulator B Surge protector
C Generator D UPS

(vii) Which storage media will the files be more secured from being infected by computer viruses?

A Flash disc B Hard disc
C CD ROM D Memory stick

(viii) Which application software is suitable for calculating daily sales, profit and loss?

A Presentation B Spreadsheets
C Word processing D Desktop publishing

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(ix) Pili is a Form One student who wants to compose and send an electronic letter but had a problem of identifying the appropriate program to use. Which software would you advise her to use?

A Search engine
B Internet explorer
C Google chrome
D Google mail

(x) Why is it important to report to the teacher when the student cannot attend class session?

A To avoid corporal punishment from the teacher
B To provide a teacher with an awareness of the student absence
C To avoid being expelled from school
D To provide a student extra exercise from the teacher

2. Match the functions of software in **List A** with their corresponding types of software in **List B** by writing the letter of the correct response below the item number in the table provided.

List A	List B
(i) Controls all activities of the computer. (ii) Conducts specific activities demanded by the user. (iii) Responsible for computer management and common services. (iv) Links external peripheral devices or external links to the operating system. (v) Enables more than one computer to share files.	A Application software B Operating system software C Utility software D Disc operating system software E Network software F Drivers software G Computer software

Answers

List A	(i)	(ii)	(iii)	(iv)	(v)
List B					

*Student's Assessment Number*_____

SECTION B (70 Marks)

Answer **all** questions in this section.

3. A computer teacher has assigned Form Two students to visit different institutions where computers are employed in performing the daily activities.

(a) Identify three institutions you would suggest to be visited by the students.

(i) _____

(ii) _____

(iii) _____

(b) Explain one function of computer for each institution identified in 3 (a).

(i) _____

_____

_____

(ii) _____

_____

_____

(iii) _____

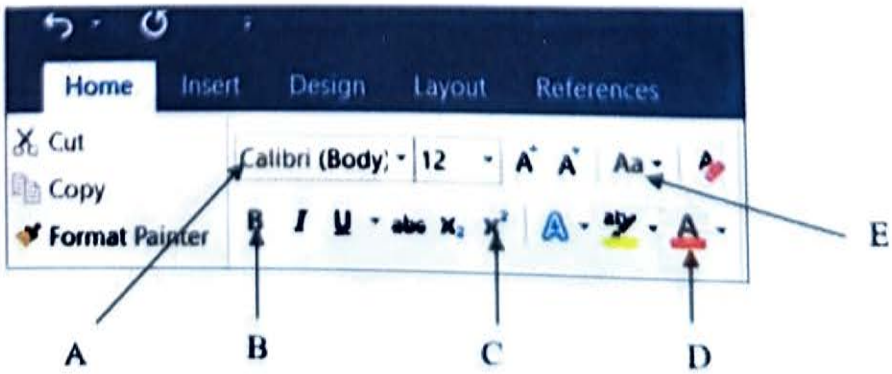
_____

_____

(c) Identify one component of the computer system that is expected to be found in the visited institutions.

_____

4. (a) Joe a Form Two student typed his assignment using Microsoft word. He used the formatting features labeled with letters as shown in the following snapshot. Study it carefully and answer the questions that follow:



What is the function of features labeled with letters A, B, C, D and E?

(i) Letter A _____

(ii) Letter B _____

(iii) Letter C _____

(iv) Letter D _____

(v) Letter E _____

(b) How would you insert the page number at the top of the document and aligned at center? Give five steps.

(i) _____

_____

(ii) _____

_____

(iii) _____

_____

(iv) _____

_____

(v) _____

_____

5. The Manager at Swaga hospital wants to design a Local Area Network (LAN) using a star topology that enables six doctors to access patients' records over the network. However, the manager does not understand the physical arrangement of the intended network.

(a) Draw a labeled physical topology of the intended network.

(b) What are the two benefits that the doctors will experience in using the established LAN?

(i) _____

_____

(ii) _____

_____

(c) What are the two disadvantages of using the intended topology at the hospital?

(i) _____

_____

(ii) _____

_____

6. You have been provided with a computer which is installed with Microsoft Windows 10, Microsoft office 2016, Avast antivirus and Internet browser that are saved in a hard disk.

(a) Identify the type of each software installed in the computer.

(i) Microsoft Windows 10_____

(ii) Microsoft office 2016_____

(iii) Avast antivirus_____

(b) Explain the function of each type of software identified in 6 (a).

(i) _____

_____

_____

_____

_____

(ii) _____

_____

_____

_____

_____

(iii) _____

_____

_____

(c) Why was the software installed in Hard disk drives of the computer? Give one reason.

7. (a) Explain the concept of internet.

(b) Describe three uses of internet at school.

(i)

(ii)

(iii)

(c) Identify two software that facilitates the use of electronic mail.

(i)

(ii)

8. A class teacher prepared the Terminal Assessment Results (TAR) for Form Two 2025 students as presented in Figure 1.

	A	B	C	D	E	F	G	H
1	**StudentID**	**Name**	**History**	**Geography**	**Language**	**Total**	**Average**	**Status**
2	1001	Resha Bali	23	78	11	112	37.3333	FAIL
3	1002	Zegele Bwede	76	54	56	186	62	PASS
4	1003	Swanga Ndele	67	45	70	182	60.6667	PASS
5	1004	Braza Kibondo	54	25	69	148	49.3333	FAIL
6	1005	Zamwa Kijoti	76	45	82	203	67.6667	PASS

Figure 1

(a) Which function computes an average marks for the first student?

_____

(b) Which four steps would you follow to format average marks into one decimal place?

(i) _____

(ii) _____

(iii) _____

(iv) _____

(c) Before submission of the results to the academic master, the teacher remembered that he had forgotten to add the title "**TERMINAL ASSESSMENT RESULTS FOR FORM TWO 2025**". How will the teacher accomplish this task? Give five steps.

(i) _____

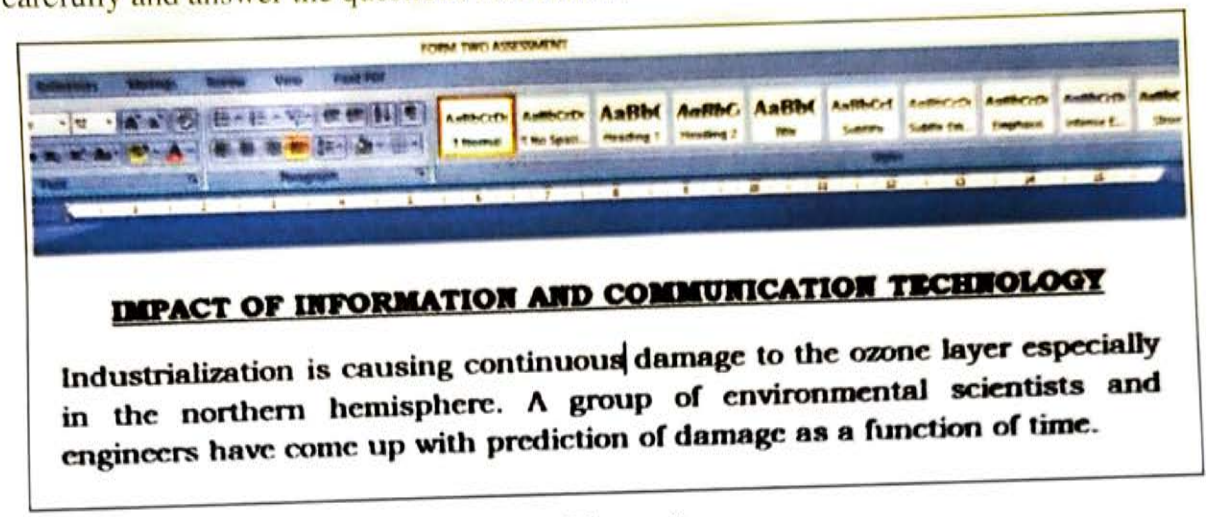
(ii) _____

(iii) _____

(iv) _____

(v) _____

9. A secretary of a certain school typed an information presented in Figure 2. Study it carefully and answer the questions that follow.



IMPACT OF INFORMATION AND COMMUNICATION TECHNOLOGY

Industrialization is causing continuous damage to the ozone layer especially in the northern hemisphere. A group of environmental scientists and engineers have come up with prediction of damage as a function of time.

Figure 2

(a) Which program was used to create the file given in Figure 2?

_____

(b) What is the name of the file given in Figure 2?

_____

(c) How would you save the file identified in 9 (b) for the first time on a desktop? Give five steps.

(i) _____

(ii) _____

(iii) _____

(iv) _____

(v) _____

(d) Figure 2 shows that the secretary clicked between the continuous and damage text after typing. What will happen when the following keyboard keys are pressed?

(i) Home key

_____

_____

_____

(ii) Delete key

(iii) Backspace key

SECTION C (15 Marks)
Answer question **ten (10)**.

10. Explain four advantages and two disadvantages of using the traditional ways of disseminating information in the society.

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