THE UNITED REPUBLIC OF TANZANIA
NATIONAL EXAMINATIONS COUNCIL OF TANZANIA
CERTIFICATE OF SECONDARY EDUCATION EXAMINATION

036/1 INFORMATION AND COMPUTER STUDIES 1

(For Both School and Private Candidates)

Time: 3 Hours **Year: 2023**

Instructions

1. This paper consists of sections A, B and C with a total of **eleven (11)** questions.
2. Answer **all** questions in sections A and B, and **two (2)** questions from section C.
3. Section A carries **sixteen (16)** marks, section B **fifty four (54)** marks and section C carries **thirty (30)** marks.
4. Cellular phones and any unauthorized materials are **not** allowed in the examination room.
5. Write your **Examination Number** on every page of your answer booklet(s).

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SECTION A (16 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 beside the item number in the answer booklet provided. **(10 marks)**

(i) What is the function of  tool as used in Microsoft Access?

A To create table B To create query C To create relationship
D To create report E To create form

(ii) Form One students reported some school laboratory computers malfunctioning. The investigation of the reported problem revealed the failure of data transfer in the CPU. Which part caused the reported problem?

A ALU B CU C Memory
D RAM E ROM

(iii) You were asked to prepare a presentation on the importance of studying the computer studies subject. What kind of software will you use to accomplish the task?

A Microsoft Publisher B Microsoft PowerPoint
C Microsoft Word D Microsoft Excel
E Microsoft Access

(iv) How can you differentiate third computer from second computer generation?

A Third computer uses transistor while second computer use vacuum tube.
B Third computer uses vacuum tube while second computer use transistor.
C Third computer uses microprocessor while second computer use transistor.
D Third computer uses integrated circuits while second computer use transistor.
E Third computer uses artificial intelligence while second computer use transistor.

(v) A subject teacher wants to assign the position of his students using the Microsoft excel program as given in the following figure. Which function would you suggest to be used by a teacher to perform the intended task?

	A	B	C
1	NAME	MARKS	POSITION
2	ALI	56	
3	OMAR	52	
4	KOMBO	62	
5	AMIN	80	

A =RANK(B2, $B$3:$B$5) B =RANK ((B2, B3:B5)
C =RANK(B2, $B$2:$B$5) D =RANK ((B2, $B2:$B5)
E =RANK(B2, 3B: 5B)

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(vi) Sikujua designed a brochure for her ICT club members. She wants to produce 20 printouts of her work. Which one represents the correct procedures for accomplishing her goal?

A Click print, click file menu, select printer, type 20 copies then click print.
B Click file menu, select printer, click print, type 20 copies then click print.
C Click file menu, type 20 copies, click print, select printer and then click print.
D Click file menu, click print, select printer, type 20 copies then click print.
E Select printer, click file menu, click print, type 20 copies then click print.

(vii) You have been invited to prepare Form Four graduation songs in a digital audio file. Which one would be your initial step for the task?

A Digitising the analog material
B Setting proper recording levels
C Balancing the sound quality
D Increase higher audio beats
E Determining digital audio size

(viii) Your school secretary wants to see thumbnails of all Microsoft Power Point slides for easily rearrangement. Which type of a view would you suggest to be used to accomplish the task?

A Normal B Reading C Outline
D Notes page E Slide sorter

(ix) Which attribute led the display of default statement "Enter your name" appeared in the following HTML textbox?



A Value B Name C Input
D Default E Selected

(x) Why is it important to preview the document before printing?

A It minimizes the consumption of cartilage to be used.
B It helps to reduce typographical errors within the document.
C It corrects spelling and formatting mistakes made.
D It regulates automatically the margin of the document.
E It gives the assurance of the document to be printed.

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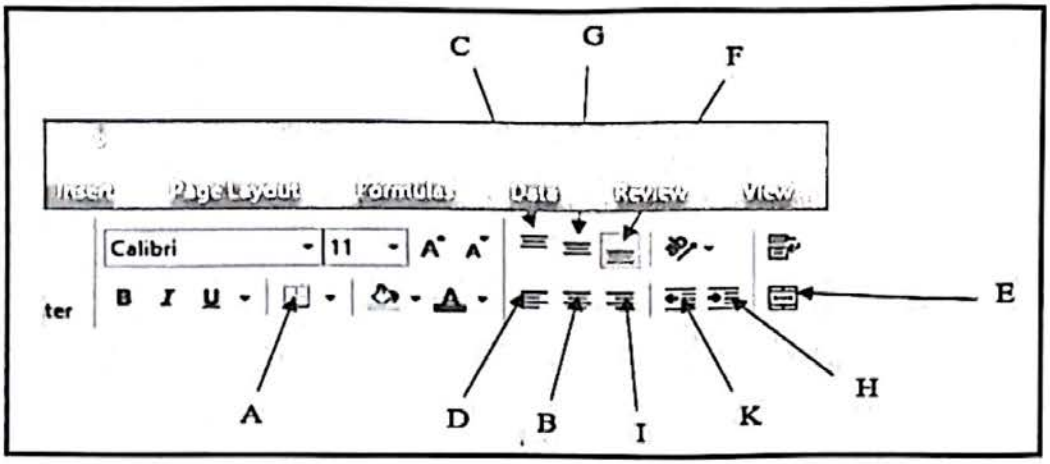
2. Match the descriptions of the text button alignment used in Microsoft excel in **List A** with the corresponding alignments in **List B** by writing the letter of a correct answer beside the item number in the answer booklet provided. **(6 marks)**

List A

(i) It aligns the cell contents to the top edge of the cell.
(ii) It aligns the cell contents to the right edge of the cell.
(iii) It aligns the cell contents to the left edge of the cell.
(iv) It centers the cell contents horizontally within the cell.
(v) It aligns the cell contents to the bottom edge of the cell.
(vi) It centers the cell contents vertically within the cell.

List B



SECTION B (54 Marks)
Answer **all** questions in this section.

3. What is the function of each of the given database objects?
(a) Form **(1 mark)**
(b) Table relationship **(2 marks)**
(c) Macros **(2 marks)**
(d) Query **(2 marks)**
(e) Report **(2 marks)**

4. You have been assigned to create an e-mail account for effective communication for your further studies.
(a) Which program would you use to accomplish the task? **(1 mark)**
(b) Which steps would you follow to accomplish the task? **(3 marks)**
(c) Briefly explain the use of spam, Carbon Copy, and Blind Carbon Copy in the electronic mail. **(5 marks)**

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5. The academic master created the computer backup by using a storage medium located within the same office. Suddenly the office got fire caused by electricity problem and the data were lost.
   (a) Identify the method of backup done by the academic master. **(1 mark)**
   (b) Explain three benefits of the method of backup identified in 5 (a). **(6 marks)**
   (c) Which method of backup could be used to avoid the problem that happened? Give one reason. **(2 marks)**

6. Form Six students complained that, their graduation video film had poor quality in term of order, size, color and transitions. The analysis done showed that one of the stages in preparing the video was skipped.
   (a) Identify the skipped step. **(1 mark)**
   (b) Explain four procedures you would follow to accomplish the skipped step? **(8 marks)**

7. Study carefully the following HTML codes and answer the questions that follow:

```
<! DOCTYPE HTML PUBLIC "-//W3C// DTD HTML 4.0 Transitional// EN">----1
<html>----2
<body bgcolor="white">----3
<br><br>----4
<h2 align="center">Please! Fill Your Information Correctly</h2>----5
<form>----6
<table align="center">----7
<tr>----8
<td>Name:</td><td><input type="text" placeholder="Enter FullName" name=""></td>----9
</tr>----10
<tr><td colspan=2><b>Data for Information</b></td></tr>----11
</table>----12
<img src= "Crane.jpg" Align = "right">----13
</form></body></html>----14
```

   (a) Which line had the tag used for inserting picture? **(1 mark)**
   (b) What is the function of the HTML tags presented by line 6, 8 and 11? **(3 marks)**
   (c) What will happen if the tag presented by line 3 will be deleted? **(1 mark)**
   (d) If line 11 and 13 were deleted from the given codes, what will be the output? **(4 marks)**

8. (a) A company is planning to conduct a minor LAN renovation by connecting all computers and other devices to a central server.
      (i) Identify the type of network physical topology to be designed. **(1 mark)**

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(ii) Why did the company choose the type of topology identified in 8 (a)? Give two reasons. **(2 marks)**

(b) If the designed network would be modified to WLAN. What advantages will the company experience with the new design? Give two advantages. **(6 marks)**

SECTION C (30 Marks)

Answer **two (2)** questions from this section.

9. ESC Ltd is a company which uses the face to face way of selling its devices. The company marketing officer decided to adapt the electronic commerce to widen their business. However, he/she had limited knowledge of this approach. Explain to him/her three benefits and three limitations that the company will face by adapting the new system. **(15 marks)**

10. A school management asked you to design a certificate for the best oral presenter award in the final year projects presentation session. In accomplishing the task, you decided to use the Microsoft Desktop Publisher program. Why have you decided to use such a program? Explain by giving five points. **(15 marks)**

11. The director of the Computer Supplier Company Ltd conducted the press conference to inform the customers about proper ways of handling electronic devices. After the conference, most of the customers complained that the communication done was not effective. Analyze four factors that attributed to the reported problem. **(15 marks)**

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