



EXAMINATIONS COUNCIL OF ZAMBIA
JUNIOR SECONDARY SCHOOL LEAVING EXAMINATION (GRADE 9) – 2021

Computer Studies 402/1

(INTERNAL CANDIDATES)

Time: 1 hour 45 minutes

Marks: 70

Instructions to Candidates

- 1** Pull out the **inserted Answer Booklet** from the question paper.
- 2** Write your **examination number, school/centre name and code** on the inserted **Answer Booklet**.
- 3** Ensure that you **write** your **examination number** on **every page** of the **Answer Booklet**.
- 4** There are **three** sections in this question paper, **Section A, B and C**. Answer all the questions in all **three** sections.
 - (i)** In **Section A**, for each question, **four** suggested answers **A, B, C and D** are given. Choose the best answer and mark it on the answer grid provided in the **Answer Booklet**.
 - (ii)** For **Sections B and C**, write all your answers in the spaces provided in the **Answer Booklet**.

Information for Candidates

Cell phones are **not allowed** in the examination room.

SECTION A [20 marks]

Answer **all** questions. Mark your answers with a **cross (X)** on the Answer Grid provided in the Answer Booklet.

- 1 An example of an output device is a ...
 - A mouse click.
 - B mouse pad.
 - C touch pad.
 - D touch screen.
- 2 What mathematical operation is performed when a forward slash is placed between two numeric values in a spreadsheet?
 - A Addition
 - B Division
 - C Multiplication
 - D Subtraction
- 3 Which of the following is an optical storage medium?
 - A Compact disc
 - B Hard drive
 - C Flash drive
 - D Memory card
- 4 A gigabyte is equivalent to ...
 - A 1, 024 bytes.
 - B 1, 024 kilobytes.
 - C 1, 024 megabytes.
 - D 1, 024 terabytes.
- 5 Which action is performed when the following keyboard keys are pressed together?

CTRL

V

- A Copy
 - B Cut
 - C Paste
 - D Undo
- 6 How are files transferred from the computer to the Internet? By ...
 - A downloading.
 - B saving.
 - C surfing.
 - D uploading.

- 7 Which of the following health problems is linked to prolonged use of computers?
- A Athletes foot
 - B Brain tumour
 - C Stomach pain
 - D Wrist pain
- 8 A ... is an electronic document or file stored on a computer.
- A soft copy
 - B print copy
 - C hard copy
 - D flash copy
- 9 A group of characters that identify a specific user of a computer system is known as ...
- A pass code.
 - B password.
 - C user account.
 - D user name.
- 10 Convert 4096 bytes to kilobytes.
- A 5.5 kilobytes
 - B 4.2 kilobytes
 - C 4.0 kilobytes
 - D 0.4 kilobytes
- 11 What feature do the letters **I** and **M** represent in the term **WIMP**?
- A Icons and Menus
 - B Icons and Motherboard
 - C Internet and Menus
 - D Internet and Motherboard
- 12 Which of the following controls the processes in a washing machine?
- A Hard drive
 - B Memory
 - C Microchip
 - D Spinner
- 13 The loss of human skills and the acquired knowledge to computer systems is known as ...
- A computerising.
 - B deskilling.
 - C job loss.
 - D reskilling.

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14 Which of the following application software uses the extension docx on saved files?

- A Microsoft Excel
- B Microsoft PowerPoint
- C Microsoft Publishing
- D Microsoft Word

15 The figure below shows part of a spreadsheet used to keep marks obtained by students in a test.

	A	B	C
1	Surname	Other name(s)	Mark
2	Bwalya	Peter	72
3	Banda	Kondwani	83
4	Sombo	Mubita	76

Which of the following functions can be used to count the number of students using column B?

- A =count(B2:B4)
- B =countA(B2:B4)
- C =countIFC(B2:B4)
- D =countSum(B2:B4)

16 A network between organisations that allow external users to have limited access to their resources is called ...

- A Extranet.
- B Intranet.
- C Local Area Network.
- D Wide Area Network.

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17 Which of the following is **not** a web browser?

- A Chrome
- B Google
- C Internet Explorer
- D Mozilla Firefox

18 In a spreadsheet, AA, AB and BZ are examples of ...

- A alphanumeric.
- B cell addresses.
- C column labels.
- D formulae.

19 The process of preparing a magnetic disk to be used for the first time is called ...

- A coding.
- B decoding.
- C encoding.
- D formatting.

- 20 The resources of a private network can be protected from outside users using a
- A firewall.
 - B router.
 - C server.
 - D switch.

SECTION B [20 marks]

There are fifteen (15) questions in this section.

Answer all the questions in this section by using one word or a short phrase. Write all your answers in the Answer Booklet provided.

- 1 A byte is equal to bits. [1]
- 2 and are examples of personal computers. [2]
- 3 The acronym I.S.P stands for [1]
- 4 Escape (Esc) key on the keyboard allows a user to an operation. [1]
- 5 The application software that models the cash coming in and going out of a business is [1]
- 6 Changing the properties of a document is called while changing content of a document is [2]
- 7 is a part of a smartphone that takes in commands and displays the output. [1]
- 8 In a spreadsheet, G9 is an example of [1]
- 9 A is a pattern of thick and thin lines which are scanned to quickly identify a product. [1]
- 10 The keyboard buttons and when pressed together is an instruction for 'select all' text or icons. [2]
- 11 are processed facts and figures that provide meaning to the user. [1]
- 12 A duplicate of an original file kept off-site for future reference is known as [1]
- 13 and are examples of programmes that corrupt and destroy computer files. [2]
- 14 A printer that produces images made up of several individual dots is, and the type of printer that uses heat to transfer images from the printhead to paper is [2]
- 15 A set of instructions that allow hardware to communicate on a computer system is known as [1]

SECTION C [30 marks]

There are five questions in this section.

Answer all the questions in the Answer Booklet provided.

- 1 The following diagram shows part of an Excel spreadsheet document.

	A	B	C	D
1		FUEL COST ANALYSIS		
2	Car Number Plate	Amount of fuel used	Cost of fuel per litre (ZMW)	Cost of fuel used (ZMW)
3	ABC 3070	410	18.50	
4	ADD 1717	215	17.25	
5	AXL 5720	360	18.50	
6	ADC 2021	290	17.25	
7	LMN 4147	375	18.50	
8				

- (a) Which cells were merged? [1]
- (b) Write a formula that can be used in cell D3 to calculate the cost of fuel used. [2]
- (c) Explain the steps involved to replicate the formula in cell D3 through to D7. [2]
- (d) What type of data is presented in cell C4? [1]
- 2 Mr Nzulu has a café where he provides different Internet services.
- (a) Apart from a computer, name **one** hardware needed to connect to the Internet. [1]
- (b) State **two** services provided at the Internet café. [2]
- (c) Give **one** disadvantage of connecting a computer to the Internet. [1]
- (d) Explain why it is important to log out of a user account after using the Internet. [2]
- 3 A school uses a memory stick as a backup device to store Computer Studies assessment projects.
- (a) Name **two** other storage devices that the school could use to store Computer Studies assessment projects. [2]
- (b) Give **two** advantages of using the memory stick. [2]
- (c) Explain why it is important to backup information regularly. [2]

- 4 Computer devices are common in home appliances and office equipment.
- (a) Name **one** home appliance and **one** office equipment that is controlled by a microprocessor. [2]
 - (b) Give **two** disadvantages of introducing computers in a work place. [2]
 - (c) Explain how a computer can be used to monitor criminals or thieves. [2]
- 5 Electrocutation can be a safety hazard in a Computer Laboratory.
- (a) Give **one** cause of electrocution that might occur in a Computer Laboratory. [1]
 - (b) Explain how electrocution can be prevented in a Computer Laboratory. [2]
 - (c) State **two** general safety rules for a Computer Laboratory which learners must follow when using computers. [2]
 - (d) Give **one** health problem that may result from using a fixed chair. [1]