

*Examination papers and memoranda can sometimes 'date' with time, especially in a dynamic subject such as CAT.
In some cases additional options or answers may now be applicable, while others may no longer be applicable.*

Study Opportunities

November 2012

COMPUTER APPLICATIONS TECHNOLOGY

Grade 10

Paper 2 – Written question paper

MEMORANDUM

Time: 2 hours

Total: 120

SECTION A

Question 1

1.1	1.2	1.3	1.4	1.5	1.6	1.7	1.8	1.9	1.10
D	B	C	C	B	A	D	C	B	D

✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓

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Question 2

2.1	2.2	2.3	2.4	2.5	2.6	2.7	2.8	2.9	2.10
E	O	J	A	S	H	G	M	I	L
HTML	RSI	JPG	HTTPS	MICR	IM	Ctrl+P	GUI	EULA	ADSL

✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓

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Section B

Question 3

- 3.1 2.2 GHz ✓ (1)
- 3.2 1 024 GB (also accept 1 000 GB) ✓ (1)
- 3.3 8 GB ✓ (1)
- 3.4 Memory is used to temporarily hold instructions/data/programs in use/being processed. ✓
Storage is used to store/save data/software on a permanent basis. ✓ (2)
- 3.5.1 Windows 8 ✓ (1)
- 3.5.2 Any TWO reasons: ✓✓ (2)
- Controls/coordinates all activities that take place in a computer
 - Provides the user an interface to work with the computer
 - Controls all the input/output (devices) on the computer
 - Controls the access to/storing of programs and data on storage
 - Coordinates the loading of programs and data needing to be processed into memory etc.
- 3.6 Size ✓ Measured in inches ✓ (2)

- 3.7.1 Ergonomics is a study of the interaction between a user, their equipment and the environment in which they work ✓ (1)
- 3.7.2 Palm rest / curved keyboard / soft-touch keys ✓ (2)
- 3.7.3 Any TWO tips: ✓✓
 Take regular breaks
 Ensure that the lighting is adequate
 Use the correct posture when typing at the keyboard
 Make sure that your monitor is positioned at the correct level
 Every once in a while, turn your eyes away from your monitor and focus on something else
- 3.8.1 LibreOffice ✓ (1)
- 3.8.2 Any TWO disadvantages: ✓ (2)
- No guarantee of quality.
 - There are often many different versions of the same product. This could mean that when you work with this software on another computer, it could work and look different than the version you are used to.
 - One can generally only get open source software from the Internet.
 - Open source software is not as widely used.
 - Documentation and support for open source software may not be easy to access.
- 3.9 Any ONE reason: ✓ (1)
- Can work with both CDs and DVDs (backwards compatible)
 - DVD discs provide more storage
 - DVD access is faster
- 3.10 Any TWO reasons: ✓✓ (2)
- Connect the camera to one of the ports via a cable (USB/FireWire)
 Using the card reader to add a memory card from the camera.
 Establish a Bluetooth connection to transfer the photos.
- 3.11.1 Biometric technology measures / scans something physically/ biologically unique to each person. ✓
 It is usually for security/identification/access control. ✓ (2)
- 3.11.2 A user's fingerprint would have to be matched/verified ✓ before they can make use of the flash disk/access the data on the flash disk. (1)
- 3.12.1 FireWire ✓ (1)
- 3.12.2 Plug-and-play allows users to plug in a new hardware device into the computer ✓ and for it to be set-up/configured to run automatically. ✓ (2)
- 3.13.1 It is a port to which devices can be connected ✓ (1)
- 3.13.2 USB 3.0 allows data to be transferred between the computer and a device at a much higher speed than USB 2.0 ✓ (1)

Question 4

- 4.1.1 Capture the message using Print Screen key or a Snipping Tool ✓
Paste in a document/e-mail message ✓
Send the message using her e-mail program. ✓ (3)
- 4.1.2 Non-profit organisation ✓ (.org) based in the UK ✓ (2)
- 4.1.3 Web browser ✓ Internet Explorer / Firefox / Chrome ✓ (2)
- 4.1.4 Software ✓ that allows your computer/operating system to communicate with/control hardware ✓ (2)
- 4.1.5 Temporary storage area on hard disk ✓ where print tasks are sent where they wait until the printer is ready to print them. ✓ (2)
- 4.2 A hint or information that pops up ✓ when resting the cursor/mouse on an icon or object. ✓ (2)
- 4.3.1 Right-clicking with a mouse generally brings up a pop-up menu ✓ with options related to the current activity/context sensitive help. ✓ (2)
- 4.3.2 Pressing the F1 (function) key ✓ usually opens the Help file for the program you are working in. ✓ (2)
- 4.4.1 Yahoo, Ananzi, Bing, etc. ✓ (1)
- 4.4.2 Any TWO tips: ✓✓ (2)
- Use more specific search terms
 - Identify keywords and leave out small or unimportant words
 - Try synonyms
 - Check your spelling
 - Make use of the advanced search options of the browser, etc.
- 4.5 Any TWO of: ✓✓ (besides renaming a file or saving in another location) (2)
- Save as another type of file/exporting
 - Adding/removing a password
 - Compressing pictures in the document etc. (2)
- 4.6 Freeware is fully functioning software ✓ that can be used, and copied without any restrictions. ✓
Shareware is often 'time' limited in that you can use it for a period of time. ✓
After this period or should you wish to get the 'full' version of the program with access to all its features, you will need to pay for it. ✓ (4)
- 4.7.1 Phishing ✓ (1)
- 4.7.2 Hyperlink ✓ (1)
- 4.7.3 You would be taken to a fake/replica website ✓ and asked to log on/enter details. ✓ (2)

- 4.7.4 Any TWO of: ✓✓ (2)
- Will 'supposedly' come from an institution such as a bank
 - Will ask you to click on a hyperlink in the e-mail
 - May contain spelling errors
 - The properties of the hyperlink will indicate a different website as apposed to the text, etc.

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Question 5

- 5.1.1 A program/software ✓ designed to disrupt the normal functioning of a person's computer. ✓ (2)
- 5.1.2 They are 'patterns' that uniquely identify a virus. ✓ (1)
- 5.1.3 New viruses are constantly emerging / computer will not be protected against the latest viruses. ✓ (1)
- 5.1.4 This refers to the amount of data a person is allowed to upload and download ✓ in a fixed period of time, usually a month. ✓ (2)
- 5.2.1 E-mail can be accessed anywhere you have Internet access ✓ (1)
- 5.2.2 Instant Messaging (IM) occurs 'live' or in real-time. ✓ (1)
- 5.2.3 A company ✓ that sells Internet access and services to individuals or organisations for a monthly fee. ✓ (2)

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Section C

Question 6: Integrated scenario

- 6.1 Any TWO of: (apart from the handling of general office administration) ✓✓ (2)
- Publicity/marketing
 - Can trade across time zones ('24/7/365')
 - Improved communications
 - Cost effectiveness/efficiency etc.
- 6.2.1 Using computers/technology ✓ in a way that is sensitive/not harmful to the environment. ✓ (2)
- 6.2.2 Any TWO ways: (besides saving on paper usage) ✓✓ (2)
- Disposing of hardware (e.g. printer cartridges) in a environmentally friendly fashion
 - Upgrading/donating older computers instead of throwing them away
 - Refilling / reusing cartridges
 - Using low-power/energy efficient hardware etc.

- 6.3.1 Any TWO criteria or questions: ✓✓
- Volume of printing required
 - Type of printing e.g. high-quality photos or mainly plain text
 - Speed required
 - Type of media you want to print on etc. (2)
- 6.3.2 Any TWO benefits: ✓✓
- Cheaper than buying individual devices
 - Saves space
 - Provides addition functions e.g. scanning etc. (2)
- 6.4.1 Any TWO broad benefits: ✓✓
- Sharing of resources (hardware and software)
 - Easier to share files/collaborate
 - Cost savings (as a result of sharing hardware etc.)
 - Potentially better security/control of data including backups etc. (2)
- 6.4.2 *NIC* is a controller/interface/card is used to connect the computer to the network/
control the communication between the computer and the network. ✓
Switch is a device used to connect computers/devices in a cabled network ✓ (2)
- 6.5.1 E-mail ✓ (1)
- 6.5.2 Sending the e-mail to the boss and a copy to the mother ✓ Each can see who else
the e-mail has been copied to. ✓ (2)
- 6.5.3 Zipped means use a compression software/zip/ reduce the size of the file ✓
so that it is smaller to send ✓ (2)
- 6.5.4 Any TWO reasons: ✓✓
- So that contents of files cannot be changed
 - So that the recipient does not need the software with which the file was created to
open it/just need the free Adobe Reader to open it
 - Can reduce the file size etc. (2)
- 6.6.1 Merging ✓and right alignment ✓ (2)
- 6.6.2 The results or values are too wide to be displayed in the cell. ✓
Widen the column appropriately. ✓ (2)
- 6.7.1 Hold down the Ctrl key and click on the underlined word ✓ (1)
- 6.7.2 The space bar was used to centre align the heading ✓
Correct it as follows: Remove the extra spaces ✓ Use the Center icon / correct
alignment command ✓ (3)
- 6.7.3 (Automatic) hyphenation ✓ (1)

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