Level 2 IT Principles 2 (7266-121)

City & Guilds

e-Quals 07 Sample Multiple Choice Paper

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Outcome 1 – Prepare peripheral devices and hardware for use

1.	A company having 50 linked workstations would manage the network utilising a			
	a	personal computer		
	b	supercomputer		
	C	server		
	d	micro computer.		
2.	Which type of office computer would best be used to update customer records held in a central location?			
	a	Personal Digital Assistant (PDA)		
	b	Supercomputer		
	C	Mainframe		
	d	Workstation		
3.	Which input device could be used in place of a touch pad on a laptop?			
	а	Speakers		
	b	Trackball		
	c d	Light pen Scanner		
	u	Scarrier		
4.	A customer using an automatic ticket machine at a railway station would usually use a			
	а	mouse		
	b	track ball		
	С	touch screen		
	d	graphics tablet.		
5.	Which of the following is an input device?			
	a	Hard disk		
	b	Scanner		
	С	Speaker		
	d	Printer		
6.	An external disk drive typically uses which type of connector?			
	a	USB		
	b	RJ45		
	С	UTP		
	d	RS232		

7. Printers attached to personal computers

- a never need a connection cable
- b need a driver installed in the application
- c have drivers installed in the operating system
- d do not need to be compatible with the operating system.

8. A Braille keyboard

- a does not exist
- b inputs data only
- c outputs the screen display only
- d both inputs data and reads screen displays.

9. A scanner attached to a laptop

- a never needs a connection cable
- b needs a device driver to be installed
- c works outside of the operating system
- d has drivers installed in the application.

10. Using a high refresh rate on a monitor

- a increases eye strain
- b reduces screen flicker
- c increases screen resolution
- d reduces the available colours.

11. A Local Area Network (LAN) links computers

- a in the same building only
- b in the same or adjacent buildings
- c on a Wide Area Network
- d that always have an external connection.

12. The TCP/IP protocol is a set of rules for the

- a detection of Trojan viruses
- b contents of e-mail messages
- c loading of software applications
- d communication between computers.

13. The software that allows peripherals to link to a system is?

- a A communications package
- b An e-mail programme
- c A device driver
- d A browser application

14. Which storage medium currently purchased, **typically** has the smallest storage capacity? DVD а Hard disk b CD С Memory stick 15. The **most** likely cause of data corruption on a CD is а surface damage fluorescent lighting b magnetic interference С d room temperature. 16. The term **User Friendly** usually refers to efficient peripheral devices a common user interface h a local area intranet С using bespoke software. 17. Integrated software has incompatible user interfaces does not allow exchange of data between its parts b makes it easier to exchange data between its parts С d has no common features between parts. 18. A company has three computers and purchases software that has a two-user licence. The company can legally install the software on а all three computers all three computers but use only two at a time b only two computers and make copies for friends С only two of the computers. 19. Shareware is software that is always free for personal use а b never requires registration С does not have a time limit d requires payment after a trial

Outcome 2 – Maintain directory/folder structures

20.	Which one of the following file data types is an application system file?				
	a	DLL			
	b c	TXT RTF			
	d	DOC			
21.	Which of the following is a file type for graphical images?				
	a b	.dot			
	С	.gif .xls			
	d	.ppt			
22.	An effective directory structure is				
	a b	linear hierarchical			
	С	kinetic			
	d	relational.			
23.	To prevent data loss after a hardware failure, procedures must be in place				
	a	for password checking of users			
	b c	to make regular backups of data to restrict physical access by users			
	d	to make regular archives of software			
Outoo		Lies the executing environment			
Outco	me 3	- Use the operating environment			
24.	Files can have an attribute of?				
	a b	Copy only Delete only			
	С	Write only			
	d	Read only			
25.	A file that is 'Write Protected' cannot be				
	a b	deleted overwritten			
	С	archived			
	d	password protected.			

- 26. A benefit of networking computers means
 - a server failure results in no access to data
 - b information can be shared
 - c higher costs incurred to share hardware
 - d easier transmission of viruses.
- 27. A disadvantage of networking computers is the
 - a cost of installation and maintenance
 - b availability to share information
 - c number of printers required are reduced
 - d ability to create an intranet.
- 28. Data confidentiality can be maintained on a network by
 - a the compression of all data
 - b fixing workstations to desks
 - c regular archiving of sensitive data
 - d restricting access rights to data
- 29. A network printer available to all users is what kind of device?
 - a Local
 - b Shared
 - c Versatile
 - d System
- 30. How can data be protected when a computer is unattended?
 - a Use a pass-worded screen saver.
 - B Remove any external drives.
 - c Attach a screen cover.
 - d Defragment the hard drive.
- 31. Multitasking allows a user to
 - a run and use only one application at a time
 - b share a document with another user and update it
 - c open several applications and switch between them
 - d execute all open applications at the same time
- 32. A dial-up modem would typically have a transmission speed of
 - a 56,000Kbps
 - b 12,000Kbps
 - c) Mbps
 - d 8Mbps

- 33. What would the Broadband speed be for a terminal that is very close to the telephone exchange?
 - a Slower than for terminals a long distance away.
 - b Faster than terminals that are a long way away.
 - c The minimum permitted by the service provider.
 - d It would always be either 2Mbps or 8Mbps

Outcome 4 – Identify Health and Safety Issues and Good Practice

- 34. Ergonomics is the relationship between
 - a employee and employer
 - b the server and the computer
 - c people and their environment
 - d applications and the user
- 35. Power cables in the workplace
 - a can always be overloaded
 - b must be safely secured
 - c can be trailed across walkways
 - d must be checked daily by technicians.
- 36. In order to help reduce eye strain, computer monitors should
 - a have a high refresh rate
 - b have a low refresh rate
 - c be in the VGA format
 - d have adjustment for rotation
- 37. When cleaning computer equipment
 - a follow the cleaners advice
 - b follow to the manufacturers instructions
 - c use only soap and water
 - d make sure the power is on.
- 38. ICT equipment should only be cleaned
 - a using approved materials
 - b by the IT users themselves
 - c with the mains power left on
 - d using the manufacturers contractors.

39.	The act	The action that should be taken when a potential safety hazard is noticed is t			
	a b c d	evacuate the immediate area report it to the appointed person record it and continue working ignore it.			
40.	Boxes blocking a fire escape doorway are				
	a b c d	a problem non-reportable normal practice a hazard.			
		End of test			

ANSWER KEYS

Paper number: 7266-121

Paper title: IT Principles 2

Question Number	Answer	Outcome Reference
1	С	01.01
2	D	01.01
3	В	01.02
4	С	01.02
5	В	01.02
6	A	01.03
7	С	01.03
8	D	01.03
9	В	01.03
10	В	01.04
11	В	01.05
12	D	01.06
13	С	01.07
14	С	01.08
15	A	01.09
16	В	01.10
17	С	01.11
18	D	01.12
19	D	01.13
20	A	02.01
21	В	02.01
22	В	02.02
23	В	02.03
24	D	03.01
25	В	03.01
26	В	03.02
27	A	03.02
28	D	03.03
29	В	03.04
30	A	03.05
31	С	03.06
32	A	03.07
33	В	03.07
34	С	04.01
35	В	04.02
36	A	04.03
37	В	04.04
38	Α	04.04
39	В	04.05
40	D	04.05