Module 1 Sample Test 1
Syllabus version 4

1. Which of these is an input device?
   A. CD-ROM
   B. Mouse
   C. Printer
   D. Zip drive

2. What does RSI mean?
   A. Repeated Syndrome Injury
   B. Replicated Strain Injury
   C. Repetitive Syndrome Injury
   D. Repetitive Strain Injury

3. Which of these computer based operations uses bar code input?
   A. Marking an online test paper
   B. Issuing a book in a library
   C. Paying for goods using a credit card
   D. Ordering goods from a web site

4. Which type of memory holds the basic operating system commands?
   A. ROM
   B. RAM
   C. Cache
   D. Auxiliary

5. Which of these storage devices holds the most data?
   A. Floppy disk
   B. CD-ROM
   C. Zip drive
   D. Jazz drive

6. Which is the first stage of the systems life cycle?
   A. Feasibility Study
   B. Systems Analysis
   C. Programming
   D. Testing
7. Which type of software would you use to prepare a budget forecast?
   A. Word processing
   B. Database
   C. Presentation
   D. Spreadsheet

8. Which of these is an output device?
   A. CD-ROM
   B. Mouse
   C. Printer
   D. Zip drive

9. Which of these is a characteristic of electronic mail that does not apply to
   other methods?
   A. Attachments can be sent
   B. Message can be sent to more than one person
   C. Mail may get lost
   D. Can only send to some people

10. Which upgrade will have the most impact on the performance of your
    computer?
    A. Adding more RAM
    B. Reducing the peripheral devices
    C. Adding a network card
    D. Fitting a second hard disk

11. What type of software controls the file system on the computer?
    A. GUI
    B. Network software
    C. Operating system software
    D. Application software

12. Which is the smallest unit of computer storage?
    A. Byte
    B. Bit
    C. Kilobit
    D. Megabyte

13. Which type of printer prints fastest?
    A. Laser
    B. Inkjet
    C. Bubble jet
    D. Dot matrix

14. Which device would you chose to present the results from a data logger?
    A. Printer
    B. Plotter
    C. Speaker
    D. CD-ROM
15. Which type of software is used to access the Internet?
   A. Interface
   B. Presentation
   C. Browser
   D. System

16. What is connected in a LAN?
   A. Computers on one site
   B. Computers in many sites
   C. Computers in one office
   D. Computers on the Internet

17. You have created an email group. Where is the group stored?
   A. Inbox
   B. Outbox
   C. Contacts
   D. Cabinet folder

18. Which type of software would you use to store customer data?
   A. Database
   B. Spreadsheet
   C. Presentation
   D. Word processing

19. How are computers in a WAN connected?
   A. Cables
   B. Telephone lines
   C. Internet
   D. Intranet

20. Why is it important to make regular back-ups of computer data?
   A. To prevent loss of data
   B. To comply with the law
   C. To protect the computer
   D. To increase the storage capacity

21. Contact details can be automatically added to email messages. What is this called?
   A. Autograph
   B. Closure
   C. Signature
   D. Footer

22. Your modem runs at 56K bps. What does this represent?
   A. Speed of your computer
   B. Speed of transferring data
   C. Speed of your hard disk
   D. Speed of cache memory
23. Which type of system would use bar code input?
   A. Payroll
   B. Invoicing
   C. Training
   D. Supermarket

24. Where should you store back up copies of your data?
   A. Near to the computer
   B. In a different location
   C. In your car
   D. In an off-site fire proof store

25. Which device is used to enter details of books issued into a library computer system?
   A. Mouse
   B. Keyboard
   C. Bar code scanner
   D. Mark reader

26. You have a modem and a telephone connection. What else do you need to connect your computer to the Internet?
   A. Browser and printer
   B. ISP account and printer
   C. ISP account and network
   D. Browser and ISP account

27. Which of these describes a computer program?
   A. An input device
   B. A set of instructions
   C. An interactive user guide
   D. A help system

28. You have installed more memory in your computer. What type of memory is this?
   A. Cache
   B. Virtual
   C. ROM
   D. RAM

29. Which type of computer is used to process large amounts of corporate data?
   A. Notebook
   B. Mainframe
   C. Mini computer
   D. Desktop
30. Which is the best way of protecting a computer system from unauthorised use?

A. Ensuring all users have passwords
B. Locking the office
C. Using a screen saver
D. Maintaining an audit trail

31. Which of these devices can be used to input and output information?

A. Scanner
B. Printer
C. Bar Code Reader
D. Touch Screen

32. Which type of system is used to provide information for employees within a company?

A. Internet
B. Intranet
C. Extranet
D. Electronic mail

33. Which of these is an example of an e-commerce activity?

A. Viewing a travel timetable
B. Checking theatre availability
C. Downloading a screen saver
D. Booking a flight

34. Computers are much used in supermarkets. Which of these computer based applications will be of MOST use to the managers of the supermarket?

A. Scanning the items sold
B. Providing stock information
C. Producing itemised bills
D. Checking prices

35. Which of these applications of computers would store information about which course a student is enrolled on?

A. Computer based training
B. Timetabling
C. Student record
D. Fees database

36. Which of these is always an advantage of buying goods online?

A. Longer opening hours
B. Greater choice
C. Personal service
D. Cheaper prices
Module 1 Sample Test 2
Syllabus version 4

1. The Data Protection Act is designed to ....
   A. Make personal data freely available
   B. Create a permanent store for personal data
   C. Regulate the use of personal data
   D. Enforce deletion of personal data

2. What is most likely to be affected by a computer virus?
   A. Your monitor
   B. Your data
   C. The speed of your computer
   D. Read only memory

3. What is controlled by software copyright regulations?
   A. Making back ups of the software
   B. Number of copies sold
   C. Type of computer used for the software
   D. Illegal distribution of software

4. Which type of software would you use to maintain information about account holders at a Bank or Building Society?
   A. Spreadsheet
   B. Word processor
   C. Database
   D. Stock Control

5. What is a trackball?
   A. A monitoring system
   B. A type of speaker
   C. An alternative to the mouse
   D. A storage device

6. Which type of software can you use without having to pay a fee?
   A. Freeware
   B. Shareware
   C. Operating system
   D. Application software
7. Which of these is a hand held device that stores appointments?
   A. Notebook
   B. Desktop
   C. Mini computer
   D. PDA

8. Which is the BEST way of preventing loss of your data if there is a power cut?
   A. Use a filtered plug
   B. Make frequent back ups of the data
   C. Ensure passwords are used
   D. Install virus checking software

9. Which of these is NOT a benefit of e-mail?
   A. Ability to send attachments
   B. Receiving junk mail
   C. Instant delivery of your message
   D. Sending to more than one person at once

10. What is the main advantage of a GUI?
    A. Reduces the cost of computing
    B. Makes the computer easier to use
    C. Requires a less powerful computer
    D. Does not need updating

11. Which device would you use to digitise a photograph?
    A. Mark reader
    B. Data logger
    C. Scanner
    D. Plotter

12. What type of hardware detects marks on multiple choice examination papers?
    A. OMR
    B. MICR
    C. Barcode reader
    D. Scanner

13. Which of these is NOT an input device?
    A. Digital camera
    B. Microphone
    C. Scanner
    D. Speaker

14. Laws governing the use of software prevent people from making illegal copies of software. Which of the following is the best way to prevent this from happening?
    A. Labelling the software
    B. Using a code to unlock the software
    C. Sending offenders to prison
    D. Requiring passwords for copying
15. Which of the following is a storage device?
   A. Keyboard  
   B. Monitor  
   C. Speaker  
   D. Disk drive

16. Which of the following is NOT a sensible precaution for preventing viruses on your computer?
   A. Using virus checking software  
   B. Only downloading software from reputable web sites  
   C. Using a screensaver when the computer is idle  
   D. Avoiding software from unreliable sources

17. Which stage of the system life cycle ensures that the system operates correctly?
   A. Feasibility study  
   B. Systems analysis  
   C. Testing  
   D. Programming

18. Which of the following statements is NOT TRUE in relation to the Data Protection Act? The data user must ensure that the information ....
   A. Is obtained fairly and accurately  
   B. Is stored with proper security  
   C. Is accurate and up to date  
   D. Can be sent abroad at any time

19. For which of these tasks would you use a search engine?
   A. To find files on your computer  
   B. To track network traffic  
   C. To detect viruses on your computer  
   D. To find information on the World Wide Web

20. Which of these is the major benefit of computer-based training?
   A. Easier  
   B. Cheaper  
   C. Reduced contact with other students  
   D. Available at any time

21. Which of these would be used to back up large quantities of data?
   A. Floppy disk  
   B. Data cartridge  
   C. Laptop  
   D. PDA

22. What is an attachment?
   A. A peripheral device  
   B. A file sent with an email message  
   C. A component of network software  
   D. A password system
23. Which of these is a characteristic of RAM?
   A. Cannot be erased
   B. Lost when the power is switched off
   C. Stores data downloaded from the Internet
   D. Holds system commands

24. Which of the following is NOT an output device?
   A. Keyboard
   B. Monitor
   C. Printer
   D. Speaker

25. Purchasing goods on a web site is an example of ....
   A. Web site design
   B. Networking
   C. Electronic commerce
   D. Search engine

26. Which type of memory is used to store applications while they are running?
   A. ROM
   B. RAM
   C. Cache
   D. Auxiliary

27. Which of these is NOT a storage device?
   A. RAM
   B. Zip drive
   C. CD-ROM
   D. Diskette

28. Computers can damage your health in various ways. Which is the best way of preventing this?
   A. Taking frequent breaks
   B. Having good lighting
   C. Using a screen protector
   D. Raising the height of the monitor

29. You want all users to be able to view data in a computer system and selected users to be able to enter and change the data. How can you achieve this?
   A. Allow unrestricted access to the system
   B. Give authorised users a password
   C. Set access rights for different groups of users
   D. Allocate keys to authorised users

30. What type of software controls the file system on the computer?
   A. GUI
   B. Network software
   C. Operating system software
   D. Application software
31. Which type of computer stores the common files in a network?
   A. Mainframe  
   B. Laptop  
   C. Desktop  
   D. Server  

32. Many supermarkets use computers. Which of these benefits do you think is most important to the customers?
   A. Faster service  
   B. Improved Stock control  
   C. Better working environment  
   D. Increased customer information

33. What does CPU stand for?
   A. Central Power Unit  
   B. Computer Processing Unit  
   C. Computer Programming Unit  
   D. Central Processing Unit

34. In this diagram what does the box labelled X represent?
   ![Diagram](image)
   A. input  
   B. CPU  
   C. memory  
   D. backing store

35. What is a computer virus?
   A. a program that can damage your computer  
   B. a hardware fault  
   C. a program that you have downloaded from an Internet site  
   D. a corrupted area of your disk

36. You can help to preserve the environment by ....
   A. using a screensaver  
   B. recycling printer cartridges  
   C. using a filtered plug  
   D. using a smaller screen