

**CHRISTIAN SOCIAL SERVICES COMMISSION (CSSC)
NORTHERN ZONE JOINT EXAMINATION SYNDICATES (NZ-JES)**



036/1

**FORM FOUR PRE- NATIONAL EXAMINATION 2026
INFORMATION AND COMPUTER STUDIES.
MARKING SCHEME**

SECTION A (16 Marks)

1. Multiple Choice (10 Marks)

Item	Answer	Cognitive Domain	Chapter Reference
(i)	B	Applying (L3)	F2 Ch1: Word Processing - Mail Merge
(ii)	C	Analyzing (L4)	F2 Ch3: Computer Networks - Network Devices
(iii)	C	Applying (L3)	F4 Ch3: Desktop Publishing
(iv)	B	Analyzing (L4)	F4 Ch4: Multimedia - Video Shooting Principles
(v)	C	Understanding (L2)	F2 Ch4: Internet - E-learning
(vi)	C	Applying (L3)	F2 Ch2: Spreadsheet - Formulas and Functions
(vii)	B	Analyzing (L4)	F3 Ch5: Website Publishing
(viii)	C	Applying (L3)	F3 Ch7: Database - Queries
(ix)	B	Understanding (L2)	F4 Ch2: Presentation Software - Transitions
(x)	B	Evaluating (L5)	F1 Ch6: Computer Handling - Data Backup

Answers: (i) B, (ii) C, (iii) C, (iv) B, (v) C, (vi) C, (vii) B, (viii) C, (ix) B, (x) B

2. Matching Items (6 Marks)

Item	Answer	Cognitive Domain	Chapter Reference
(i) Phishing	B	Analyzing (L4)	F3 Ch3: ICT Crimes - Phishing
(ii) Malware	D	Understanding (L2)	F3 Ch3: ICT Crimes - Malware
(iii) Hacking	E	Understanding (L2)	F3 Ch3: ICT Crimes - Hacking
(iv) Cybersecurity	C	Analyzing (L4)	F3 Ch3: Information Security
(v) Identity Theft	F	Evaluating (L5)	F3 Ch3: ICT Crimes - Identity Theft
(vi) Spyware	A	Applying (L3)	F3 Ch3: ICT Crimes - Spyware

Answers: (i) B, (ii) D, (iii) E, (iv) C, (v) F, (vi) A

SECTION B (54 Marks)

3. (a) Three reasons why studying ICS is important for form one students (3 marks)

No.	Point	Explanation	Example	Mark
1	Digital Literacy	Students learn to use computers effectively for learning and future careers	Using computers for assignments and research	1
2	Problem Solving	ICT develops critical thinking and analytical skills	Solving spreadsheet problems and creating programs	1
3	Communication Skills	Enhances ability to communicate using digital tools	Using email, presentation software, and social media responsibly	1

Cognitive Domain: Evaluating (L5) - Students evaluate the importance of ICS in their lives

Chapter Reference: F1 Ch1: Introduction to Information and Computer Studies

(b) Three examples of how computers enhance learning in different subjects (3 marks)

No.	Subject	Computer Application	Explanation	Mark
1	Biology	Simulation software	Simulating frog dissection without using real frogs, reducing costs and ethical concerns	1
2	Mathematics	Spreadsheets	Using formulas to solve complex calculations and create charts for data visualization	1
3	Geography	Google Maps	Exploring different locations, understanding topography, and learning about different regions	1

Cognitive Domain: Applying (L3) - Students apply computer knowledge to different subjects

Chapter Reference: F1 Ch1: Relationship of ICS with other subjects

(c) Distinguish between data and information using three school-based examples (3 marks)

No.	Data Example	Information Example	Explanation	Mark
1	"85, 72, 90, 68" (Raw scores)	"The average score of the class is 78.75%"	Processed scores reveal class performance	1
2	"List of students' birth dates"	"Students born in 2008 are now 18 years old"	Calculated ages from raw birth dates	1
3	"Attendance records: 15, 18, 12"	"Student with 18 days present has highest attendance"	Analyzed attendance shows student participation	1

Cognitive Domain: Analyzing (L4) - Students analyze and distinguish between data and information

Chapter Reference: F1 Ch2: Data and Information

4. (a) Two advantages and two disadvantages of using computer simulations (4 marks)

Aspect	Point	Explanation	Mark
Advantage 1	Safety	Students can experiment without risk of injury or harm	1
Advantage 2	Cost-effective	No need to purchase expensive equipment or consumables	1
Disadvantage 1	Lack of Real Experience	Students miss hands-on practical skills	1
Disadvantage 2	Technical Issues	Simulations may crash or require stable power/internet	1

Cognitive Domain: Evaluating (L5) - Students evaluate advantages and disadvantages

Chapter Reference: F1 Ch1: Introduction to ICS, F4 Ch5: Interactive Content

(b) Three software applications and their purposes (3 marks)

No.	Software	Purpose	Example Use	Mark
1	Microsoft Word	Word processing - creating, editing, and formatting documents	Typing reports, letters, and essays	1
2	Microsoft Excel	Spreadsheet - performing calculations and data analysis	Creating class lists, calculating marks, budgeting	1
3	Microsoft	Presentation - creating and delivering	Presenting project findings to	1

No.	Software	Purpose	Example Use	Mark
	PowerPoint	presentations	the class	

Cognitive Domain: Understanding (L2) - Students understand software functions

Chapter Reference: F4 Ch2: Using Presentation Software, F2 Ch1 & Ch2: Word Processing & Spreadsheet

(c) Step-by-step process for correcting misspelled words using Find and Replace (2 marks)

Step	Action	Explanation	Mark
1	Press Ctrl+H	Opens Find and Replace dialog box	1
2	Type "enviroment" in Find what and "environment" in Replace with, then click "Replace All"	Replaces all misspelled words at once	1

Cognitive Domain: Applying (L3) - Students apply Find and Replace feature

Chapter Reference: F2 Ch1: Word Processing - Editing and Formatting

Question 5 (9 Marks)

(a) Step-by-step process of entering data and formatting cells in Excel (3 marks)

Step	Action	Explanation	Mark
1	Open Excel and click on cell A1	Select starting cell for data entry	1
2	Type column headers (Names, Subjects) and row data	Enter all student names and subject scores	1
3	Select cells, click Home tab, use Font and Alignment groups	Apply bold, font size, borders, and center alignment	1

Cognitive Domain: Applying (L3) - Students apply spreadsheet skills

Chapter Reference: F2 Ch2: Spreadsheet - Entering and Editing Data

(b) Formulas for calculating average and identifying highest scorer (3 marks)

Formula	Purpose	Explanation	Mark
=AVERAGE(B2:E2)	Average score per subject	Calculates mean of scores in a row/column	1.5
=SUM(B2:E2)	Total score per student	Adds all scores for each student	1.5

To identify highest scorer:

1. Calculate total for each student using =SUM(range)
2. Use =MAX(F2:F30) to find highest total score
3. Use conditional formatting or =MATCH(MAX(F2:F30),F2:F30,0) to identify student

Cognitive Domain: Creating (L6) - Students create formulas for analysis

Chapter Reference: F2 Ch2: Spreadsheet - Formulas and Functions

(c) Most suitable chart and steps to create it (3 marks)

Aspect	Explanation	Mark
Chart Type	Column or Bar Chart - best for comparing performance across subjects	1
Step 1	Select the data range (subject names and average scores)	0.5
Step 2	Click Insert tab, then choose Column Chart from Charts group	0.5
Step 3	Choose desired chart style and add Chart Title, Axis Labels	0.5
Step 4	Customize chart using Chart Tools (Design and Format tabs)	0.5

Cognitive Domain: Creating (L6) - Students create visual data representation

Chapter Reference: F2 Ch2: Spreadsheet - Charts

Question 6 (9 Marks)

(a) Four network devices and their functions (4 marks)

No.	Device	Function	Example/Scenario	Mark
1	Switch/Hub	Connects multiple computers within a network and forwards data to specific devices	Central connection point in computer lab	1
2	Router	Connects different networks and routes data between them	Connecting school network to the internet	1
3	Network Interface Card (NIC)	Enables a computer to connect to a network	Each computer in the lab must have a NIC	1
4	Modem	Converts digital signals to analog and vice versa for internet connectivity	Connecting to ISP for internet access	1

Cognitive Domain: Understanding (L2) - Students understand network devices

Chapter Reference: F2 Ch3: Computer Networks - Network Devices

(b) Two ways to connect to the internet (2 marks)

No.	Method	Advantages	Mark
1	Fiber Optic	Very fast, reliable, high bandwidth, less interference	1
2	Mobile Data (4G/5G)	Wireless, accessible anywhere with network coverage, less cabling	1

Cognitive Domain: Analyzing (L4) - Students analyze connectivity options

Chapter Reference: F2 Ch3 & Ch4: Networks and Internet

(c) Three security measures for the school network (3 marks)

No.	Measure	Explanation	Mark
1	Firewall Installation	Prevents unauthorized access to the network from external sources	1
2	Antivirus Software	Protects computers from viruses and malware infections	1
3	Password Protection	Requires users to authenticate before accessing network resources	1

Cognitive Domain: Evaluating (L5) - Students evaluate security measures

Chapter Reference: F1 Ch6: Computer Security, F3 Ch3: ICT Hazards and Security

7. (a) Step-by-step process of creating a webpage using HTML (4 marks)

Step	Action	Example Code	Mark
1	Open Notepad or text editor	Start writing HTML code	1
2	Write basic HTML structure	<code><html><head><title>My School</title></head><body></code>	1
3	Add content using appropriate tags	<code><h1>Welcome to Our School</h1><p>School history...</p></code>	1
4	Save file with .html extension and open in browser	Save as "index.html" and preview	1

Essential tags and attributes:

- `<html>` - Defines HTML document
- `<head>` - Contains document metadata
- `<title>` - Sets page title

- <body> - Contains visible page content
- <h1> to <h6> - Headings
- <p> - Paragraphs
- bgcolor - Background color attribute
- align - Alignment attribute

Cognitive Domain: Creating (L6) - Students create HTML webpages

Chapter Reference: F3 Ch4: Web Development - Webpage Structure

(b) Adding images, hyperlinks, and tables using HTML (3 marks)

Element	HTML Code	Explanation	Mark
Image	<imgsrc="photo.jpg" width="200" height="150" alt="School Photo">	Embeds image with specified dimensions	1
Hyperlink	Contact Us	Creates clickable link to another page	1
Table	<table border="1"><tr><td>Row1 Data</td></tr></table>	Creates table with rows and cells	1

Cognitive Domain: Applying (L3) - Students apply HTML elements

Chapter Reference: F3 Ch4: Web Development - Basic HTML Tags

(c) Step-by-step process of publishing webpage online (2 marks)

Step	Action	Explanation	Mark
1	Register Domain Name and Web Hosting	Choose unique domain name (e.g., www.school.ac.tz) and subscribe to web hosting service	1
2	Upload Files using FTP/File Manager	Transfer HTML files to web server's public_html folder using FTP software like FileZilla	1

Requirements: Text editor, web server, Internet connectivity

Cognitive Domain: Creating (L6) - Students publish website

Chapter Reference: F3 Ch5: Website Publishing

8. (a) Four principles of video production (4 marks)

No.	Principle	Explanation	Mark
1	Proper Headroom	Leave appropriate space above the subject's head	1
2	Rule of Thirds	Place subject off-center for more engaging composition	1
3	Good Audio	Ensure clear sound quality as audio carries the message	1
4	Stay Close to Subject	Fill the frame with the subject to avoid shaky video	1

Cognitive Domain: Analyzing (L4) - Students analyze video production principles

Chapter Reference: F4 Ch4: Multimedia - Video Recording Principles

(b) Video compression concept and techniques (2 marks)

Aspect	Explanation	Mark
Concept	Video compression reduces and removes redundant video data so that a digital video file uses less storage space	1
Technique 1	Lossy Compression - Permanently removes some data to reduce file size (e.g., MP4, MPEG)	0.5
Technique 2	Lossless Compression - Reduces file size without losing any data (used during editing)	0.5

Cognitive Domain: Understanding (L2) - Students understand video compression

Chapter Reference: F4 Ch4: Multimedia - Video Compression

(c) Three features of interactive content (3 marks)

No.	Feature	Explanation	Mark
1	User-controlled Navigation	Learners control pace of learning (pause, rewind, skip)	1
2	Immediate Feedback	Provides instant responses to learner actions (correct/incorrect answers)	1
3	Active Engagement	Requires clicking, typing, or interacting with content	1

Cognitive Domain: Evaluating (L5) - Students evaluate interactive features

Chapter Reference: F4 Ch5: Interactive Content

SECTION C(30 Marks)

9. Why do modern sports teams and coaches use video analysis software and other ICT tools instead of depending only on direct observation during training and competitions? In five clear points, explain the advantages of using ICT in sports.

Marking Element	Description	Marks
Introduction	Clear definition of ICT in sports and its increasing importance	2
Point 1	Accurate Performance Analysis - Video analysis software provides precise measurements of player movements, speed, and technique that the human eye cannot capture accurately. For example, in football, coaches can analyze player positioning and passing accuracy to identify weaknesses	2
Point 2	Slow-motion Replay and Correction - ICT allows frame-by-frame analysis to identify mistakes and make corrections. For instance, tennis players can review their serve technique in slow motion to improve accuracy	2
Point 3	Improved Decision-making - Data analytics helps coaches make informed decisions about team selection, tactics, and substitutions. For example, basketball coaches use statistics to decide which player combinations work best	2
Point 4	Detailed Data Tracking - Wearable devices and sensors track heart rate, distance covered, and fatigue levels to optimize training. For instance, in athletics, GPS trackers monitor runner's performance over time	2
Point 5	Better Training Planning and Strategy - ICT enables coaches to design personalized training programs and develop game strategies. For example, cricket teams use video analysis to study opponents' bowling patterns	2
Conclusion	Summary of ICT benefits in modern sports	1
Language & Organization	Appropriate ICT terminology, clear expression, logical flow	2

Cognitive Domains: Analyzing (L4), Evaluating (L5), Creating (L6)

Chapter Reference: F4 Ch4: Multimedia, F1 Ch1: Role of ICT

Sample Answer:

ICT in sports refers to the use of computer technology, video analysis software, wearable devices, and data analytics tools to enhance sports training, performance analysis, and competition strategies. Modern sports teams and coaches increasingly prefer ICT tools over

traditional observation methods for several compelling reasons that have revolutionized the sports industry.

Firstly, video analysis software provides accurate performance analysis that surpasses human observation capabilities. The human eye cannot capture the precise details of rapid movements during a football match, but video analysis can measure player speed, acceleration, positioning, and technique with millimeter accuracy. For example, in football, coaches use systems like ProZone to track each player's movement throughout a match, identifying patterns of play that would otherwise be missed, such as a defender consistently failing to track back during counterattacks, enabling targeted training to correct this weakness.

Secondly, ICT enables slow-motion replay and precise correction of mistakes, which is impossible with traditional observation alone. Coaches and players can review each action frame-by-frame to identify technical flaws in performance. For instance, a tennis player can watch their serve repeatedly in slow motion, analyzing their grip angle, body rotation, and racket position to make micro-adjustments that significantly improve accuracy and power, leading to better performance in competitions.

Thirdly, ICT improves decision-making through data analytics, moving sports decisions from instinct to evidence-based reasoning. Coaches can access comprehensive statistics about player performance, match history, and opponent analysis to make informed decisions. For example, a basketball coach can analyze data showing that a particular lineup consistently performs better against zone defense, allowing strategic substitutions during critical moments of the game to gain a competitive advantage.

Fourthly, ICT enables detailed data tracking of players using wearable sensors and GPS devices that monitor heart rate, distance covered, speed, and fatigue levels during training and matches. For example, in athletics, runners wear GPS watches that track their pace, stride length, and elevation, providing coaches with valuable data to design optimal training loads, prevent injuries, and ensure athletes peak at the right time for major competitions like the Olympics.

Fifthly, ICT facilitates better training planning and strategy development by providing comprehensive data analysis over time. Coaches can identify patterns, strengths, and weaknesses not only in their own team but also in opponents. For instance, cricket teams use video analysis to study opposing batsmen's scoring patterns against different bowling styles, allowing bowlers to develop personalized strategies for each batter, significantly increasing their chances of taking wickets during matches.

In conclusion, ICT has transformed modern sports by providing tools that enhance observation, analysis, and strategic planning far beyond what traditional methods could achieve. The integration of video analysis software, data analytics, and wearable technology has made sports more scientific, accurate, and competitive, benefiting players, coaches, and fans alike.

10. Hospitals and health centers are increasingly replacing paper-based patient files with electronic health records (EHRs). In five clear points, explain the advantages of using electronic health records in healthcare facilities.

Marking Element	Description	Marks
Introduction	Clear definition of Electronic Health Records and their growing importance	2
Point 1	Quick Access to Patient Information - EHRs enable instant retrieval of patient records, reducing waiting time and improving emergency response. For example, doctors in emergency rooms can quickly access patient history, allergies, and medications	2
Point 2	Improved Accuracy of Records - Electronic records eliminate errors from illegible handwriting and transcription mistakes. For instance, digital prescriptions reduce medication errors caused by poor handwriting	2

Marking Element	Description	Marks
Point 3	Better Storage and Organization - EHRs allow efficient storage, searching, and organization of patient data without physical space constraints. For example, a hospital can store thousands of patient records securely on a single server	2
Point 4	Cost Reduction - Reduces costs associated with paper, printing, storage, and administrative staff. For instance, hospitals save significantly on paper, filing cabinets, and storage rooms	2
Point 5	Improved Information Sharing - EHRs enable seamless sharing of patient information between different healthcare providers. For example, a specialist in another city can access a patient's records for consultation	2
Conclusion	Summary of EHR benefits in healthcare	1
Language & Organization	Appropriate ICT terminology, clear expression, logical flow	2

Cognitive Domains: Analyzing (L4), Evaluating (L5), Creating (L6)

Chapter Reference: F1 Ch1: ICT in Medicine, F3 Ch7: Database as Information Systems

Sample Answer:

Electronic Health Records (EHRs) are digital versions of patients' paper charts that contain real-time, patient-centered records that make information available instantly and securely to authorized users. Healthcare facilities worldwide are increasingly transitioning from paper-based patient files to EHRs because of the numerous advantages that significantly improve healthcare delivery and patient outcomes.

Firstly, EHRs provide quick access to patient information, which is critical in healthcare settings where time is often the difference between life and death. Unlike paper files that must be physically retrieved from filing cabinets, EHRs allow healthcare providers to access complete patient histories within seconds from any computer in the facility. For example, in emergency rooms, doctors can instantly retrieve a patient's medical history, allergies, blood type, and current medications, enabling rapid and informed decision-making during emergencies such as when a patient arrives unconscious and cannot provide their medical history, potentially saving lives through immediate appropriate treatment.

Secondly, EHRs significantly improve the accuracy of records by eliminating common errors associated with paper-based systems. Illegible handwriting, which has been responsible for countless medication errors and misdiagnoses, is completely eliminated with electronic records. For instance, when doctors write prescriptions digitally, the system automatically checks for potential drug interactions and allergies, preventing harmful mistakes. A patient with a penicillin allergy documented in their EHR would immediately be alerted if a doctor prescribes an antibiotic containing penicillin, potentially preventing a life-threatening allergic reaction.

Thirdly, EHRs offer better storage and organization of data compared to paper files, which require vast physical space and are vulnerable to damage from fire, water, or pests. Digital records can be stored on secure servers, organized by various parameters such as date, diagnosis, or doctor, and retrieved using simple search functions. For example, a large hospital that would previously require rooms full of filing cabinets to store patient records can now store millions of records on a single server, freeing up valuable hospital space for clinical use and patient care.

Fourthly, EHRs significantly reduce healthcare costs by eliminating expenses associated with paper, printing, physical storage, and administrative tasks. Hospitals save money on paper, ink, filing cabinets, and storage rooms, as well as on staff time spent filing and retrieving paper records. For instance, a regional hospital in Tanzania that transitioned to EHRs reported saving over 5 million Tshs annually on administrative supplies alone, funds that could be redirected

towards purchasing essential medical equipment or hiring additional healthcare professionals to improve patient care.

Fifthly, EHRs improve information sharing among healthcare providers, enabling coordinated and continuous care. When patients visit specialists, move to different cities, or are admitted to different hospitals, their complete medical history can be shared electronically, ensuring continuity of care. For example, a patient with a chronic condition like diabetes who travels from Dar es Salaam to Mwanza can have their treatment records accessed by healthcare providers in Mwanza, ensuring they receive consistent care without starting from scratch with a new doctor, improving health outcomes and reducing the risk of medical errors.

In conclusion, Electronic Health Records have revolutionized healthcare delivery by providing quick access to accurate patient information, improving storage efficiency, reducing costs, and enabling seamless information sharing among healthcare providers. As technology continues to advance, EHRs will become even more essential in delivering quality healthcare services to patients in Tanzania and around the world.

11. Modern news media companies increasingly use digital content management systems instead of traditional news production methods. In five clear points, explain the advantages of using ICT in the news and media industry.

Marking Element	Description	Marks
Introduction	Clear definition of ICT in news media and digital transformation	2
Point 1	Speed of News Delivery - ICT enables instant publishing and real-time news updates. For example, breaking news can be shared within seconds via websites and social media	2
Point 2	Wider Coverage - Digital platforms allow news to reach audiences globally beyond local distribution. For instance, a Tanzanian newspaper can be accessed by readers worldwide	2
Point 3	Clarity and Quality - Digital publishing ensures high-quality images, videos, and clear text without printing imperfections. For example, photos are displayed in high resolution on websites	2
Point 4	Cost Reduction - Reduces costs associated with printing, paper, ink, and distribution. For instance, digital newspapers save millions on printing and distribution costs	2
Point 5	Ease of Editing and Storage - Content can be easily edited, archived, and retrieved quickly. For example, news articles can be updated instantly and stored permanently	2
Conclusion	Summary of ICT benefits in media industry	1
Language & Organization	Appropriate ICT terminology, clear expression, logical flow	2

Cognitive Domains: Analyzing (L4), Evaluating (L5), Creating (L6)

Chapter Reference: F3 Ch4: Web Development, F3 Ch5: Website Publishing, F4 Ch3: Desktop Publishing

Sample Answer:

Digital Content Management Systems in news media refer to the software platforms and ICT infrastructure that enable news organizations to create, manage, publish, and distribute digital content across multiple channels. Modern news media companies have increasingly adopted ICT tools over traditional news production methods because of the numerous advantages that have transformed the entire news industry and how audiences consume information.

Firstly, ICT enables unprecedented speed of news delivery that traditional methods simply cannot match. In traditional media, news had to be written, edited, typeset, printed, and physically distributed, taking hours or even days. With ICT, breaking news can be published instantly on websites, mobile apps, and social media platforms within seconds of an event

occurring. For example, when a major event like a parliamentary debate or natural disaster occurs, Tanzanian media outlets like Mwananchi Communications can publish real-time updates on their digital platforms, with photos and videos appearing online before traditional print editions even begin their printing process, ensuring that citizens receive critical information when they need it most.

Secondly, ICT provides wider coverage and global reach beyond the limitations of traditional media distribution. While traditional newspapers were restricted to their geographic printing and distribution areas, digital media can reach audiences anywhere in the world with internet access. For instance, a newspaper like The Guardian can now be accessed by Tanzanians living abroad, and international audiences can read about Tanzania's development through its digital edition, significantly expanding the newspaper's readership and influence globally, while also attracting international advertisers who want to reach these diverse audiences.

Thirdly, ICT ensures higher clarity and quality of content compared to traditional printing methods. Digital publishing preserves the original quality of images, videos, and text without the degradation that occurs in physical printing. For example, high-resolution photographs published on news websites maintain their sharpness and detail, enhancing the storytelling experience for readers. Additionally, digital platforms support multimedia content such as embedded videos, interactive graphics, and audio clips that enrich the news experience far beyond what a traditional newspaper page could offer, making the news more engaging and informative for audiences.

Fourthly, ICT significantly reduces operational costs in the news industry by eliminating expensive printing, paper, and distribution expenses. Traditional newspapers require massive investment in printing presses, paper, ink, and distribution fleets, as well as physical newsstands. Digital publishing eliminates these costs entirely. For example, a media company that shifts to digital publishing can save millions in printing and distribution costs annually, resources that can be reinvested in journalism, investigative reporting, and technology improvements that further enhance news quality and reach.

Fifthly, ICT offers ease of editing and storage that traditional methods cannot provide. Digital content can be instantly updated, corrected, or supplemented without the need for reprinting entire editions. For example, if a breaking news story develops with new information, journalists can simply update the digital article with the latest facts, ensuring that readers always access the most current information. Furthermore, digital content is permanently stored in searchable archives, allowing readers to access past articles and journalists to quickly retrieve historical information for reference, significantly improving the efficiency of news production and research. In conclusion, ICT has fundamentally transformed the news and media industry by enabling faster delivery, wider reach, superior quality, reduced costs, and efficient content management. As digital technology continues to evolve, media companies that embrace ICT innovations will remain competitive and continue to serve audiences effectively in the digital age.

TABLE OF SPECIFICATIONS

SECTION A: Objective Questions

Question	Topic	Chapter Reference	Book	Cognitive Domain
1(i)	Mail Merge	Word Processing	F2 Ch1	Applying (L3)
1(ii)	Network Devices	Computer Networks	F2 Ch3	Analyzing (L4)
1(iii)	DTP Software	Desktop Publishing	F4 Ch3	Applying (L3)
1(iv)	Video Shooting Principles	Multimedia	F4 Ch4	Analyzing (L4)
1(v)	E-learning	Internet	F2 Ch4	Understanding (L2)
1(vi)	Spreadsheet Functions	Spreadsheet	F2 Ch2	Applying (L3)
1(vii)	Website Publishing	Web Publishing	F3 Ch5	Analyzing (L4)
1(viii)	Database Queries	Database Systems	F3 Ch7	Applying (L3)

Question	Topic	Chapter Reference	Book	Cognitive Domain
1(ix)	Presentation Transitions	Presentation Software	F4 Ch2	Understanding (L2)
1(x)	Data Backup	Computer Handling	F1 Ch6	Evaluating (L5)
2(i)	Phishing	ICT Crimes	F3 Ch3	Analyzing (L4)
2(ii)	Malware	ICT Crimes	F3 Ch3	Understanding (L2)
2(iii)	Hacking	ICT Crimes	F3 Ch3	Understanding (L2)
2(iv)	Cybersecurity	Information Security	F3 Ch3	Analyzing (L4)
2(v)	Identity Theft	ICT Crimes	F3 Ch3	Evaluating (L5)
2(vi)	Spyware	ICT Crimes	F3 Ch3	Applying (L3)

SECTION B Short Answer Questions

Question	Sub-question	Topic	Chapter Reference	Book	Cognitive Domain
3(a)	Importance of ICS	Introduction to ICS	F1 Ch1	F1	Evaluating (L5)
3(b)	ICS in other subjects	Introduction to ICS	F1 Ch1	F1	Applying (L3)
3(c)	Data vs Information	Data & Information	F1 Ch2	F1	Analyzing (L4)
4(a)	Computer Simulations	Interactive Content	F4 Ch5	F4	Evaluating (L5)
4(b)	Software Applications	Various	F2/F4	F2/F4	Understanding (L2)
4(c)	Find and Replace	Word Processing	F2 Ch1	F2	Applying (L3)
5(a)	Excel Data Entry	Spreadsheet	F2 Ch2	F2	Applying (L3)
5(b)	Excel Formulas	Spreadsheet	F2 Ch2	F2	Creating (L6)
5(c)	Excel Charts	Spreadsheet	F2 Ch2	F2	Creating (L6)
6(a)	Network Devices	Computer Networks	F2 Ch3	F2	Understanding (L2)
6(b)	Internet Connectivity	Internet	F2 Ch4	F2	Analyzing (L4)
6(c)	Network Security	ICT Security	F1/F3	F1/F3	Evaluating (L5)
7(a)	HTML Webpage Creation	Web Development	F3 Ch4	F3	Creating (L6)
7(b)	HTML Elements	Web Development	F3 Ch4	F3	Applying (L3)
7(c)	Website Publishing	Website Publishing	F3 Ch5	F3	Creating (L6)
8(a)	Video Production Principles	Multimedia	F4 Ch4	F4	Analyzing (L4)
8(b)	Video Compression	Multimedia	F4 Ch4	F4	Understanding (L2)
8(c)	Interactive Content	Interactive Content	F4 Ch5	F4	Evaluating (L5)

SECTION C (30 Marks)

Question	Topic	Chapter Reference	Book	Cognitive Domain
9	ICT in Sports	Multimedia/ICT Applications	F4 Ch4/F1	Analyzing/Evaluating/Creating
10	Electronic Health Records	ICT in Medicine/Database	F3 Ch7/F1	Analyzing/Evaluating/Creating
11	ICT in Media	Web Dev/Publishing/DTP	F3/F4	Analyzing/Evaluating/Creating

COGNITIVE DOMAIN DISTRIBUTION SUMMARY

Cognitive Level	Section A	Section B	Section C	Total	Percentage
Understanding (L2)	3	3	0	6	12%
Applying (L3)	5	6	0	11	22%
Analyzing (L4)	4	4	3	11	22%
Evaluating (L5)	4	3	3	10	20%
Creating (L6)	0	3	3	6	12%
Total	16	19	9	44	100%

CHAPTER COVERAGE SUMMARY

Book	Chapter	Questions Covered	Marks
Form One	Ch1: Introduction to ICS	Q3(a), Q3(b), Q9	24
	Ch2: Data and Information	Q3(c), Q9	21
	Ch5: Classification	-	-
	Ch6: Computer Handling	Q1(x)	1
Form Two	Ch1: Word Processing	Q1(i), Q4(c), Q9	24
	Ch2: Spreadsheet	Q1(vi), Q5	18
	Ch3: Networks	Q1(ii), Q6	18
	Ch4: Internet	Q1(v), Q6(b)	4
	Ch3: ICT Crimes/Security	Q2, Q6(c)	9
Form Three	Ch4: Web Development	Q7(a), Q7(b), Q11	27
	Ch5: Website Publishing	Q1(vii), Q7(c), Q11	19
	Ch7: Database Systems	Q1(viii), Q10	16
	Ch2: Presentation Software	Q1(ix)	1
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