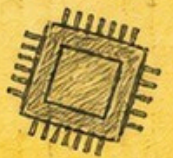


INFORMATION TECHNOLOGY & ARTIFICIAL INTELLIGENCE

— Empowering Minds with Technology —



PART-A

ICT Skills-I

HIGHLIGHT BY @CNDYAGL



Topics covered:

- ICT meaning and uses
- Computer hardware and software
- Operating system basics
- Files and folders
- Basic digital tools
- Internet and web services, email
- Digital communication
- Data storage
- Cyber safety



Section A - Multiple Choice Questions

1. ICT stands for:
 - A. Information and Communication Technology
 - B. Internet Computer Transfer
 - C. Information Control Tool
 - D. Integrated Communication Terminal

2. Which is hardware?
 - A. Keyboard
 - B. Operating system
 - C. Browser
 - D. Word processor

3. Which is software?
 - A. Monitor
 - B. Mouse
 - C. Operating system
 - D. Keyboard

4. The main purpose of an operating system is to:
 - A. Manage computer resources
 - B. Print money
 - C. Create electricity
 - D. Replace hardware

5. A folder is mainly used to:
 - A. Organise files
 - B. Increase internet speed
 - C. Protect the monitor
 - D. Replace software

6. Which is a web browser?
 - A. Firefox
 - B. Calculator
 - C. Notepad
 - D. Paint
7. Email is primarily used for:
 - A. Electronic communication
 - B. Hardware repair
 - C. Printing
 - D. Formatting a disk only
8. A strong password should generally be:
 - A. Easy like 123456
 - B. Shared with friends
 - C. Long and difficult to guess
 - D. Your name only
9. Which is safer?
 - A. Clicking unknown links
 - B. Using verified websites
 - C. Sharing OTPs
 - D. Downloading unknown files
10. A backup is created mainly to:
 - A. Recover data if it is lost
 - B. Slow down a computer
 - C. Delete files
 - D. Change the keyboard

Section B – Very Short Answer Questions

1. What is ICT?
2. Give one example of hardware.
3. Give one example of software.
4. What is an operating system?
5. What is a file?
6. What is a folder?
7. What is a web browser?
8. What is email?
9. What is a backup?
10. Why should passwords be kept private?

Section C – Short Answer Questions

1. Differentiate between hardware and software with examples.
2. Explain the role of an operating system.
3. Describe three uses of ICT in education.
4. Explain how files and folders help organise digital information.
5. List five safe practices for using the internet.

Section D – Long Answer Questions

1. Explain the major uses of ICT in education, communication and daily life.
2. Describe the relationship between hardware, software and the operating system.
3. Explain how a student can organise and protect important digital files.
4. Discuss email as a communication tool and explain basic email etiquette.
5. Explain common cyber-safety risks for students and measures to avoid them.

Section E – Case-Based Questions

1. A student saves assignments with random names in one folder and later cannot find them. Suggest an effective file and folder structure.
2. A school installs an operating system on new computers. Explain why the operating system is necessary.
3. A student receives an email asking for an OTP and password to 'verify the school account'. Identify the risk and explain what should be done.
4. A student loses a project after a laptop stops working. Explain how regular backups could have prevented the problem.
5. A learner uses a public computer to access email and forgets to sign out. Identify the security risk and suggest preventive action.



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ALL THE BEST

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