



Tertiary and Vocational Education Commission
Knowledge Assessment – April 2022
Information and Communication Technology Technician
National Vocational Qualification Level 04



Time: 03 Hours

Instructions for the Candidates

- Answer All Questions
 - In each of the questions from 1 to 50, pick the one of the alternatives (a), (b), (c), (d) which you consider is correct or most appropriate.
 - Mark a cross (x) on the number corresponding to your choice in the answer sheet provided.
 - This question paper consists of 07 pages.
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Part 1

1. Which of the following is not an operating system?
 - a) Linux
 - b) MS-DOS
 - c) Windows 11
 - d) Java

2. ____ give iterative usage of the particular application.
 - a) Interface
 - b) Icons
 - c) Files
 - d) Programs

3. Which software helps the user to do his/her work?
 - a) Computer
 - b) Utility
 - c) System
 - d) Application

4. Which software allows us to copy, move and delete files and folders?
 - a) Internet Explorer
 - b) Front page
 - c) Windows Explorer
 - d) Programs

5. What the correct keyboard combination is for **cut and paste** operation?
 - a) Ctrl +C & Ctrl +X
 - b) Ctrl +V & Ctrl + X
 - c) Ctrl + V & Ctrl +C
 - d) Ctrl + X & Ctrl + V

6. In MS Word, the space left between the margin and the start of a paragraph is called
- Spacing
 - Gutter
 - Indentation
 - Alignment
7. Which enables us to send the same letter to different persons in MS Word?
- Macros
 - Template
 - Mail merge
 - None of above
8. In MS Word, AutoCorrect was originally designed to replace _____ words as you type.
- Short
 - Grammatically incorrect
 - Misspelled
 - Known words
9. Which of the following is not valid version of MS Office?
- Office 2007
 - Office Vista
 - Office 2016
 - Office 365
10. As a default, in which page the header or the footer is printed?
- On first page
 - On alternative page
 - On every page
 - On Odd numbers pages
11. Functions in MS Excel must begin with _____
- An () sign
 - A Plus Sign
 - A > Sign
 - An Equal Sign
12. Which function in Excel checks whether a condition is true or not?
- SUM
 - COUNT
 - IF
 - AVERAGE
13. What type of chart is useful for showing trends or changes over time ?
- Line Chart
 - Pie Chart
 - Column Chart
 - Dot Graph

14. Which of the following **is not** the correct method of editing the cell content?
- Press the Alt key
 - Press the F2 key
 - Click the formula bar
 - Double click the cell
15. Which command will you choose to convert a column of data into row?
- Cut and Paste
 - Paste Special > Transpose
 - Both of above
 - None of above
16. Which of the following statements is not true?
- You can type text directly into a PowerPoint slide but typing in text box is more convenient.
 - From Insert menu, choose Picture and then insert your images into slides.
 - You can view a PowerPoint presentation in Normal, Slide Sorter or Slide Show view.
 - You can show or hide task pane from View >> Toolbars.
17. PowerPoint presentations are widely used as
- Note outlines for teachers
 - Project presentations by students
 - Communication of planning
 - All of above
18. What is the difference between Slide Design and Auto Content Wizard?
- Both are same
 - AutoContent Wizard is just the wizard version of Slide Design
 - Slide Design does not provide sample content but Auto Content Wizard provides sample content too
 - Slide Design asks your choice in steps but Auto Content Wizard does not let you make choices
19. What is the easiest way to place same graphic in same place in all slides
- Place graphic in Notes Master
 - Place graphic in Slide Master
 - Place graphic in Handout Master
 - Place graphic manually in all slide
20. How to show the same presentation continuously?
- By enabling the option “Loot continuously until ‘Esc’”
 - By enabling the option “Repeat Presentation”
 - By enabling the option “Show same Presentation”
 - Presentation cannot be continue once it is finished

21. Which field type will you select if you need to enter long text in that field?
- Text
 - Memo
 - Currency
 - Hyperlink
22. Which of the following is not a type of MS Access database object?
- Table
 - Form
 - Worksheets
 - Modules
23. Which key helps to identify record uniquely?
- Key record
 - Composite key
 - Foreign key
 - Primary key
24. What is the form that we can create in MS Access?
- It is used to take printout of a form from Access Tables.
 - It is an input screen for viewing and entering data.
 - It is used for storing special data other than text (Eg. photo)
 - It is optional. We can use Report instead of Form
25. To define AND condition while entering criteria in a query design window we write ____
- Criteria values vertically in a one row
 - Criteria values horizontally
 - Write criteria values separated by AND
 - Write criteria values using & (anchor and) sign
26. Which of the following is a correct format of Email address?
- name@website.info
 - name@website@info
 - www.nameofwebsite.com
 - name.website.com
27. Which is **not** an example of web browser?
- Safari
 - Avast
 - Internet Explorer
 - Google Chrome
28. In the Email which of the following term briefly describes the contents of the message?
- Subject
 - Cc
 - To
 - Contents

29. What is an "Internet explorer"?
- Operating System
 - Compiler
 - Web Browser
 - IP address
30. Which of the following is an advantage of an email?
- Desired length
 - Ease of communication
 - Lower cost
 - All of these
31. Which of the following is a Computer Graphics type?
- Raster and Vector
 - Raster and Scalar
 - Scalar only
 - All of the above
32. Bitmap is a collection of _____ that describes an image.
- pixels
 - algorithms
 - bits
 - colors
33. The quality of an image depend on
- No. of lines used by image
 - No. of resolutions used by image
 - No. of pixels used by image
 - None of above
34. What is file extension in Photoshop?
- bmp
 - psd
 - avi
 - jpeg
35. Which Tool allows you to copy one area of the layer to another area of the layer?
- marquee
 - gradient
 - clone stamp
 - magic wand
36. The standard size of the version 4 IP address?
- 16 Bits
 - 64 Bits
 - 128 Bits
 - 32 Bits

37. Identify the correct IPv4 address
- 128.64.1.0
 - 258.200.128.123
 - 300.142.210.64
 - 124.201.3.1.52
38. Which statement correctly defines the ping command?
- The ping command checks the port level connectivity between source destinations end points.
 - Ping summarizes the packet loss and round-trip delay between two IP end points
 - Ping stands for Packet Internet Generator
 - The ping command activates the RARP protocol of the IP layer.
39. Which one of the following is not a type of network topology?
- Ring
 - Bus
 - Peer to Peer
 - Star
40. How many pins does RJ-45 contain?
- Two
 - Four
 - Eight
 - Ten
41. What is the full form of HTML?
- Hypertext Markup Language
 - Hyper Teach Markup Language
 - Hyper Tech Markup Language
 - None of these
42. What is the correct HTML for creating a hyperlink?
- `A`
 - `<a>B`
 - `example`
 - `example`
43. Which HTML tag produces the biggest heading?
- `<h7>`
 - `<h9>`
 - `<h4>`
 - `<h1>`
44. Which of the following tags do not require a terminator?
- `<U>`
 - `
`
 - ``
 - None of the above

45. Which of the following statements is true?
- a) The web designer shouldn't just be concerned about the looks but also about user interface
 - b) Usability is very important in web design
 - c) a and b
 - d) None of the above
46. A sequence of instructions in a computer language to get the desired result is known as :
- a) An algorithm
 - b) A decision table
 - c) A program
 - d) None of the above
47. Which type of errors is flagged by Compilers?
- a) Logical errors
 - b) Syntax errors
 - c) Both (A) and (B)
 - d) None of these
48. How do you describe an algorithm?
- a) A computer language
 - b) A step by step procedure for solving a problem
 - c) A branch of mathematics
 - d) None of the above
49. Select the different one out of the following data type?
- a) Char
 - b) Int
 - c) Long
 - d) Float
50. If 'a' is an integer variable, then $a=5/2$; will return a value of a;
- a) 2.5
 - b) 3
 - c) 0
 - d) 2

(01 x 50 = 50 Marks)



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Instructions for the Candidates

- Answer seven (07) questions including question number one (01) (Question number one (01) is compulsory and total number of questions should be answered is seven (07)).
- Answer the questions in the spaces provided in the same question paper.
- This question paper consists of 07 pages.

Part 2

Question No. 01

- a) What is the importance of the track change tool in MS Word?

(04 Marks)



- b) What is Freeze Panes in MS Excel and how do you do it?

(04 Marks)

c) What is the difference between CC and BCC in email?

(04 Marks)

d) What is the primary function of the Web browsers? Give two examples for web browser

(04 Marks)

e) Briefly explain “slide master” in MS PowerPoint.

(04 Marks)

Question No. 02

- a) Briefly describe the various types of relationships between different data tables in MS Access?

(03 Marks)

- b) Briefly explain usage of foreign key in MS Access.

(02 Marks)

**Question No. 03**

- a) What is the use of Lasso tool in Photoshop and name three Lasso tools?

(04 Marks)

b) Give one example for vector graphic software

(01 Mark)

Question No. 04

a) When your computer is running slow, how do you improve the speed of the computer? Give three (03) solutions.

(03 Marks)

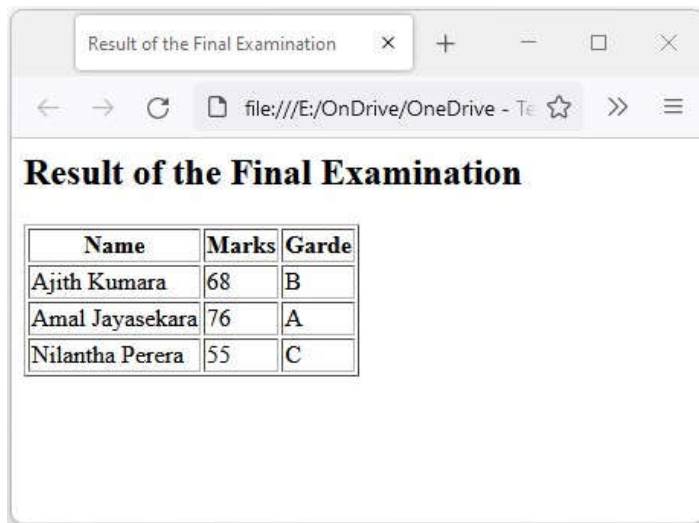
b) Why is the operating system important?

(02 Marks)

Question No. 05

Write the HTML codes to create following web page.

(05 Marks)



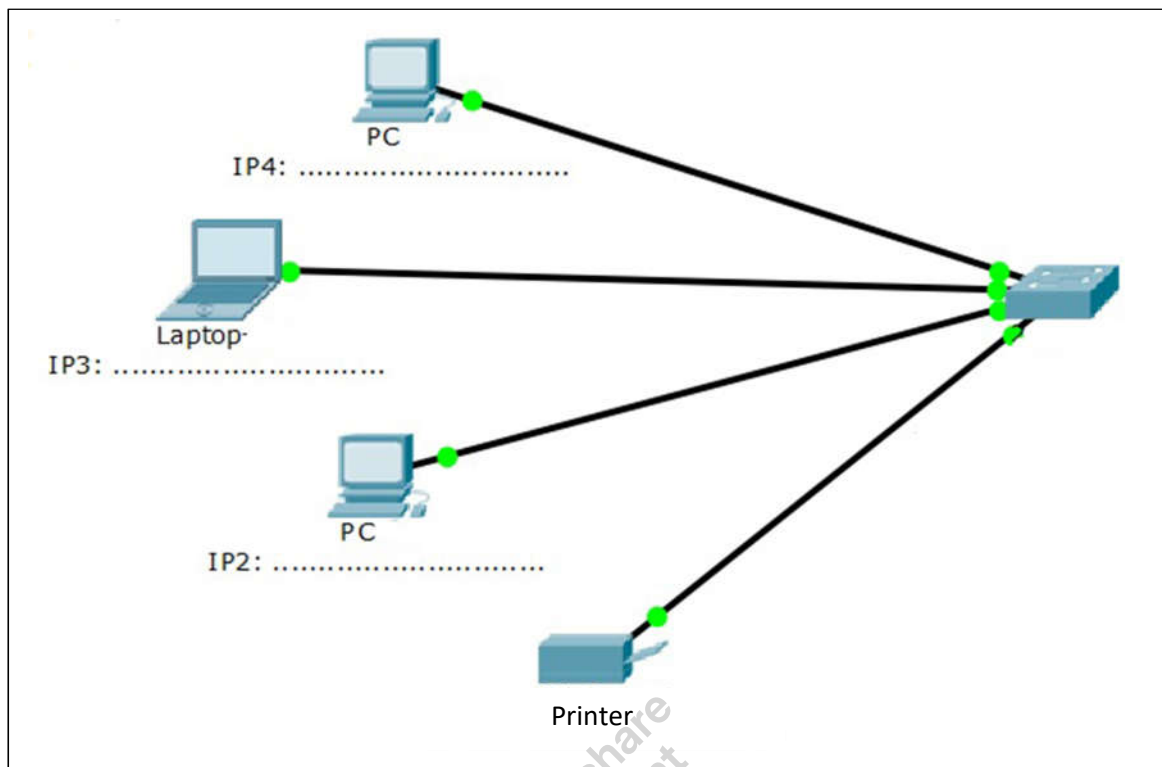
Result of the Final Examination

Name	Marks	Grade
Ajith Kumara	68	B
Amal Jayasekara	76	A
Nilantha Perera	55	C

Wondershare
PDFelement

Question No. 06

Consider following network diagram and answer questions



- a) Assign suitable IP addresses for IP2, IP3, IP4

(03 Marks)

- b) What network topology is used for above network?

(02 Marks)

Question No. 07

a) What is the difference between **Syntax and Logical** errors in computer programming?

(03 Marks)

b) Brief explain variables used in computer programming

(02 Marks)

Question No. 08

Draw a flowchart to read a number and identify either the number is positive or negative.

(05 Marks)