

I. Choose the correct answer:**5 x 1 = 5**

1. There are _____ different coloured audio ports on the motherboard.
a) 2 b) 3 c) 4 d) 5
2. A _____ is also known as a base unit.
a) system unit b) input unit c) output unit d) processing unit
3. _____ is the systematic search for the source of a problem.
a) port b) troubleshooting c) virtual memory d) caching
4. The term memory usually refers to the _____ of the computer.
a) secondary memory b) auxiliary memory
c) main memory d) permanent memory
5. The speed of a CPU chip is measured in _____.
a) Mega hertz b) Giga hertz c) both a and b d) Hertz

II. Fill in the blanks:**5 x 1 = 5**

6. An _____ is a circuit board that lets you add features to a computer.
7. _____ is a permanent type of memory storage used by the computer.
8. Tab order option is present under _____ menu.
9. Text formatting can be applied to the controls using the features available in _____ on the _____ tab.
10. The _____ function is also used to compare more than one condition.

III. Expand the following:**5 x 1 = 5**

11. PS/2 - _____
12. VGA - _____
13. UBS - _____
14. HDMI - _____
15. BIOS - _____

IV. Answer the following: (Any 5)**5 x 2 = 10**

16. What is expansion card?
17. What is caching?
18. What is the And function?
19. What is the use of a UPS?
20. What is virtual memory?
21. Write down the features available in MS access.
22. What are the two ways one can create forms in MS access?

V. Answer in Detail: (Any 2)**2 x 5 = 10**

23. Describe a CPU and its units.
24. List out some instructions to troubleshoot a computer.
25. Write down the steps involved in creating a form in MS access.

VI.26. Draw a mind map on different types of memory.

1 x 5 = 5

VII. Solve the questions and write the answer:

2 x 5 = 10

27.

		A	B
1	The Data		
2	50		

- A) Write an IF statement so that if the number in cell A2 is less than 100 the formula displays the text “within budget”, otherwise the formula displays the text “Over budget”.
- B) Write an IF statement so that if the number in cell A2 is 100 then the formula sums the range B5:B15, otherwise the formula returns a blank (empty text).

28.

The syntax of Excel’s IF function is:

`=IF(condition-to-test, value-if-condition-true, value-if-condition-false)`

For example, a formula to find the cost for 10 gallons of olive oil is:

`=IF(A4<=500,B1* A4, 500*B1+(A4-500)*B2)`

- A. Write a formula to find the cost of 483 gallons.
- B. Write a formula to find the cost of 500 gallons.
- C. Write a formula to find the cost of 1,600 gallons.