







**Multiple-Choice Questions**

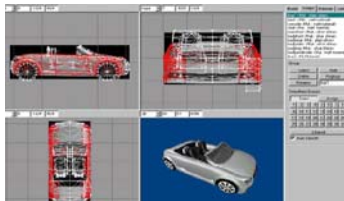
- Which one of the following software is used for computer-aided design?  
**A** AutoCAD                      **B** Microsoft PowerPoint   **C** Quicktime                      **D** Windows Vista
- Which one of the following is **NOT** a DTP software?  
**A** Adobe Photoshop        **B** Microsoft Publisher   **C** Print Shop                      **D** Sierra PrintArtist
- Which one of the following tools is used to draw a star?  
**A**                       **B**                       **C**                       **D** 
- An architect uses a \_\_\_\_\_ to **draw and input** designs into the computer.  
**A** digitiser                      **B** joystick                      **C** plotter                      **D** scanner
- To create a professionally designed book requires a good printer and \_\_\_\_\_ software.  
**A** BMP                      **B** CAM                      **C** DTP                      **D** GPS

**Short Questions**

- Give 2 applications (uses) of CAD software.
- Give 2 examples of CAD software.
- Give 2 reasons why a wide-screen monitor is better than a small one for a CAD project.
- Give 2 applications (uses) of DTP software.
- Give 2 examples of DTP software.
- Give 2 ways to get a picture for a birthday card.
- Give 2 types of formats suitable for images used on a school website.
- Give 2 advantages of using templates rather than designing a poster from scratch.
- State the function of: a)  ; b) .













**Structured Questions**

James is an engineer who designs cars using a CAD software.



- What does CAD stand for? [1]
- Give 2 input devices he uses to draw car designs. [2]
- Give 2 output devices that he would need. [2]
- Give 2 benefits of using CAD software rather than drawing by hand. [2]
- Give a reason why he needs a computer with a powerful CPU for his work. [1]
- Give a reason why he needs a wide-screen monitor for his work. [1]
- James would like to show his designs to a customer in another country. Suggest a way he can do this. [1]
- Apart from designing cars, give 2 other uses of CAD. [2]

**Multiple-Choice Questions**



- Which one of the following icons is used to insert a clip art?  
 A  B  C  D 
- Which one of the following icons is used to draw the border of a table?  
 A  B  C  D 
- Which one of the following icons is used to **highlight** a word in a certain colour?  
 A  B  C  D 
- Which one of the following shortcut keys are used to call up **search and replace** tool?  
 A Control-C B Control-H C Control-S D Control-X
- In the paragraph below, only the first line is moved away from the left margin.

My country is Brunei Darussalam. It is located on the north-eastern part of the island of Borneo, between Sarawak and Sabah. The land size is 2,226 square miles, or about 5,000 square kilometres. Its main exports are oil and gas. The population is small, less than 400,000, with the majority being Malay.

Which one of the following methods **CANNOT** create that effect?

- A Click  icon. B Drag first line indent marker, . C Press spacebar. D Press tab key.

**Short Questions**

- Give 2 ways to insert a picture into a word processing document.
- Give 2 ways to create a newspaper-column effect using a wordprocessor.
- Give 2 ways to create a word that can be dragged to any part of a document.
- Give 2 advantages of using the images from the clip-art library.
- Give 2 advantages of using a wordprocessing software rather than the manual typewriter.
- Give 2 other text styles that can be applied to this word: **Brunei**.
- Give 2 other ways to change the appearance of this text: **ASEAN**.
- Give 2 other fonts that can be applied to this text: *Rage Italic*.
- Give 2 situations where data should be arranged as a table.
- State the function of each of these icons: a)  ; b) .

**Structured Questions**

Below is an extract of a magazine article created using a wordprocessing software:

YOUR FACE GLOWS, GIRL! (By Joline\_Tan@teen.mag.com)

Your skin is often testimony to what you eat. If you eat the right diet then your skin will look positively radiant. Dr Lawrence May, an associate professor at the University of California, says eating right will maintain and build good collagen levels, the framework of the skin. Other nutritionist and dermatologists also advise to avoid “white poisons” – *sugar and salt* – which can cause bloating and puffiness due to water retention. But do you know exactly what good diet for the skin should be?

Here are some recommendations of healthy eating for beautiful skin, given by doctors:

- ✓ Water: Eight glasses a day is the best. You should drink green tea too as it will help flush the system of harmful toxins in addition to the antioxidant qualities that it has.
- ✓ Meats and Legumes: Since protein is the basic building block of collagen therefore you should also eat meat and legumes, the two best sources of proteins.
- ✓ Fruits and Veggies: They say not to drink the juice but eat the peels and rinds of the fruits instead as well as vegetable leaves as they are rich in antioxidants, not sugar.
- ✓ Fish: Besides as a source of protein, fish such as tuna, salmon and mackerel have abundant source of Omega-3 fatty-acids that can slow down the ageing effects caused by exposure to sunlight.

- Give 2 examples of wordprocessing software. (2)
- Give 2 text styles used in the article. (2)
- Give 2 ways how the recommendations are listed as 2 columns. (2)
- State the tool to use to do each of the following: (2)
  - check for spelling errors
  - find the alternative word for “abundant”
- Suggest how the tick (✓) symbol is inserted. (1)
- Give 3 things that you would do to improve the appearance of this article. (3)