THE UNIVERSITY OF THE WEST INDIES
Semester I ☒ Semester II ☐ Supplemental/Summer School ☐
Examinations of December ☒ /April/May ☐ /July ☐ 2011

Originating Campus: Cave Hill ☐ Mona ☒ St. Augustine ☐

Mode: On Campus ☒ By Distance ☐

Course Code and Title: LIBS6501 – INFORMATION TECHNOLOGY I

Date: December 9, 2011  Time: 2:00 p.m. – 5:00 p.m.

Duration: 3 HOURS  Paper No:

Materials required:

Answer booklet:  Normal ☐ Special ☐ Not required ☒

Calculator: Programmable ☐ Non Programmable ☒ (where applicable)

Multiple Choice answer sheets: numerical ☐ alphabetical ☐ 1-20 ☐ 1-100 ☐

Auxiliary/Other material(s) – Please specify:

Candidates are permitted to bring the following items to their desks:

Instructions to Candidates: This paper has 8 pages & 31 questions.

YOU ARE REQUIRED TO ANSWER ALL QUESTIONS.

PLEASE WRITE ANSWERS IN THE SPACES PROVIDED ON THE QUESTION PAPER.

Candidates are reminded that the examiners shall take into account the proper use of the English Language in determining the mark for each response.
1. State in full the abbreviation IPv6 and explain its main purpose. (2 marks)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

2. Identify TWO (2) important characteristics of a client/server network. (2 marks)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

3. State TWO (2) features which you would need to consider when evaluating the performance of a CPU. (2 marks)

______________________________________________________________________________
______________________________________________________________________________

4. Identify FOUR (4) main components of a network. (4 marks)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

5. Identify TWO (2) options in the broadband range, which a Caribbean library has for connecting to the Internet. (2 marks)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
6. Define an operating system and briefly explain its role in the functioning of a computer system. (3 marks)

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

7. Complete the following sentence by listing FIVE (5) activities of a database management system. A database management system is a software package which facilitates: (5 marks)

a) ________________________________________________________________
b) ________________________________________________________________
c) ________________________________________________________________
d) ________________________________________________________________
e) ________________________________________________________________

8. Give a definition of each of the following: FIELD, FILE, RECORD in a database: (3 marks)

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

9. Give a definition of a primary key in a database and give ONE (1) example of such a key. (3 marks)

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
10. What are the **FOUR (4)** basic steps of the “boot process”? (4 marks)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

11. Identify **TWO (2)** utility programs which are included in the Windows Operating system and state the role of each program. (4 marks)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

12. Give a definition of the motherboard of a personal computer. (1 mark)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

13. Today microprocessor speeds are usually expressed in **gigahertz (GHz)**, ____________ of cycles per second.

14. Identify **THREE (3)** features of a computer which you would use in assessing the image quality of a monitor. (3 marks)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
15. Outline the steps in the process of using Microsoft Word to create a Table of Contents for a document. (6 marks)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

16. Identify THREE (3) graphic file formats which you would insert in a PowerPoint presentation. (3 marks)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

17. Identify an audio file format which you would insert in a PowerPoint presentation. (1 mark)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

18. Identify FOUR (4) basic tags which each HTML document should include (4 marks)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

19. Identify SEVEN (7) major components which are housed within the System Unit of a personal computer. (7 marks)

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
20. (a) State the full name of the acronym USB and (b) briefly explain the reason for its popularity. (2 marks)
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

21. (a) State the full name of the acronym BIOS and (b) briefly explain its function. (2 marks)
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

22. Identify **TWO** (2) keys which can be used to pause a PowerPoint presentation and to show a blank screen. (3 marks)
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

23. Identify **ONE** (1) rule which can be used to produce an effective layout of a PowerPoint slide. (1 mark)
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

24. (a) What is a cell in a spreadsheet? (b) How is a cell referenced? (2 marks)
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
25. Outline the steps in the process of introducing a monthly or weekly “Series” into an Excel spreadsheet. (2 marks)

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

26. You have calculated the grades for your students out of a total of 50 marks and now need to convert these marks out of 25. Give the Excel formula which you would use to do the conversion of the data in cell B2. (2 marks)

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

27. Outline the formula which you would use in Excel for generating the average of the non-blank cells A1 to A14 in cell A15. (2 marks)

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

28. Identify THREE (3) ways in which hackers can cause damage to computer systems and networks. (3 marks)

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________
29. (a) What is a firewall, and (b) How does it keep a computer safe from hackers? (2 marks)
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

30. Identify THREE (3) types of viruses from which there is need to protect a personal computer connected to the Internet? (3 marks)
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

31. Give the meaning of bandwidth or data transfer rate.
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

END OF QUESTION PAPER