

840/1
INFORMATION AND
COMMUNICATIONS
TECHNOLOGY (ICT)

Paper 1
October 2024
2¹/₄ hours



KABS' ICT RESOURCES CENTER

Uganda Certificate of Education

INFORMATION AND COMMUNICATIONS TECHNOLOGY

Paper 1

Theory

2 hour 15 minutes

INSTRUCTIONS TO CANDIDATES:

*This paper consists of **two** sections; **A** and **B**. It has **five** examination items.*

*Section **A** has **one** compulsory item.*

*Section **B** has **two** parts; **I** and **II**. Answer **one** item from each part.*

*Answer **three** examination items in all.*

*Any additional item(s) answered will **not** be scored.*

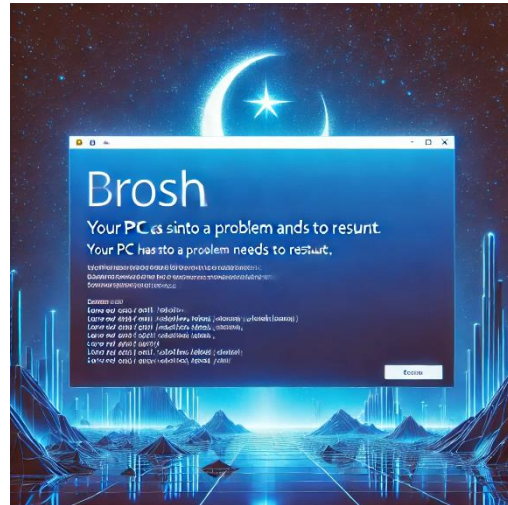
***All** answers **must** be written in the answer booklet(s) provided.*

SECTION A

Answer the item in this section.

Item 1:

Rita runs a small business and uses a single computer to manage her inventory, process sales reports, and maintain customer data. She has basic knowledge of ICT but struggles with starting the system correctly, using spreadsheets to track finances, and securing her data. Rita recently experienced a computer crash that resulted in data loss. She is concerned that if this continues, she may lose crucial business information.



Task:

- Guide Rita in selecting the appropriate ICT tools and practices for managing her business.
- Advise Rita on how to protect her data and prevent further loss through effective security measures.

SECTION B

This section has two Parts; I and II.

PART I

Answer one item from this part.

Item 2:

A primary school in your district has been using outdated computers for years. Recently, some of the machines have stopped functioning, and the school administration has decided to replace them. The school plans to discard the old computers but is unaware of proper e-waste disposal methods. They are also concerned about the security of student data stored on the old computers.



Task:

- Advise the school on secure methods to erase all sensitive student data from the old computers before disposal.
- Provide guidelines for environmentally safe disposal of electronic waste.

Item 3:

A tech start-up has a growing team that frequently shares files and collaborates using online platforms. Recently, a few employees have raised concerns about their personal health, citing issues like back pain, eye strain, and general discomfort due to prolonged computer use. Additionally, the company's IT department has discovered that a large number of unused electronic devices are piling up in storage.



Task:

Provide recommendations for improving employee health and safety in the workplace regarding ICT use. Additionally, suggest measures the company can take to properly manage and dispose of unused electronic devices.

PART II

Answer **one** item from this part.

Item 4:

A small NGO has decided to launch a new online platform to share research reports and community outreach information with the public. The team is unfamiliar with file and folder organization, and their current method of storing research files on shared drives has resulted in frequent loss and duplication of important documents. They also need a well-designed website to publish their reports online.

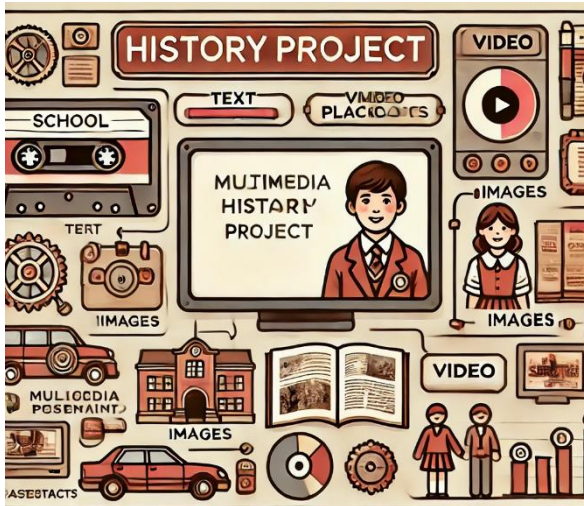


Task:

Develop a detailed plan for the NGO to implement an effective file and folder management system. Additionally, suggest how they can create a website to publish their research and reports for public access.

Item 5:

Paul and his classmates are working on a group project that involves creating a multimedia presentation about their school's history. They have access to several tools, including Microsoft PowerPoint, MS Publisher, and a video camera. However, they are unsure how to combine text, images, and videos into a coherent and interactive presentation. They also need to know how to present the final product offline.



Task:

Help Paul and his group plan how to create a multimedia presentation using the available tools. Provide guidance on how they can integrate text, images, and video clips into their presentation and ensure it is properly structured for an offline presentation.

END