



Province of the  
**EASTERN CAPE**  
EDUCATION

**NATIONAL  
SENIOR CERTIFICATE**

**GRADE 12**

**SEPTEMBER 2011**

**COMPUTER APPLICATIONS TECHNOLOGY P2  
MEMORANDUM**

**MARKS: 150**

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This memorandum consists of 10 pages.

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**MARKING MEMO****SECTION A****QUESTION 1 – MATCHING COLUMNS**

- 1.1 G ✓
- 1.2 N ✓
- 1.3 I ✓
- 1.4 L ✓
- 1.5 M ✓
- 1.6 B ✓
- 1.7 O ✓
- 1.8 J ✓
- 1.9 A ✓
- 1.10 E ✓

(10 x 1) [10]

**QUESTION 2 – MULTIPLE CHOICE**

- 2.1 B ✓
- 2.2 C ✓
- 2.3 B ✓
- 2.4 C ✓
- 2.5 A ✓
- 2.6 C ✓
- 2.7 D ✓
- 2.8 C ✓
- 2.9 C ✓
- 2.10 A ✓

(10 x 1) [10]

**TOTAL SECTION A: 20**

## SECTION B

## QUESTION 3

3.1 (Any TWO disadvantages)

- Less likely to be stolen. ✓
- Cheaper than a laptop. ✓
- Less likely to be damaged by dropping as it is not portable. ✓
- Cheaper to repair and upgrade, etc. ✓

(Any 2) 2

(Any TWO disadvantages)

- More expensive than a desktop. ✓
- Can easily be damaged by being dropped as it is a portable device. ✓
- Expensive to repair and upgrade, etc. ✓

(Any 2) 2 (4)

3.2 3.2.1 Storage devices such as hard drives store information and data permanently, ✓ whereas memory is used to store data and instructions temporarily ✓ whilst the computer is on. (2)

3.2.2 INTEL ✓ (1)

3.2.3 Yes ✓ – DVD writers are newer than CD's and are thus backward compatible to read and write CD's. ✓ (2)

3.3 3.3.1 Inkjet ✓ 1

3.3.2 Laser ✓ 1 (2)

3.4 Optical mouse uses an LED to detect movement, ✓ and infrared refers to a mouse that uses infrared to connect to the computer instead of a cable. ✓ (2)

3.5

- Cuts out cost of developing film and printing. ✓
- Small and relatively cheap. ✓
- Can view photo immediately. ✓
- Retake pictures that do not look good. ✓
- Can store more images on a memory card than a film. ✓
- The photo is already digital, so it can easily be manipulated on a computer or sent via e-mail. ✓

(Any 2) (2)

3.6 3.6.1 Laptop – Windows 7 ✓  
Desktop – Ubuntu OS (not open-office or Nero) ✓ 2

3.6.2 Notebook – licensed operating system – you have to pay for the OS. ✓  
Desktop – Open source – no licence to be paid. ✓ 2 (4)

- 3.7 The dual core processor has two cores that function separately as two CPU's ✓ and the quad core has 4 cores. ✓ (2)
- 3.8 Yes. ✓ Adding more RAM increases speed. ✓ (2)
- 3.9 3.9.1 (Any TWO of the following.)
- Up to 127 devices can be connected to one port. ✓
  - Very fast. ✓
  - Standardised port. ✓
  - Plug n play compatible (hot swappable) ✓ (Any 2) (2)
- 3.9.2 Monitor (screen) ✓  
Data project ✓ (2)
- 3.10
- Make sure the monitor has been switched on. ✓
  - Check that power cable is plugged in. ✓
  - Make sure that the monitor has power. ✓
  - Check that the brightness control has not been turned down. ✓
  - Is the monitor cable correctly plugged in? ✓ (Any 2) (2)
- 3.11 3.11.1
- Printing on both sides of the paper/recycling paper. ✓
  - Using a smaller font. ✓
  - Adapting the layout pages on a single sheet. ✓
  - Proofreading on screen/Print preview. ✓
  - Use recycled paper. ✓ (Any 2) (2)
- 3.11.2
- Environmentally friendly disposal of hardware. ✓
  - Recycle cartridges. ✓
  - Refurbish old computers. ✓
  - Lower power monitors OR LCD panel. ✓
  - Hibernate OR sleep mode. ✓ (Any 1) (1)
- [32]**

## QUESTION 4

- 4.1 4.1.1 An online conversation between two or more ✓ parties using video and audio. ✓ (2)
- 4.1.2
- Webcam ✓ 1
  - Microphone ✓ 1
  - Speakers ✓ 1 (3)
- 4.2 4.2.1
- Faster than normal snail mail. ✓
  - Communication is almost instantaneous. ✓
  - Attachments such as video or pictures can be sent in digital format. ✓
  - Much cheaper than normal mail. ✓ (Any 2) (2)
- 4.2.2
- Internet café` ✓
  - Hot spots ✓
  - Cellphones ✓
  - Cyber café` ✓ (Any 2) (2)
- 4.3 4.3.1
- Make sure the image sizes are as small as possible. ✓
  - If you cannot change the size, first ask for permission to send a big file, as it can be expensive and time consuming to download. ✓
  - Check for viruses. ✓ (Any 2) (2)
- 4.3.2
- Backups should be made regularly. ✓
  - Backups should be kept in a different physical location to the original data. ✓
  - Make multiple backups in case of failures. ✓ (Any 2) (2)
- 4.4
- Faster than dial-up. ✓
  - Continuous (permanently on) connection. ✓
  - You pay for your downloads and not the time spend on the internet. ✓
  - You can use the internet and receive phone call at the same time. ✓ (Any 3) (3)
- 4.5 4.5.1 An online diary ✓ (1)
- 4.5.2
- Requires little technical expertise. ✓
  - Easier to create. ✓
  - Easier to maintain. ✓
  - Easier to upload data. ✓
  - Some people may wish to keep an on-line diary and not a whole website. ✓ (Any 1) (1)

- 4.5.3 An RSS feed allows new posts to be automatically shown in a different location without physically visiting the site. ✓ (1)
- 4.6 4.6.1 Is a small audio video file. ✓ (1)
- 4.6.2
- Can be downloaded and then listened to or viewed without having to go on-line. ✓
  - Can be run on any computer system. ✓
  - Will run without having the software in which it was created. ✓
  - Can be viewed on a small portable device. ✓ (Any 2) (2)
- 4.7 Repetitive Strain Injury or more specific Carpal Tunnel Syndrome which is an example of RSI. ✓✓ (1)
- 4.8 The computer is trying to boot from a device that does not contain the correct OS files. This could be due to a CD being left in the drive, or a corrupt hard drive. ✓ Check for and remove any computer disks such as CD's and make sure the computer is booting from the correct drive. ✓ (2)
- [25]**

## QUESTION 5

- 5.1 5.1.1
- Can share hardware such as printers. ✓
  - Can be used to share information/data. ✓
  - Can be used to share software loaded on a server. ✓
  - Easier backup as all data is saved in a central location. ✓
  - Network licenses can be cheaper than purchasing individual licenses for each individual computer. ✓
  - Potentially better security as only authorised users may log on, etc. ✓ (Any 3) (3)
- 5.1.2
- NIC ✓
  - Communications channel ✓
  - Network software ✓ (Any 2) (2)
- 5.1.3
- No wires laying around. ✓
  - Easier to move a computing device and still be connected to the network. ✓ (2)
- 5.1.4 A LAN is smaller than a building or a campus, ✓ and a WAN is over a wide geographical area of more than one city, province or country. ✓ (2)
- 5.2 5.2.1 A program that was created deliberately ✓ in order to copy itself without the user's knowledge or permission ✓ and perform actions that are unwanted and unexpected. ✓ (3)

- 5.2.2
- Through the use of infected discs in your computer. ✓
  - Through the internet. ✓
  - Within the network. ✓✓
  - Through the use of illegally copied software. ✓ (Any 2) (2)
- 5.2.3
- Physical and logical access to the computer must be controlled. ✓
  - Use only software purchased from dealers and do not load copied or borrowed software. ✓
  - Make all users aware of viruses and the consequences. ✓
  - Make use of anti-virus software that regularly does tests on all the software used on the computer. ✓
  - Immediately remove infected discs or remove the virus with a suitable anti-virus package. ✓
  - Be very careful when opening e-mail messages on a computer connected to local area network if the origin of the message appears unknown or strange. ✓ (Any 2) (2)
- 5.2.4
- Malicious purpose ✓
  - Out of boredom ✓
  - To show how well they can program. ✓
  - For economic gain. ✓
  - To create/exploit security loopholes. ✓ (Any 1) (1)
- 5.2.5 The newest virus definitions have been downloaded ✓ and installed to make sure the computer is protected against the newest viruses. ✓ (2)
- 5.3 5.3.1 A type of a dialog box ✓ that pops-up on the screen while you are browsing the internet. ✓ (2)
- 5.3.2 A website that can be edited directly while accessing the website using a normal web browser, and not a web authoring program. Any user with access can do this. ✓✓ (2)
- 5.3.3 Hosting of videos ✓ (1)
- 5.4 5.4.1 A search engine is a website ✓ used to find webpages that match the search criteria entered. ✓ (2)

- 5.4.2
- Use quotation marks ✓
  - Use + or – signs in front of keywords ✓
  - Search within a search ✓
  - Use alternative words ✓
- (Any 2) (2)
- [28]**

## QUESTION 6

- 6.1 6.1.1
- Can mostly be downloaded conveniently from the internet. ✓
  - No copyright restriction, meaning the software can be distributed legally. ✓
  - The source code can be downloaded, changed and the program redistributed. ✓
- (Any 2) (2)
- 6.1.2
- After sales service is almost non-existent in most cases. ✓
  - Very few textbooks/manuals available. ✓
- (Any 2) (2)
- 6.1.3 Both are free. Freeware is the whole program, ✓ whereas shareware is only a part of the program meant as a demo. In a game only the first level or only certain functions are available in applications. ✓ (2)
- 6.2 6.2.1 No✓, the licence agreement indicates where software may be installed. A multi-user's licence will restrict the amount of computers but a site licence will be perfect as the computers are for the school's use. ✓ (2)
- 6.2.2
- License/activation code ✓
  - Agreement to license ✓
  - Full/custom install ✓
  - Destination folder ✓
  - Option to register on-line ✓
  - Option to read help file etc. ✓
- (Any 2) (2)
- 6.2.3 Illegal use of software, buying and selling of copied software. ✓ (1)
- 6.3 This is the minimum hardware and software needed ✓ to run the program successfully. ✓ (2)
- 6.4 6.4.1 Application software that functions as a personal organiser.✓✓ (2)
- 6.4.2
- An operating system ✓
  - The ability to send and receive e-mails ✓
  - Using scaled down software, etc. ✓
- (Any 2) (2)



- 6.4.3    • Android ✓  
           • Windows Phone ✓  
           • Symbian ✓  
           • Apple iOS ✓ (Any 1) (1)
- 6.5    6.5.1    • Makes files smaller. ✓  
               • Can be used across platforms. ✓  
               • User does not require the original program that the file was  
               created in. ✓  
               • To stop users from editing the document. ✓ (Any 2) (2)
- 6.5.2    Download and install a PDF reader. ✓ (1)
- [21]**

**QUESTION 7**

- 7.1    7.1.1    a. ID number – Text ✓  
               b. Telephone – Text ✓  
               c. Age – Number ✓ (3)
- 7.1.2    Using data validation. ✓ (1)
- 7.1.3    Student\_No ✓, will be unique to that student. ✓ (2)
- 7.2    LLL000EC  
           ✓    ✓    ✓ (3)
- 7.3    7.3.1    Find and replace ✓ (1)
- 7.3.2    To find a list of synonyms and antonyms ✓ (1)
- 7.3.3    All headings and sub headings to be displayed ✓ in the contents  
           page have been formatted using styles. ✓ (2)
- 7.3.4    • A table in a database. ✓  
               • Query in a database. ✓  
               • A spreadsheet. ✓  
               • A table in a word processing document. ✓ (Any 2) (2)
- 7.4    7.4.1    =B4 \* \$G\$13  
               One mark per cell reference ✓✓ and one mark for the absolute cell  
               referencing. ✓ (2)
- 7.4.2    Control panel, then regional settings ✓  
               Format currency to ZAR ✓ (Any 1) (1)

- 7.4.3
- Widen the column. ✓
  - Reduce the size of the content of the cell. ✓
  - Use different number format in the cell. ✓
- (Any 1) (1)

7.4.4 Text wrapping ✓ (1)

- 7.5
- Reduce margins ✓
  - Use the fit to one page option ✓
  - Change to landscape ✓
  - Change the font size used, etc. ✓
- (Any 2) (2)
- [24]**

**TOTAL: 150**