

**NATIONAL BUSINESS AND TECHNICAL EXAMINATIONS BOARD (GENERAL
EDUCATION EXAMINATION)**

**NBC/NTC SECTION B
ICT ESSAY**

Attempt FIVE questions in all, at least one from each section.
All questions carry equal marks

**SECTION A: INTRODUCTION TO INFORMATION AND COMMUNICATION
TECHNOLOGY (ICT)**

Question 1

- (a) Who is an internet service provider(ISP)?
- (b) State the meaning of the following acronym
 - (i) HTTP
 - (ii) HTML
 - (iii) FTP
- (c) Outline THREE major devices necessary to set up a cyber cafe in Nigeria?

Solution 1

- (a) It is an organization that provides users access to the internet.
- (b)
 - (i) HTTP- Hypertext Transfer Protocol
 - (ii) HTML- Hypertext Makeup language
 - (iii) FTP_ File Transfer Protocol
- (c) VSAT, Modem, computer systems, HUB, switches, power supply, cables e.t.c.

Any 3

Question 2

- (a) Describe briefly the following terms
 - (iv) peripheral device
 - (v) port
 - (vi) data bus
 - (vii) input device
- (b) What is the MAJOR function of arithmetic and logic unit in a computer processor?

Solution 2

- (a)(i) A peripheral device is a device that is attached/connected to the computer in order for it to function.
- (ii) A port is a communication interface that allows peripheral devices to be attached to the computer. It could be serial or parallel.
- (iii) Data bus is a path way through which data are transmitted.
- (iv) An input device is a device used for entering data into and/or gives instructions to the computer.
- (b) The major function of arithmetic and logical unit(ALU) is to perform arithmetic and logical operations.

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Question 3

COMPUTER APPLICATIONS I & II

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Give the procedure for opening an already saved file on a computer hard disk

Solution 3

Activate file

Select open

Select drive C

Select folder

Select filename

Click open/strike enter

Or

At the desktop

Activate my computer

Select drive C/ my document

Select file name

Click/strike enter

Or

Activate my document

Select file name

Click/strike enter

Question 4

(a) How can the following tasks below be accomplished in MS-word.

(i) Underlying a text

(ii) Italizing a text

(iii) Centralizing a text

(b) State the keyboard commands to perform the following tasks in MS-word

(i) bold

(ii) undo command

(iii) open a new document

(iv) save the current document

(v) send document to a printer

(vi) underline a word

Solution 4

(a) (i) Highlight or select the text

Click U/ ctrl + U

Or

Highlight or select the text

Activate format

Select font

Select underline style

Click OK/ Strike enter

(ii) Highlight or select the text

Click I/ ctrl + I

Or

Highlight or select the text
Activate format
Select font
Select italics
Click OK/ Strike enter

- (iii) Highlight or select the text
(b) Click center icon on the tool bar/ ctrl + E
- | | | |
|----------------|----|--------|
| (i) Ctrl + B | or | ctrl B |
| (ii) Ctrl + Z | or | ctrl Z |
| (iii) Ctrl + N | or | ctrl N |
| (iv) Ctrl + S | or | ctrl S |
| (v) Ctrl + P | or | ctrl P |
| (vi) Ctrl + U | or | ctrl U |

Question 5

- (a) Outline the procedure for creating a presentation on MS – power point.
(b) List FOUR slide layout in MS power point

Solution 5

- (a) Activate file
Select new
Select blank presentation
Select slide layout
Select design template
Or
Select auto wizard
Click next
Choose output type
Click next
Select the type of presentation
Click next
- (b) Text layout
Content layout
Picture with caption
Title and content
Section leader
Two content
Content with caption
Comparison e.t.c.

Any 4

Question 6

Give the steps for modifying an object in AUTOCAD using the following:

- (a) erase
- (b) move
- (c) stretch
- (d) offset

Solution 6

- (a) Highlight the object
Click erase tool on the modifying tool bar
Click on the object to erase
Or
Pick and select erase icon
Enter W <R> (at the command line)
Position the cursor at a suitable point
Left click
Move the cursor to drag out a window
(rectangle) and click
Right click <R> Pick a point
Or
Select modify erase
Enter C <R> (at the command line)
Pick any point on the screen
Drag out a window and pick the other corner
Right click or <R>
- (b) Select the move icon
Enter W <R>
Pick a point P1
Enter R <R>
Pick circles D1 and D2, then right click
Pick line D3
Enter point of displacement e.g.
@ - 115, -130 <R>
- (c) Select the STRETCH icon
Enter C <R>
Window the top of the vertical line and dimension
Right click
Pick top end of line
Enter point of displacement e.g.
@ 0, 23 <R>
Or

At menu bar, select modify – stretch
Enter C <R>
Window the top of poly line and dimension
Right click
Pick top end of poly lines
Enter point of displacement e.g. @ 0, 3.5 <R>

Or

At the command line, enter STRETCH <R>
Enter C <R>
Window the vertex of triangle indicated
Right click
Pick indicated vertex as the base point
Enter point of displacement e.g. @ 10, 0

- (d) At menu bar
Select modify – offset
Enter off set distance e.g. 75 <R>
Select object to offset and pick line D3
Specify a point on side to offset and
Pick as indicated
Or
Select OFFSET icon
Enter offset distance e.g.50 <R>
Pick line D1
Pick any point to the right of line D1 as indicated
Pick line D2a
Pick any point to the left of line D2 as indicated
Right click
Or
At the command line, enter OFFSET <R>
Set an offset distance
Offset line D4 as indicated

Question 7

Explain briefly how properties tool bar can be used to change

- (i) Object weight
- (ii) Object type
- (iii) Object color

Solution 7

- (a) Properties tool bar is used to change object weight by scrolling line weight control arrow to select the required thickness.
- (b) Properties tool bar is used to change object type by scrolling line type control arrow select line types in terms of continuous, centre, hidden, dotted e.t.c

- (c) Properties tool bar is used to change object color by scrolling color control arrow and selecting one of the standard colors but if others is selected from the color pool-down menu, the color (color) dialogue box is displayed allowing access to all colors available in AUTOCAD.

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