



THE INSTITUTE OF CORPORATE SECRETARIES OF PAKISTAN  
C.I.S EXAMINATION JANUARY 2014

MODULE A

PAPER: INFORMATION TECHNOLOGY

GROUP II

**Time allowed 3 Hours**

**Max. Marks: 100**

**Instructions:** Attempt all questions.

- |  |             |
|--|-------------|
|  | Marks<br>30 |
|--|-------------|
- Q1. MCQs. Select the *Best Suitable* answer for each.
1. The Operating System is responsible for
    - a) Controlling peripherals devices such as monitor, printer, disk drives
    - b) Detecting errors in user's programs
    - c) Provide an interface that allows users to choose program to run and manipulate files
    - d) Manage user's files on disk
  2. Instructions in a stored program are normally executed
    - a) In sequential order or in the order directed by statements within the program
    - b) Only in random order
    - c) In random or sequential order
    - d) In random, sequential or any desired order permitted by the program
  3. An online direct access system
    - a) Is well-suited to processing invoices in a small business
    - b) Runs at periodic intervals
    - c) Provides accurate information in a timely manner
    - d) Is a stand-alone microcomputer
  4. Which of the following is NOT application software?
    - a) Word processing
    - b) CD-ROM
    - c) Spreadsheet
    - d) E-mail
  5. Characteristics of an entity or organism to alter itself of its responses to the changed circumstances or environment.
    - a) Programmer/Analyst
    - b) Feedback
    - c) Adaptability
    - d) Database Administrator
  6. The total volume of work performed by the computer system over a given period of time is termed as \_\_\_\_\_
    - a) Throughput
    - b) MHz
    - c) GHz
    - d) Output
  7. A group of circuits interconnecting all sections of the microprocessor is called a \_\_\_\_\_
    - a) Protocol
    - b) Bus
    - c) Control Unit
    - d) ALU

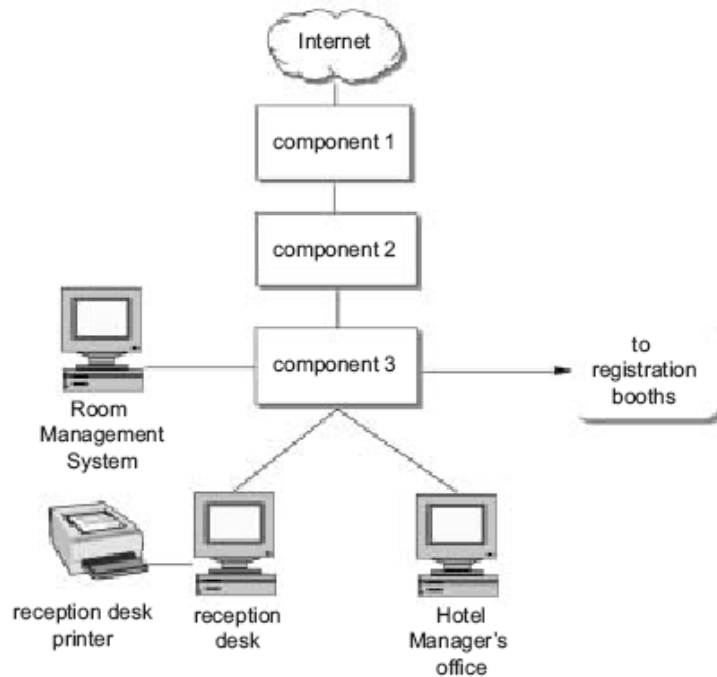
8. \_\_\_\_\_ is a boundary shared by human beings and computer.
- a) Reports
  - b) Data
  - c) Interface
  - d) Printer
9. \_\_\_\_\_ means browsing for information over the internet.
- a) Search Engine
  - b) Surfing
  - c) Internet Explorer
  - d) Searching
10. Information of a permanent nature is stored in a \_\_\_\_\_ file.
- a) Backup
  - b) Transaction
  - c) Flat
  - d) Master
11. A network topology where all computers are connected to a central Hub is called \_\_\_\_\_.
- a) Token Ring
  - b) Ring
  - c) Star
  - d) Bus
12. 'Firmware' is associated with :
- a) Application Software for firm
  - b) Software in ROM
  - c) Special purpose hardware
  - d) Benchmark Software
13. Transistor Technology was used in \_\_\_\_\_ generation of Computers.
- a) First
  - b) Third
  - c) Second
  - d) Forth
14. A number system with a base of 8 is known as :
- a) Binary
  - b) Hexadecimal
  - c) Octal
  - d) Digital
15. All data processing involves
- a) processing
  - b) input and output
  - c) input and processing
  - d) input, processing and output
16. Global search-and-replace in word processing allows you to
- a) Correct a consistently misspelled word
  - b) Avoid typing many repetitions of a phrase
  - c) Adjust the page format (width and length) for an entire document
  - d) Vary the content of a text by randomly substituting synonyms for selected words
17. A single microcomputer will have
- a) RAM
  - b) REM
  - c) ROM
  - d) RAM and ROM
18. Which of the following computer components has volatile memory?
- a) ROM
  - b) Floppy Disk
  - c) RAM
  - d) Hard Drive
  - e)

19. Each storage location in computer memory
- a) Has a unique address
  - b) Represents one word
  - c) Represents a field
  - d) Has the same address
20. The decimal number 87 converts to the binary number
- a) 0100110
  - b) 1010111
  - c) 1100001
  - d) 1101101
21. The secondary storage device that is utilized frequently in back-up procedure is a(n)
- a) monitor
  - b) magnetic tape
  - c) CD-ROM
  - d) Optical scanner
22. A modem is a device that
- a) Controls the mouse and other input functions
  - b) Links the computer's central processor to a peripheral device
  - c) Converts digital signals to analog signals
  - d) Converts basic programs to machine language
23. Information can be transferred between the database management system and a
- a) Spreadsheet program
  - b) Word processor program
  - c) Graphics program
  - d) All of the above
24. Magnetic tape is
- a) Better for storage when direct access will be used
  - b) Equally appropriate for direct and sequential storage
  - c) Better for storage when data will be accessed sequentially
  - d)
25. A URL refers to a
- a) Web page address
  - b) Memory chip
  - c) Type of database index
  - d) Programming language
26. 1. All of the following are input devices EXCEPT a
- a) Keyboard
  - b) Monitor
  - c) Microphone
  - d) Mouse
27. A distributed-processing environment includes
- a) A single computer with a distributed processor
  - b) Computer systems at ten or more separate locations administered by on IT department
  - c) Computer systems at five or more locations
  - d) Computer systems at a number geographic locations linked to a central computer
28. A formula in a spread sheet can
- a) Change the point size
  - b) Total a column of numbers
  - c) Save all pages of the worksheet
  - d) Apply formatting to the worksheet



Q5.

05



The network diagram above shows a layout of the proposed new system. Three components in the diagram are not identified. From the list below select the most suitable components for each and describe its function.

- LAN
- Server
- Modem
- Network card
- Switch
- Wan
- Workstation
- Router

Q6. Define the following systems

- i. Transaction Processing System (TPS) 04
- ii. Decision Support System (DDS) 04
- iii. Executive Support System (ESS) 04
- iv. Expert System (ES) 04

Q7. Define the following:

- i. Wide Area Network 03
- ii. Local Area Network 03
- iii. Metropolitan Area Network 03
- iv. Value Added Network 03