MOPANI COPPER MINES PLC SCHOOLS

Grade 8 - Quiz #01

Computer Studies Paper 1

2022

Time: 20 minutes

INSTRUCTIONS TO CANDIDATES

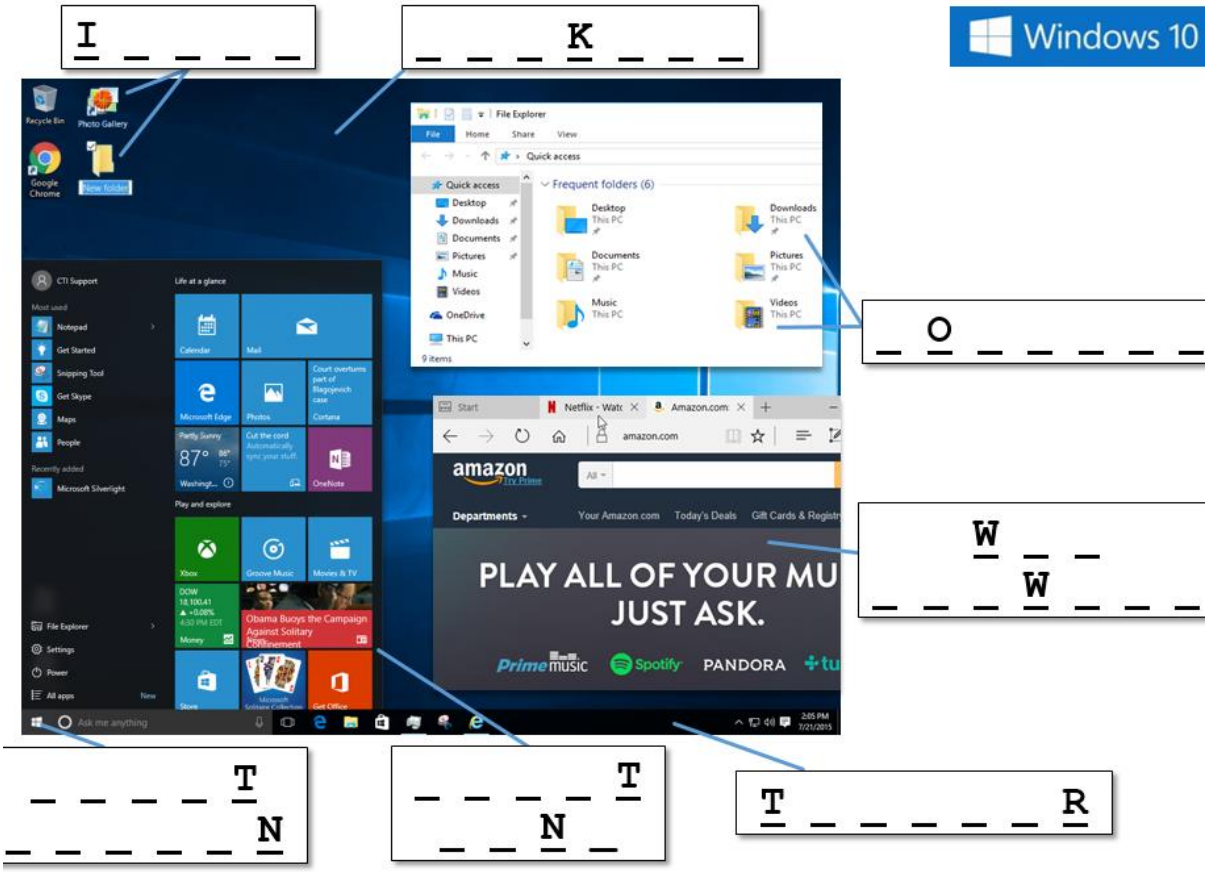
1. Write your name and examination number on the question paper
2. Answer all the questions in the paper

Information for Candidates

The number of marks is shown in brackets [ ] at the end of each question or part question.

Cell phone are not allowed in the examination room

1. Label the missing parts.



[7]

2. Explain the difference between copy-paste and cut-paste

……

……

……

…… [2]

3. Name a window action similar to

(a) Copy-paste ……..... [1]

(b) Cut-paste ……. [1]

4. …….. is a place where copied and/ or cut text is temporarily stored. [1]

5. (a) Where do deleted files and folders go? ……. [1]

(b) Write a keyboard shortcut key used to delete files permanently …… [1]

6. Give four features of Graphical User Interface

1. ……..
2. ……..
3. ……..

4. …….. [4]

7. Explain how one can open Microsoft Word on the computer

……

……

……

……. [2]

8. (a) In any window, the maximize button, minimize button and the close button appear on…… bar [1]

   (b) …… means expanding the window to fill the entire screen [1]

9. (a) What is the default name for a folder? …….. [1]

   (b) What is the file size of an empty folder? ……... [1]

10. Zipped files are ……. files. [1]

END OF QUIZ