

## ACADEMIC YEAR 2023 – 2024

<b>Program</b>	<b>Term</b>	<b>Semester</b>	<b>Paper</b>
<b>FOUNDATION</b>	<b>1</b>	<b>1</b>	<b>MAIN</b>
<b>MODULE NAME:</b>	<b>INFORMATION TECHNOLOGY-II</b>		
<b>MODULE CODE:</b>	<b>FCOM002</b>	<b>EXAM DATE:</b>	<b>16/11/2023</b>
<b>TEACHER'S NAME:</b>	<b>Ahlam Al Balushi</b>	<b>DURATION:</b>	<b>2 hrs.</b>

Questions to be answered on:	Allowed requirements	Number of pages
MS Word and Moodle	Pen /Computer	(Incl. Cover Page): 5

### Points of Attention:

- For each question, the maximum earned points are mentioned between brackets at the end of each question.
- All answers must be written **in English**.
- Create a folder on the One Drive. Save your computer file(s) in this folder.
- Folder name must include Student ID-First Name-Class Number. Example: 00444-18-Ahmed-A02.
- When finished, upload your file to **Moodle**.
- Cheating /copying is not allowed and will result in failing the exam.

### FINAL MARKS

<b>STUDENT NAME:</b>	
<b>STUDENT ID:</b>	
<b>CLASS:</b>	

<b>40</b>
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Number of answer scripts: .....

Invigilator: .....

Student's signature: .....

Time of receipt: .....

## Question 1

[10 Marks]

1. Create a new Word Processing file.
2. Copy the text provided on Moodle to the next page.

A Learning Management System (LMS) is an operating system platform that enables you to provide online materials and training programmes to high school students while also tracking their progress. This system's programmes help teachers achieve their pedagogical goals by organising course content and assisting students.

LMSs promote connection and collaboration between students and teaching professionals outside of the classroom while increasing independence via the use of technology. An online discussion forum is one option accessible in the LMS that improves the foundation of the class for students by allowing asynchronous conversation and facilitating problem solving. LMS packages have long been promoted as a low-cost way that can provide students with high-quality learning by providing constant access to learning materials and allowing professors to administer their courses more efficiently.

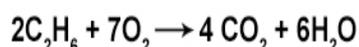
(Al-Mamary, 2022)

3. Set the **font type** and **size** of the text to **Times New Roman** and **12**. (1 mark)
4. Set the text alignment to **Justify**. (0.5 mark)
5. Change the text to two columns. (1.5 marks)
6. Insert WordArt above the text and type 'E-learning'. (1 mark)
  - The **font size** and **font type** of the **WordArt** must be 42 and Times New Roman (1 mark)
  - Apply 'Wave: up' **Transform effect** to the WordArt (1 mark)
7. Insert a **picture** related to e-learning to the **right side** of the text: (1.mark)
  - **Crop** a small part of the picture (0.5 mark)
  - Set the **picture's height** to 3 pt (0.5 mark)
  - Apply '**Half Reflection: 4 Point offset**' effect to the picture (1 mark)
  - Set the **Brightness** to zero and the **Contrast** to -40% (1 mark)

## Question 2

[11 Marks]

1. Insert a **rectangle shape** and apply the following: (1 mark)
  - **Fill** it with light blue (0.5 mark)
  - Set the **outline weight** to 2 pt (0.5 mark)
  - Change the **outline colour** to purple (0.5 mark)
  - Apply the 'Round' **bevel effect** (0.5 mark)
  
2. Insert a **triangle** inside the rectangle and apply the following: (1 mark)
  - **Fill** it with light orange (0.5 mark)
  - Set the **outline** weight to 1 ½ pt. (0.5 mark)
  - Set outline to dotted (0.5 mark)
  - Change the **outline colour** to dark green
  - Type inside the triangle (1.5 marks)



3. Insert a **pentagon** inside the rectangle and apply the following: (1 mark)
  - **Fill** it with any textured colour (0.5 mark)
  - Don't set an outline (0.5 mark)
  - Type inside the pentagon (2 marks)

$$\frac{11 + x}{x^3} + 2x(5 - x)$$

## Question 3

[4 Marks]

1. Insert a page break.
2. Create a column chart using the below table. The chart must have a title and axis titles.

Vegetables	Quantity
Carrots	30
Broccoli	18
Spinach	13
Bell peppers	44

#### Question 4

[3 Marks]

1. Add a header and type your college name on the left side and the date on the right side of the page. (1.5 marks)
2. Add a footer that must contain 'Year 2023-2024' on the left side and a page number on the right side of the page. (1.5 marks)

#### Question 5

[12 Marks]

1. Create a new Word Processing file.
2. Insert a **table** with **3 columns** and **4 rows**. (1 mark)
3. Enter the data as follows:  
Column 1: Employee, Ahmed Salim, Mohammed Ali, Noor Faisal (1 mark)  
Column 2: Tasks. IT System Upgrade, Analyse Sale Data, Budget Review (1 mark)  
Column 3: Status, In progress, Completed, Not Started (1 mark)
4. Add a new row above row #1 and merge all cells. (1 mark)
5. In the merged cells of row #1, type “Employee Task Assignments”. (1 mark)
6. Split the second cell in the second row and add the text “Network Maintenance”. (1 mark)
7. Set the **font type** and **size** of row #1 and #2 to **Times New Roman** and **18**. (1 mark)
8. Set **font type** and **size** of other rows to **Times New Roman** and **15**. (1 mark)
9. Align all text in the table to the center. (1 mark)
10. Change the **text direction** of “Status” to be **vertical**. (1 mark)
11. Apply the following **Borders** option to the first row: (1 mark)
  1. Setting: all
  2. Style: treble line 
  3. Color: dark blue
  4. Width: 1 ½ pt

**Reference:**

Al-Mamary, Y.H. (2022). 'Understanding the use of learning management systems by undergraduate university students using the UTAUT model: Credible evidence from Saudi Arabia', *International Journal of Information Management Data Insights*, 2(2), p. 100092. doi:10.1016/j.jjime.2022.100092.

**MLO & Bloom's Level of Complexity**

Q #	MLO Addressed	Complexity Level	Mark	Remark
Question 1	<b>9, 12</b>	Applying	12	
Question 2	<b>12</b>	Applying	4	
Question 3	<b>13</b>	Applying	11	
Question 4	<b>11</b>	Applying	3	
Question 5	<b>10</b>	Applying	10	