

Final Exam
PITI.I: IT FOUNDATIONS
Fall 2025

Points of attention:

- For each question, the maximum earned points are specified in the question.
- Write clearly! Answers that are not readable are not marked and don't earn marks!
- All answers should be written in English using **blue or black pens** only.
- Use the pencil only for diagrams and graphs.
- Show all the calculation steps in the given space.
- When finished, submit the question paper, together with the answer scripts and the signed cover page to the invigilator.
- Any cheating/copying may result in an instant failing of the examination.

Exam Duration: 2 hours
Instructor's Name: Ahlam Mohammed Al Balushi
Exam Date: 15/12/2025
Program: LTM

	40
	10

Student Information	
Name:	<input type="text"/>
Signature:	<input type="text"/>
ID:	<input type="text"/>

Invigilator	
Initials:	<input type="text"/>
Time received:	<input type="text"/>
<input type="checkbox"/> Student ID checked	

Question 1**[14 marks]**

1. **Download** the **Final Exam-2** that is provided in Moodle.
2. Open the first “Q.1” sheet in the Final Exam-2.

	A	B	C	D	E	F	G	H
	Shipment ID	Client Name	Destination City	Package Weight (kg)	Rate per Kg (OMR)	Handling Fee (OMR)	Total Charge (OMR)	Shipment Status
1								
2	S401	Global Mart LLC	Muscat	12	1.6	3		
3	S402	Al Sahwa Stores	Sohar	8	2.1	2.5		
4	S403	Bright Electronics	Nizwa	20	1.3	4		
5	S404	Oman Home Supplies	Sur	5	2.8	1.5		
6	S405	FastFix Tools	Salalah	14	1.9	3.5		
7								
8								
9								
10								
11								
12								

3. Format the currency to OMR with one decimal place in columns E, F, and G. (2 marks)
4. Type a formula in column G to calculate the Total Charge for each shipment. (2 marks)
5. Use a function in column H to display “Heavy Load” if the Package Weight is greater than 10; otherwise, display “Standard Load”. (2 marks)
6. Use a function to calculate the Package Weight for shipments going to “Muscat”. Enter the answer in cell D9. (2 marks)
7. Use a function to find the highest Rate per Kg in column E. Enter the answer in cell D10. (2 marks)
8. Use a function to determine how many shipments are classified as “Heavy Load” in column H. Enter the answer in cell D11. (2 marks)
9. There is a 25% discount on the total charge for shipments going to Muscat in C2. What is the total charge? Enter the answer in cell D12. (2 marks)

Question 2**[14 marks]**

1. Open the first “Q.2” sheet in the Final Exam-2.

	A	B	C	D	E	F	G	H	I	J
1	Item ID	Item Name	Category	Factory Location	Units Produced	Units in Stock				
2	F701	Steel Bolts	Hardware	Muscat Factory	5,000	1,200				
3	F702	Plastic Covers	Packaging	Sohar Factory	8,500	3,400				
4	F703	Copper Wires	Electrical	Nizwa Factory	2,200	600				
5	F704	Rubber Seals	Mechanical	Sur Factory	4,000	1,050				
6	F705	Aluminum Sheets	Raw Material	Muscat Factory	3,500	900				
7	F706	Safety Helmets	Safety	Salalah Factory	1,300	450				
8	F707	Bearing Rings	Mechanical	Sur Factory	2,800	750				
9	F708	Fuse Components	Electrical	Nizwa Factory	1,900	500				
10	F709	Carton Boxes	Packaging	Sohar Factory	10,000	4,200				
11	F710	Steel Rods	Raw Material	Muscat Factory	2,600	700				

2. Use a function to determine the 3rd highest number of Units Produced in column E.
Enter the answer in cell J4. (2 marks)
3. Use a function to find the minimum Units in Stock in column F. Enter the answer in cell J5. (2 marks)
4. Insert a column titled “Stock Status” in column G. (1 mark)
5. In column G, use a function to determine stock condition. If Units in Stock is less than 700, display “Low Stock; Otherwise, display “Sufficient Stock.” (2 marks)
6. Create a Pivot Table in a new worksheet, displaying Item Name, Units Produced, and Units in Stock. (3 marks)
7. Create a clustered column Pivot Chart, adding a proper title and style. (3 marks)
8. Insert a slicer for Factory Location. (1 mark)

Question 3**[12 marks]**

1. Create a new Word document and insert three pages.
2. On the first page, write the following:
 - Title: The Role of Digital Technologies in Transforming Modern Logistics Operations (0.5 marks)
 - Set the font size to *40 pt* and the font type to *Times New Roman* (0.5 marks)
 - Your Full Name and Student ID below the title (0.5 marks)
 - Set the font size to *30 pt* and the font type to *Times New Roman* (0.5 marks)
 - Align the title and name to the center of the page (0.5 marks)
3. On the second page, insert a Table of Contents. (1 mark)
4. Insert a Header and Footer that start from the third page only: (1 mark)
 - In the Header, type on the left side: IT Foundations (0.5 marks)
 - On the right side: 2025-2026 (0.5 marks)
 - In the Footer, insert a Page Number (0.5 marks)
5. Apply these formatting settings to Heading 1 (from Styles): (2 marks)
 - Font: *Times New Roman*
 - Font Size: *12 pt*
 - Font Style: *Bold*
 - Font Color: *Dark Blue*
6. Apply these formatting settings to Heading 2 (from Styles): (2 marks)
 - Font: *Times New Roman*
 - Font Size: *12 pt*
 - Font Style: *Bold*
 - Font Color: *Dark Blue*
7. Copy the heading and sub-heading, along with the text below them, from the file provided in Moodle and paste them on the third page.
8. Apply the following formatting to the paragraph:
 - Set the font size to *12 pt* and the font type to *Times New Roman*. (1 mark)
 - Set the alignment to *Justify*. (0.5 marks)
 - Use Change Case to make the phrase *global warming* UPPERCASE. (0.5 marks)

MLO and Bloom's Level of Complexity

Q #	MLO Addressed	Complexity Level	Mark	Remark
1	4,3	Application	14	
2	4, 3	Application	14	
3	1,2	Creation	12	