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Past Papers
ICATS IT CONTEST
Grade 9-10
2017-2019



INTERNATIONAL
CATS CONTESTS
COMPETENCE & APTITUDE TESTING SERVICES
FASTEST GROWING CONTESTS IN PAKISTAN

ICATS IT

Contest 2017



ADOLESCENTS
GRADE 9 & 10 / O-LEVELS



**INTERNATIONAL
CATS CONTESTS**
COMPETENCE & APTITUDE TESTING SERVICES

ICATS IT CONTEST 2017

ADOLESCENTS (GRADE 9 & 10 / O-LEVELS)

TIME ALLOWED : 90 MINUTES

MAXIMUM MARKS : 90

TOTAL QUESTIONS : 30 MCQS

INSTRUCTIONS

1. DON'T START ATTEMPTING THE PAPER UNTIL INSTRUCTED BY THE INVIGILATORS.
2. INSTRUCTIONS FROM THE EXAMINATION INVIGILATORS MUST BE CARRIED OUT PROMPTLY.
3. WRITE YOUR NAME, FATHER NAME, SCHOOL NAME, ADDRESS ETC AT THE BUBBLE SHEET (ANSWER SHEET) ONLY.
4. RECORD ALL ANSWERS ON THE BUBBLE SHEET ONLY. SELECT BEST ANSWER FROM THE FOUR GIVEN OPTIONS AND MARK ONLY ONE OPTION IN EACH QUESTION.
5. USE BLUE / BLACK INK TO FILL UP THE CIRCLES FOR YOUR ANSWERS ON THE BUBBLE SHEET. USE OF LEAD PENCIL IS NOT ALLOWED.
6. USE OF ANY HELPING MATERIAL INCLUDING CELL PHONES AND ELECTRONIC DEVICES IS STRICTLY PROHIBITED.
7. EVERY CORRECT ANSWER EARNS THREE POINTS. THERE WOULD BE NEGATIVE MARKING. ONE POINT WOULD BE DEDUCTED FOR EVERY INCORRECT ANSWER.
8. CANDIDATES MAY NOT LEAVE THE EXAMINATION ROOM UNESCORTED FOR ANY REASON, AND THIS INCLUDES USING THE WASHROOM.
9. NO MATERIALS OR ELECTRONIC DEVICES SHALL BE BROUGHT INTO THE ROOM.
10. THERE ARE FIVE CATEGORIES OF THE CONTEST AS UNDER:
 - A. TODDLERS (GRADE 1 & 2)
 - B. KIDS (GRADE 3 & 4)
 - C. JUNIORS (GRADE 5 & 6)
 - D. JUVENILES (GRADE 7 & 8)
 - E. ADOLESCENTS (GRADE 9 & 10 / O-LEVELS)
11. ONLY REGISTERED STUDENTS CAN PARTICIPATE IN THE CONTEST.
12. NO CANDIDATE SHALL TAKE OUT OF THE HALL ANY ANSWER BOOK(S) OR PART OF AN ANSWER BOOK, WHETHER USED OR UNUSED, OR OTHER SUPPLIED MATERIAL.
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15. ANY ACADEMIC MISCONDUCT OR MALPRACTICE MUST BE REPORTED TO INTERNATIONAL CATS CONTESTS AT INFO@CATSCONTESTS.ORG

Q1. The earliest known device that produced numerical calculations is the

- A** Punched-card loom **B** Abacus **C** Analytical Engine **D** None of these
-

Q2. Which one is the feature of Fifth generation computers?

- A** The introduction of the integrated circuit.
B Artificial Intelligence & the Internet.
C The introduction of the integrated circuit, artificial intelligence and parallel processing.
D None of these
-

Q3. Which of the following statements is not true about the FORTRAN language?

- A** FORTRAN is a high level language.
B A FORTRAN program, written for the IBM-PC, is totally different from a FORTRAN program written for execution on the SUN machine.
C FORTRAN is extensively used to write programs for performing scientific computation.
D All of the above.
-

Q4. Steve Jobs and Steve Wozniak built their first computer using a wooden box. Their company has grown and is still around today. The name of the company is:

- A** Microsoft **B** Linux **C** Apple **D** Windows

Q5. You have a system that periodically locks up. You have ruled out software, and now suspect that it is hardware. What should you do first that could help you narrow it down to the component at fault?

A rotate the RAM

B replace the RAM

C replace the level 2 cache SIMM

D disable the CPU cache in CMOS

Q6. Headers and Footers in different sections of a document are connected to each other until you perform an action to remove this link. What is the name of the function and where will you find it?

A Continue from Previous Section, which is located in the Page Number Format dialogue box.

B Same as Previous, which is located under the Header & Footer Tools contextual tab, in the Navigation group.

C Unlink from Previous, which is located under the Header & Footer Tools Contextual Tab, in the Navigation group.

D Link to Previous, which is located under the Header & Footer Tools Contextual Tab, in the Navigation group.

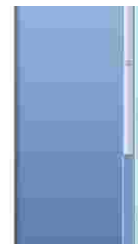
Q7.



Proactive participation in school / colleges' educational uplift through providing objective educational assessment tools is one of the prime responsibilities assumed by ICATS.

ICATS competition is a source of inspiration for all the participants to challenge their academic and sporting skillset.

ICATS helps you identify your strengths and weaknesses which you may not always know until your competition points them out. It helps you to narrow your focus on a specific problem to improve it or your competitive



Study the screenshot of a block quote above. Which of the follow represent the first step in creating such a block quote?

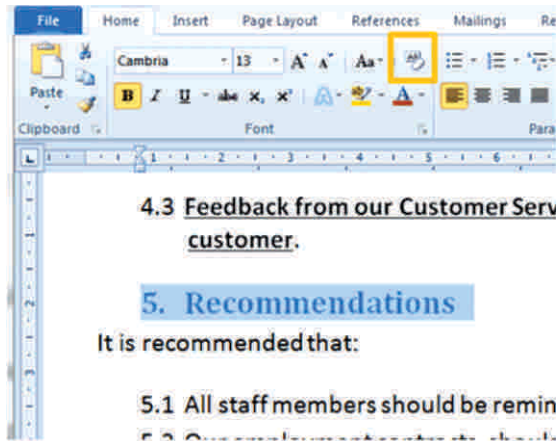
A Press the Increase Indent button once to indent the text and create the block quote.

B Move the Left and Right Indent Markers on the Ruler to create the block quote.

C In the Paragraph dialogue box set a value for Left and Right Indents to create the block quote.

D Select the paragraph or position your cursor in the paragraph you wish to apply the indents to.

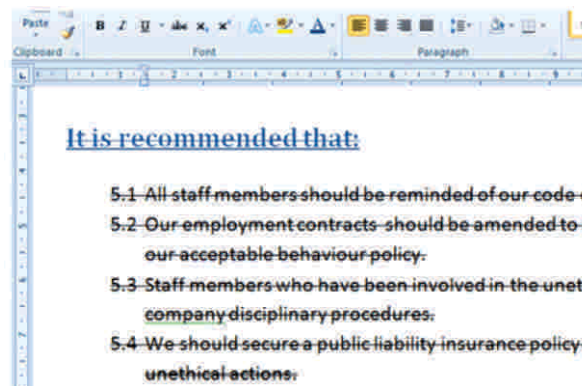
Q8.



Which of the following best describes the function of the button on the Ribbon circled in orange in the screenshot above?

- A You use it to change the font type of selected text.
- B You use it to copy the formatting of selected text.
- C You use it to clear formatting from selected text.
- D You use it to place a border around selected words.

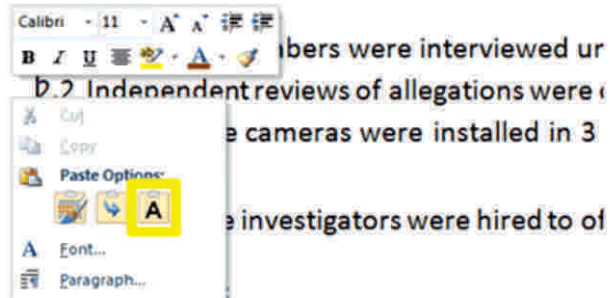
Q9.



Study the screenshot above. How would you remove the lines through the text?

- A Use the Clear Formatting button to remove the Strikethrough effect.
- B Press Ctrl+Shift+n to return the formatting to the default font formatting for the document.
- C Select the text and toggle the Strikethrough button to 'off'.
- D All of the above are correct.

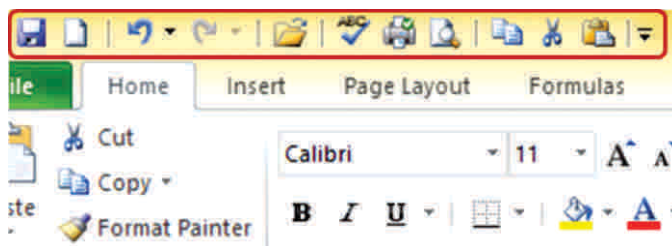
Q10.



Study the screenshot above. The above menu appears when you right-click after copying text. Which of the following options best describes what will happen to text you paste by using the Paste Option "A" circled in yellow above?

- A** Content will be pasted as unformatted text only.
- B** Content will be pasted in uppercase letters only.
- C** All the content you copied will be pasted.
- D** All of the above options are correct.

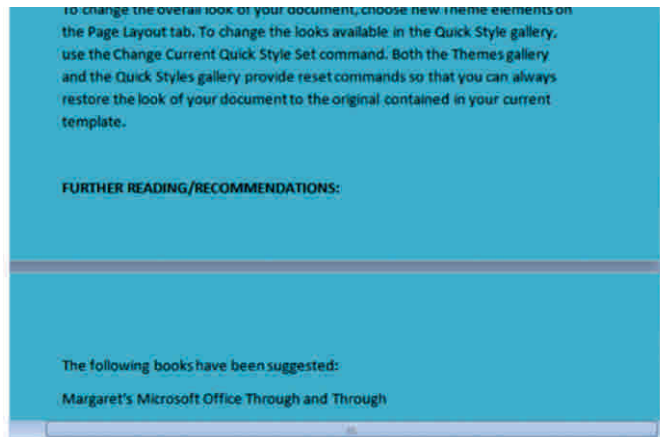
Q11.



Study the screenshot above. Lilly wishes to remove some of the buttons and vertical lines on the Quick Access Toolbar (circled in red in the screenshot above). How can she do this quickly?

- A** She needs to select the button or vertical line to remove and press the Delete button on her keyboard.
- B** She needs to go to the Insert tab and select Edit the Quick Access Toolbar Button in the Edit group to remove buttons.
- C** She can right click on a button or vertical line and select Remove from Quick Access Toolbar from the list.
- D** It is not advisable to edit the Quick Access Toolbar without advanced Microsoft Office knowledge.

Q12.



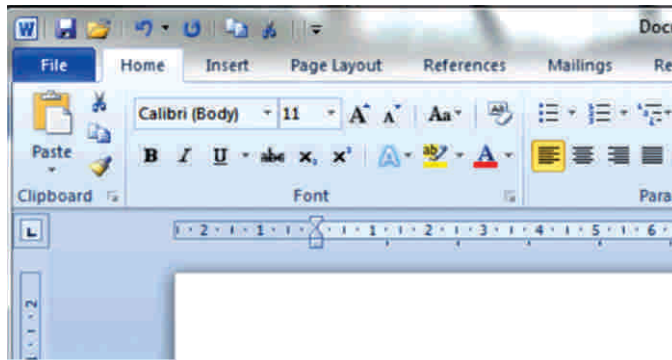
Study the screenshot above. When reviewing this document, Lauren noticed that there were several instances where a heading was on a separate page from the paragraph that followed it. How can she fix this and stop it from happening again?

- A** If she presses enter a few times before the heading, it will move the heading down to the next page.
- B** If she selects the text and then tick: Keep Lines Together in the Paragraph dialogue box under the Line and Page Breaks tab, it will keep the lines of text and the heading together.
- C** If she selects the text and then tick Keep With Next in the Paragraph dialogue box under the Line and Page Breaks tab, it will keep the lines of text and heading together.
- D** If she selects the text and then press Ctrl+Shift+Enter, it will manually keep lines of text together.

Q13. What is the purpose of the Widow/Orphan control tick box in the Paragraph dialogue box under the Line and Page Breaks tab?

- A** It automatically removes extra page breaks within a document when ticked.
- B** It controls how paragraphs are spaced out and prevents paragraphs from becoming separated.
- C** It prevents one line of text appearing on one page and the rest of the paragraph on another.
- D** It allows you to use the Keep With Next and Keep Lines Together options.

Q14.



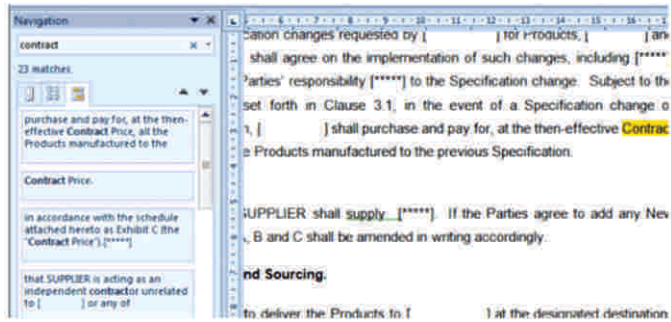
Study the screenshot above this question. What are the vertical lines in-between some of the buttons on the Quick Access Toolbar called and how are they inserted?

- A** They are called separators. Insert them from the "Modify the Quick Access Toolbar" dialogue box.
- B** They are called dividers. Insert them from the "Modify the Quick Access Toolbar" dialogue box.
- C** They are called separator lines. Insert them by right-clicking on the Quick Access Toolbar and selecting "Insert Line Break".
- D** They are called division lines. Insert them by grouping items on the Quick Access Toolbar together by moving them up or down.

Q15. Which of the following is the easiest method to move to the start of a 135 page document?

- A** Pressing Home will take you to the beginning of the document.
- B** Pressing Control + Home will take you to the beginning of the document.
- C** Using the scrolling wheel on your mouse to scroll up to the first page of the document.
- D** Pressing Control + Up arrow to move to the beginning of the document.

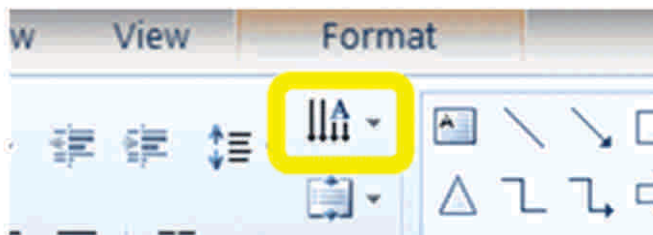
Q16.



Study the Navigation Pane in the screenshot above. It notes that the word "contract" occurs 23 times in this document. How can I use the navigation pane to QUICKLY scroll through each instance of the word "contract" individually?

- A** Press the Previous Search Result and Next Search result buttons to scroll upwards and downwards through each instances of the word "contract" in the document.
- B** Scroll through the document using Control + Page Up and Control + Page down. All the instances of "contract" will be highlighted by the Navigation Pane and easy to find.
- C** Open the Go To dialogue box and press the Next and Previous buttons to go through the results.
- D** Select the first instance of the word "contract" and press Control + G to navigate through all instances of the word.

Q17.



Study the screenshot above. What is the function of the button that is circled in yellow?

- A** This is the Text Direction button. Click on it to change the direction of text in the Text Box.
- B** This is the Paragraph Formatting button. Click on it to change the line spacing of paragraphs in a Text Box.
- C** This is the Text Box Spread Tool. Click on it to ensure your text is spaced out to fill the entire Text Box.
- D** This is the Text Box Alignment button. Click on it to align text within a Text Box and ensure different text boxes do not overlap.

Q18.

	A	B	C	D
1	Birthday Party - Dinner at Scouborgs			
2	Invitees:	Fish	Steak	
3	JAMES LUVITT	\$45.00		
4	GLORIA SMITH		\$52.00	
5	FREDDIE WHITE	\$45.00		
6	PETER LIMP	\$45.00		
7	SONIA KAPOOR		\$52.00	
8	MATT LORR	\$45.00		
9	BRAD SKIVVITT	\$45.00		
10	FRONA SKUDENSKI		\$52.00	
11	MINA MACKLIN	\$45.00		
12	RUTH LACE		\$52.00	
13	Totals:	\$270.00	\$208.00	

Study the screenshot above. What will happen to the formula and/or the result (total) in cell C13 if a value is entered into the highlighted cell (C5)?

- A** The total in C13 will automatically update to include the amount entered.
- B** Nothing will happen. The formula will have to be reinserted to include the new value.
- C** The formula will return an error message as the numbers that were included in the original formula are not the same any longer.
- D** Cell C13 will display the formula instead of the total amount.

Q19.

	B	C	D	E
1		Date of Hire	Department	Office Location
2	Barbara Smith	6/14/92	Tech. Support	2
3	Carryn Gary	10/1/03	Engineering	1
4	Lee Marsh	6/1/01	Development	8
5	Barry Gummy	10/17/12	Facilities	6
6	Gina James	1/26/00	Accounting	4
7	Lawrence Crabtree	12/15/10	Human Resouro	8
8	Percy Nome	7/18/95	Accounting	9

What is a quick way of finding any blank cells in a region of data?

- A** Use the Go To Special function and select 'blanks' from the list.
- B** Use the Go To Special function and select 'current region' to highlight only cells containing data.
- C** Use the Select All button to select the entire worksheet (it will automatically exclude blank cells).
- D** Use the Go To function and type 'Blank' into the Reference box to find empty cells.

Q20.

	A	B	C	D	E	F
1	of High Street					
2	Name:	Job Title:	Duties			
3	Peter	Handy Ma	Clean, cut the lawn, walk the dogs			
4	Laura	Writer	Write articles and content for webpages			
5	Karen	Manager	Manages a fast food store			
6	Adam	Chief Offi	Directs company, philanthropist			
7	Steffie	Printer	Print and sets documents			
8	Michel	Contracto	Performs duties as needed.			

Study the example of a spreadsheet in the image above. Which steps do I need to take to ensure the title that is cut off in row 1 appears centered across column A, B and C?

- A Resize the cells until the title fits across these columns.
- B Double click the column divider line in column C to adjust it.
- C Select the cell containing the title text (A1). Click Merge & Centre.
- D Select the three cells (A1:C1). Click Merge & Centre.

Q21.

	A	B	C	D	E
1	VAT:	1.05			
2					
3	Project	Unit Cost	Labour	Total	
4	78.5	\$52.00	\$18.00	\$73.50	
5	92.3	\$103.00	\$63.00	\$174.30	
6	22.1	\$25.00	\$8.00	\$34.65	
7	565	\$36.00	\$2.00	\$39.90	
8	32.1	\$45.00	\$18.00	\$66.15	
9	243.23	\$56.00	\$8.00	\$67.20	
10	25.1	\$85.00	\$55.00	\$147.00	

Study the screenshot above. What will happen to the formula contained in D4:D10 should we move the contents of Cell B1 (1.05) to cell E25 on the worksheet?

- A The formula will update so that the last part of it will be *\$E\$25.
- B There will be no change to the formula or value of the cell.
- C The cells will return a #REF! error.
- D The formula will no longer calculate the correct values.

Q22.

	A	B	C	D
1	Weekly Groceries:			
2				
3	Milk	\$15.00		
4	Bread	\$8.90		
5	Cheese	\$25.00		
6	Meat	\$350.00		
7	Wine	\$100.00		
8	Water	\$20.00		
9	Pasta	\$20.00		
10	Rice	\$10.00		
11	Fruit	\$100.00		
12	Veg	\$50.00		
13	Condiments	\$10.00		
14	Cleaning	\$20.00		
15	Treats	\$120.00		
16	Total:			
17				

Study the screenshot above. James wishes to work out the total for the weekly grocery bill for himself and his roommate. The total should display in cell B16 (highlighted in green). Which of the following methods will be successful in displaying the total?

- A** Select cells B3:B15, press AutoSum and then press enter.
- B** In cell B16 type the formula: =Sum(B3:B15) and press enter.
- C** In cell B16 type the formula: =B3+B4+B5+B6+B7+B8+B9+B10+B11+B12+B13+B14+B15
- D** All of the above options are correct.

Q23.

	A	B	C	D
4	Laura	Writer	Write articles and content for webpages	
5	Karen	Manager	Manages a fast food store	
6	Adam	Chief Officer	Directs company, philatropist	
7	Steffie	Printer	Print and sets documents	

Study the example above. You will note the contents in many of the cells are not lining up and look inconsistent. What is a quick way of fixing this?

- A** Select the whole spreadsheet and click on the Merge & Centre button.
- B** Select the whole spreadsheet and click on the Wrap Text button.
- C** Select the whole spreadsheet and click on one of the horizontal alignment buttons and one of the vertical alignment buttons.
- D** Select the whole spreadsheet, click on the Wrap Text button and then on one of the horizontal alignment buttons.

Q24.

Total Sales by Quarter:							
Sales Person:	Q1	Q2	Q3	Q4	Total	Bonus	
Janine	\$ 980.00	\$ 260.00	\$ 480.00	\$ 102.00	\$ 1,822.00	\$ 91.10	
Rita	\$ 1,052.00	\$ 852.00	\$ 1,023.00	\$ 1,001.00	\$ 3,928.00	\$196.40	
Lahone	\$ 260.00	\$ 120.00	\$ 560.00	\$ 362.00	\$ 1,302.00	\$ 65.10	
Sajev	\$ 968.00	\$ 369.00	\$ 980.00	\$ 1,423.00	\$ 3,740.00	\$187.00	
Raka	\$ 123.00	\$ 258.00	\$ 852.00	\$ 1,059.00	\$ 2,292.00	\$114.60	
Rajesh	\$ 369.00	\$ 855.00	\$ 978.00	\$ 230.00	\$ 2,432.00	\$121.60	
Cora	\$ 152.00	\$ 398.00	\$ 982.00	\$ 1,358.00	\$ 2,890.00	\$144.50	
Neetu	\$ 982.00	\$ 986.00	\$ 987.00	\$ 896.00	\$ 3,851.00	\$192.55	
Sameera	\$ 258.00	\$ 1,274.00	\$ 25.00	\$ -	\$ 1,557.00	\$ 77.85	

Study the screenshot above. Rakesh is looking for the usual buttons and groups on the Ribbon, but they all seem to have disappeared. What should Rakesh do?

- A** The Window is minimized. Rakesh must resize the window by pressing the square maximize button to restore the window.
- B** The View type selected is hiding the Ribbon. Rakesh must click on the View tab and select Normal View.
- C** The Ribbon is minimized. Rakesh must press Ctrl+F1 to restore it.
- D** There are no buttons to display for the current worksheet. Rakesh must create a new worksheet to restore the Ribbon.

Q25. Laurie often needs to print, change page set-up and spellcheck slides. She hates having to search for these function buttons in different places on the Ribbon every time she wishes to use them. What is the solution?

- A** She could add the buttons for the above functions to the Quick Ribbon Status Bar at the bottom of the screen.
- B** She could add the buttons for the above functions to the Quick Access Toolbar at the top left-hand corner of the screen.
- C** She could create shortcuts on her desktop for the above functions to ensure quick access.
- D** She could add all of the above functions to the Status Bar at the bottom of the PowerPoint screen.

- Q26.** Study the screenshot below. How can you replicate the position of the Text Box on this slide, i.e. diagonally across the screen?



- A** Use the Word Art function and select the diagonal text option.
- B** Use the rotation handle on a Text Box to rotate the text diagonally.
- C** Insert the text as a diagonal image that is automatically at the right angle.
- D** All of the options listed above are correct.

- Q27.** To get a set of boxes to be separated by equal spaces in MS PowerPoint, as those in the image below are, which option would you use?

COMPETENCE

AND

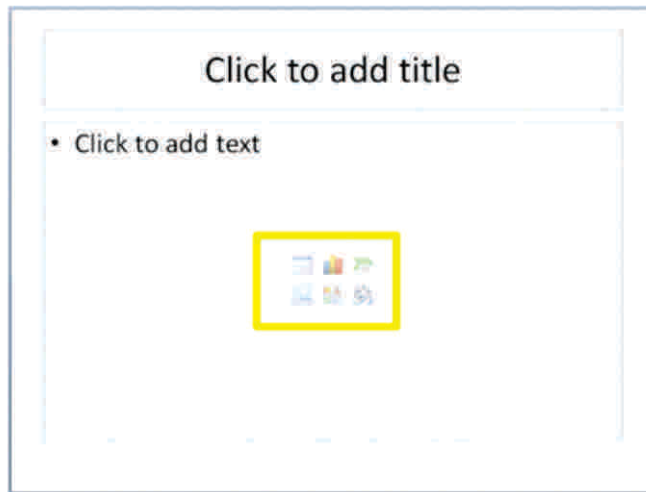
APTITUDE

TESTING

SERVICES

- A** The Align Middle option.
- B** The Distribute Vertically option.
- C** The Align Centre option.
- D** The Distribute Horizontally option.

Q28.



Examine the screenshot above. What are the items circled in yellow called and what will happen when you click on them?

- A** These are called image icons. They are inserted to make a slide look more colorful and professional.
- B** These are called content holders. They are hyperlinks to where content such as a table or chart is located.
- C** These are called placeholders. They will insert an object such as a table or a chart when clicked.
- D** These are called format holders. They work when the PowerPoint presentation is in Live preview.

Q29. Which of the following HTML code is correct to align following paragraph to the right of available space on browser window?

- A** `<p text-align="right">`
- B** `<p style="text-align=right">`
- C** `<p style="align:right">`
- D** Both a & c

Q30. What is the attribute for `<image>` tag?

- A** pt
- B** url
- C** path
- D** src



INSTRUCTIONS

- This is a generic answer sheet to be used by participants of all grades. Students of Grade 1-2 will fill in circles of first 20 questions, Grade 3-4 will fill in circles of 25 questions and Grade 5-10 will fill in circles of 30 questions.
- Please recheck your Name, Father Name, Grade and School written below, the same would appear at your certificate.
- Use of lead pencil is not allowed.
- Use only Black / Blue ink to fill in the circles.

ICATS IT Contest 2017 Grade 9-10

Choose only ONE of the FOUR proposed answers (A, B, C or D) and fill in the circle with your answer.

Example of correctly filled table of answers.

(A) (B) (C) (D) Correct Filling Answer "C"

(A) (B) (X) (D) wrong filling

(A) (B) (C) (D) wrong filling

(A) (B) (✓) (D) wrong filling

(A) (B) (C) (D) wrong filling

Q Answer

- 1 (A) (B) (C) (D)
2 (A) (B) (C) (D)
3 (A) (B) (C) (D)
4 (A) (B) (C) (D)
5 (A) (B) (C) (D)
6 (A) (B) (C) (D)
7 (A) (B) (C) (D)
8 (A) (B) (C) (D)
9 (A) (B) (C) (D)
10 (A) (B) (C) (D)

Q Answer

- 11 (A) (B) (C) (D)
12 (A) (B) (C) (D)
13 (A) (B) (C) (D)
14 (A) (B) (C) (D)
15 (A) (B) (C) (D)
16 (A) (B) (C) (D)
17 (A) (B) (C) (D)
18 (A) (B) (C) (D)
19 (A) (B) (C) (D)
20 (A) (B) (C) (D)

Q Answer

- 21 (A) (B) (C) (D)
22 (A) (B) (C) (D)
23 (A) (B) (C) (D)
24 (A) (B) (C) (D)
25 (A) (B) (C) (D)
26 (A) (B) (C) (D)
27 (A) (B) (C) (D)
28 (A) (B) (C) (D)
29 (A) (B) (C) (D)
30 (A) (B) (C) (D)



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ICATS **IT**

CONTEST 2018
QUESTION BOOKLET

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Q1. The first computers used vacuum tubes for circuitry and magnetic drums for memory, and were often enormous, taking up entire rooms. They were very expensive to operate and in addition to using a great deal of electricity, generated a lot of heat, which was often the cause of malfunctions. This generation of computers relied on machine language to perform operations, and they could only solve one problem at a time. Input was based on punched cards and paper tape, and output was displayed on printouts. What generation of computers are we talking about?

A First Generation - 1940-1956:

B Second Generation - 1956-1963:

C Third Generation - 1964-1971:

D Fourth Generation - 1971-Present:

Q2. Though punch cards are so symbolic and have been used for over than 200 years in various fields of expertise, they actually were slow, low-capacity and required a lot of devices, efforts and time for processing. That's why, during the 1960s, the punch card as the primary medium was gradually replaced by better, more capable and more efficient devices. It became the most popular way of storing of computer data until the mid 1980s.

A Magnetic Tapes

B Punch cards

C Floppy disk

D Hard drive

Q3. This seventeenth century scientist, mathematician and philosopher is credited with having built the first adding machine; a programming language is also named after him. What is his name?

A Steve Jobs

B John Backus

C John von Neumann

D Blaise Pascal

Q4. Who is considered father of the internet and now vice president of Google?

A Bill Gates

B Larry Page

C George Bush

D Vinton Cerf

Q5. What is a common resolution for a computer monitor?

A 320x240

B 1024x768

C 3600x2150

D 524x524

Q6. The following are the steps to shutdown a computer. Which of them is/ are correct?

A Click Start button, click ok. Select the Shut down option and click ok, to shut down Windows

B Click Start button, click shutdown, select Shut down option, click ok, to shut down windows.

C Click Start button, click shutdown, select the shut down option and click cancel, to shut down windows.

D Click Start button, click shutdown, select the restart option and click the ok, to shut down Windows.

Q7. There are few keys on the keyboard that are available at two places on it. Now which of the following statements is/are incorrect?

1. Shift keys are found in two places.
2. Backspace keys are found in three places.
3. Spacebar keys are found in two places.
4. Enter keys are two in number on the keyboard.

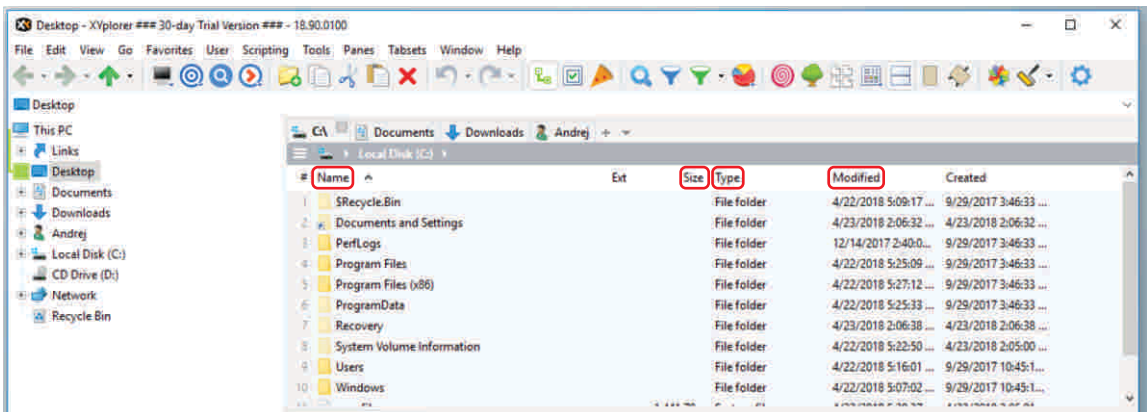
A 1 and 3 are incorrect

B 2 and 3 are incorrect

C 1, 2 and 4 are incorrect

D All are incorrect

Q8. Look at the image below. Where can you click ONCE to automatically sort the files from smallest to largest?



A Name

B Date modified

C Type

D Size

Q9. The best way to move some text from page No. 2 of your document to another part of your essay at page No. 47 would be to

- A** Delete the text and then re-type it.
 - B** Highlight the text, and then drag it into place with the mouse.
 - C** Highlight the text, and press the up or down arrows to move it.
 - D** Highlight the text, press ctrl-x then select the place you would like to text to appear and press ctrl-v
-

Q10. Which program can open the below given file?


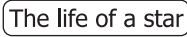
ICATS.jpg

- A** Paint
 - B** Excel
 - C** Word
 - D** Movie Maker
-

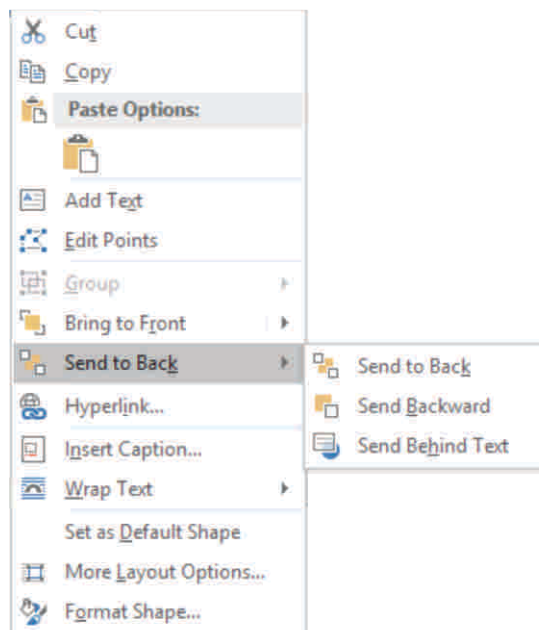
Q11. Taha wants to insert the words "American History" at the top of every page of his 83 page essay. Which of the following is the EASIEST method for him to do this?

- A** He can type the words "American History" onto the first page of the document and then copy and paste it onto all of the other pages.
- B** He can type the words "American History" onto the first page of the document and click on the Header button to repeat it on all of the other pages.
- C** He can type the words "American History" onto the first page after selecting the Header region of the document by clicking the top edge of the page. It will automatically be repeated in all subsequent header regions of the document.
- D** None of the above options are correct.

Q12. In creating the heading for your Science assignment, you carried out the three stages below:

Stage	Screen View	Process
1	The life of a star	Heading text
2		Box added
3		Completed heading

What process did you carry out in Stage 2 to give the screen view shown in Stage 3?



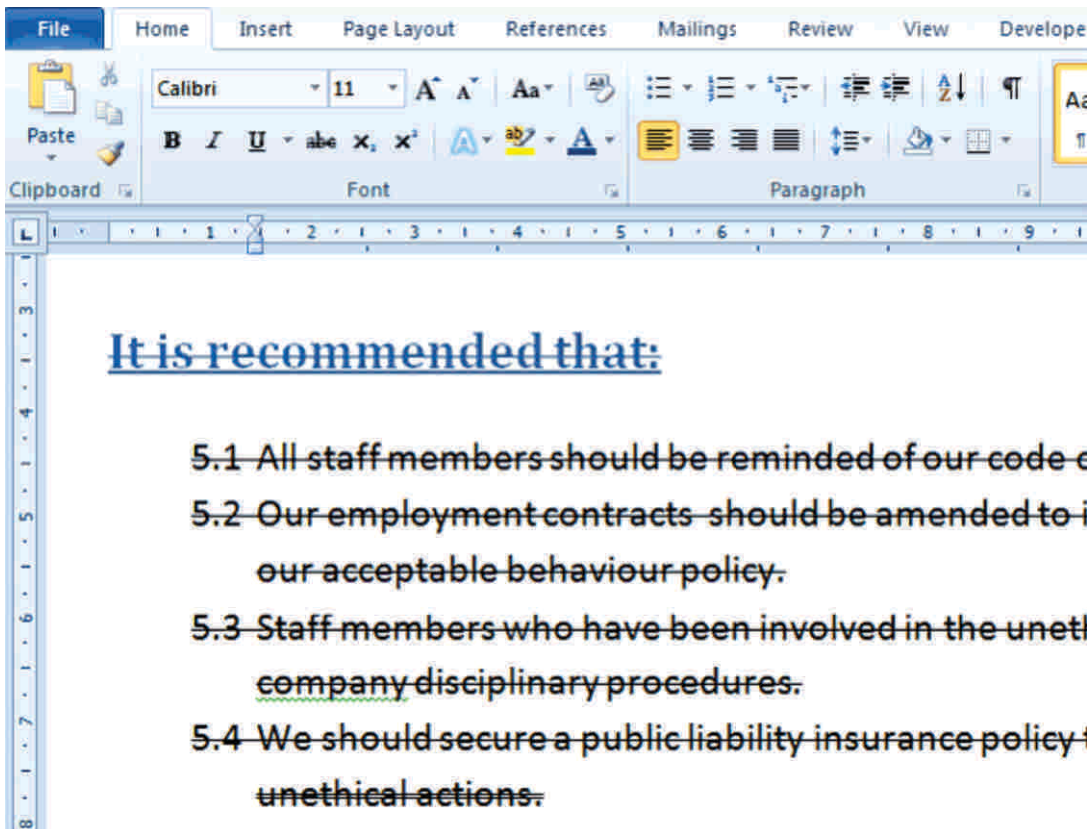
A Bring to Front

B Send to Back

C Send Backward

D Send Behind Text

Q13. Study the screenshot below. How would you remove the lines through the text?



- A** Use the Clear Formatting button to remove the Strikethrough effect.
- B** Press Ctrl+Shift+n to return the formatting to the default font formatting for the document.
- C** Select the text and toggle the Strikethrough button to 'off'.
- D** All of the above are correct.

Q14. You wish to see what each Font type will look like applied to the heading of your document. Which of the following is the **QUICKEST** way for you to do this?

- A** By hovering your mouse cursor over each font name in the Font list to see what it will look like before being applied to selected text.
 - B** Use the Shift+F3 shortcut to quickly cycle through each available font type to see what it will look like when applied.
 - C** Select each font by clicking it to apply it to the heading text. Keep changing it until you find something you like.
 - D** All of the above options will work equally efficiently.
-

Q15. To quickly move back to the first cell of your worksheet (usually A1), which shortcut combination would you use?

- A** I would press Ctrl+Up Arrow Key.
- B** I would press Ctrl+Page Up.
- C** I would press Ctrl+Home.
- D** I would press Ctrl+Space.

Q16. Study the highlighted cells in the image below and identify which of the following represents the correct cell address for these cells:

	A	B	C	D	E	F
7	Total sales	50000	78200	89500	91250	308950
8	Cost of sales	25000	42050	59450	60450	186950
9	Gross profit	25000	36150	30050	30800	122000
10						
11	Overhead	7500	7520	5620	3520	24160
12	Marketing	7000	6630	4500	3200	21330
13		14500	14150	10120	6720	45490
14	Net profit	10500	22000	19930	24080	76510
15	Profit %	21	28	22	26	25
16						

- A** The cell reference for the selected cells is B:21, C:28, D:22, E:26 and F:25.
- B** The cell reference for the selected cells is row 15, column F
- C** The cell reference for the selected cells is F4:F5
- D** The cell reference for the selected cells is B15:F15

Q17. The Recent Workbooks list located in the Backstage View shows all workbooks recently opened. What action can I take to ensure a workbook remains on this list regardless of how many workbooks I opened subsequent to opening this workbook?

- A** I can save the Workbook to the Recent Workbooks folder.
- B** By adding the Workbook to My Favorites on the Quick Access Toolbar.
- C** The Recent Workbooks list automatically keeps all workbooks that have been opened and I do not need to do anything.
- D** By 'pinning' the workbook to the Recent Workbooks list by clicking the pin icon located next to it.

Q18. Which of the following is NOT a paste option in Excel?

- A** Paste values – pastes the values of the copied cells only.
- B** Keep source formatting – pastes the copied cells in the same format as what the originals are formatted in.
- C** Paste zeros – replaces copied text with zeros containing the same number of decimals as the originals.
- D** Paste link – pastes a link to the cell containing the original value.

Q19. A user wanted to create a numbered list 1 -10. When he used the Autofill Handle it created a list of 10 number 1s (as pictured below). What is the solution?

	A	B	C	D	E
1	NO.	Participant			
2	1				
3	1				
4	1				
5	1				
6	1				
7	1				
8	1				
9	1				
10	1				
11	1				
12					
13					

- A** Insert the formula =Sum(1) in the first cell before using the Autofill handle to increment each successive fill by 1 step.
- B** On the Home tab, go to the Editing group and click the Fill button.
- C** Select cells A2 to A11. On the Home tab select Merge and Centre to create a numbered list.
- D** Click on the Autofill Options icon that appears just after completing an Autofill and select 'Fill Series' from the options.

Q20. Which of the following describes the group of cells that are highlighted?

	A	B	C	D	E	F	G
1		Employee 1	Employee 2	Employee 3	Aggregate Value		
2	Monday	\$4,356	\$5,674	\$3,674	\$13,704		
3	Tuesday	\$3,453	\$7,893	\$8,796	\$20,142		
4	Wednesday	\$6,783	\$9,870	\$2,674	\$19,327		
5	Thursday	\$6,784	\$5,647	\$7,768	\$20,199		
6	Friday	\$2,387	\$8,768	\$8,876	\$20,031		
7	Saturday	\$9,878	\$8,796	\$2,341	\$21,015		
8	Aggregate Value	\$33,641	\$46,648	\$34,129	\$114,418		
9							
10							

A Column

B Line

C Pie

D Area

Q21. Suppose that the class grade for a six-week period is based on 3 tests (T1, T2, T3), each of which counts for 15%, 4 quizzes (Q1, Q2, Q3, Q4), each of which counts for 10%, and a homework notebook (HW), which counts for 15%. The grades are recorded in a spreadsheet similar to the one below.

	A	B	C	D	E	F	G	H	I	J
1	Name	T1	T2	T3	Q1	Q2	Q3	Q4	HW	AVG
2	Jane	87	92	80	76	79	87	74	90	
3	Joe	91	85	77	78	88	96	90	92	
4	Bill	64	72	70	80	81	74	77	80	
5	Brenda	96	88	91	76	91	100	74	98	

Which of the following formulas would NOT be a correct calculation of the six-week weighted average for Jane?

A $=B2*0.15+C2*0.15+D2*0.15+E2*0.1+F2*0.1+G2*0.1+H2*0.1+I2*0.15$

B $=(B2+C2+D2+I2)*0.15+(E2+F2+G2+H2)*0.1$

C $=((B2+C2+D2+I2)*1.5+(E2+F2+G2+H2))/10$

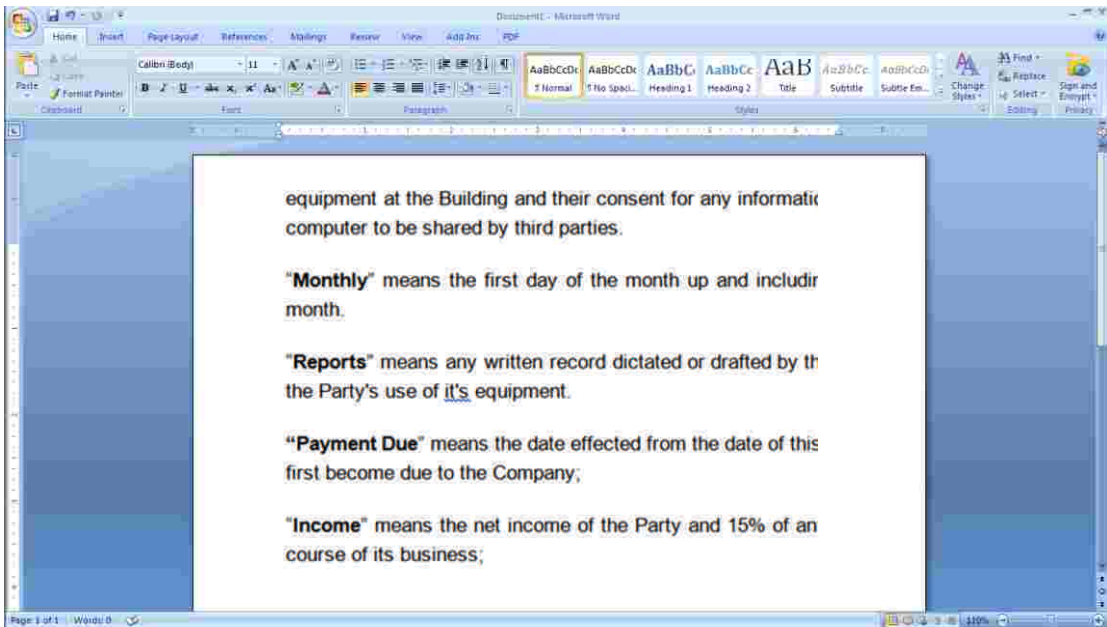
D $=(B2+C2+D2+I2)/15+(E2+F2+G2+H2)/10$

Q22. It is important to keep in mind what the three things are you would like your audience to remember when walking away from your presentation. How can you ensure you bring these three points across clearly?

- A** If you plan your presentation around the main points you wish to make and have a clear goal in mind for the purpose of the talk.
 - B** If you repeat the slides and bullets a few times to ensure the audience remembers them.
 - C** If you use controversial, awesome, amazing or unique gimmicks in your PowerPoint slides, your points will be memorable.
 - D** If you use stunning graphics, fonts, slide transitions and animations, your points will be memorable.
-

Q23. To resize an object both in width and height in a power point presentation slide, which of the following options will be successful?

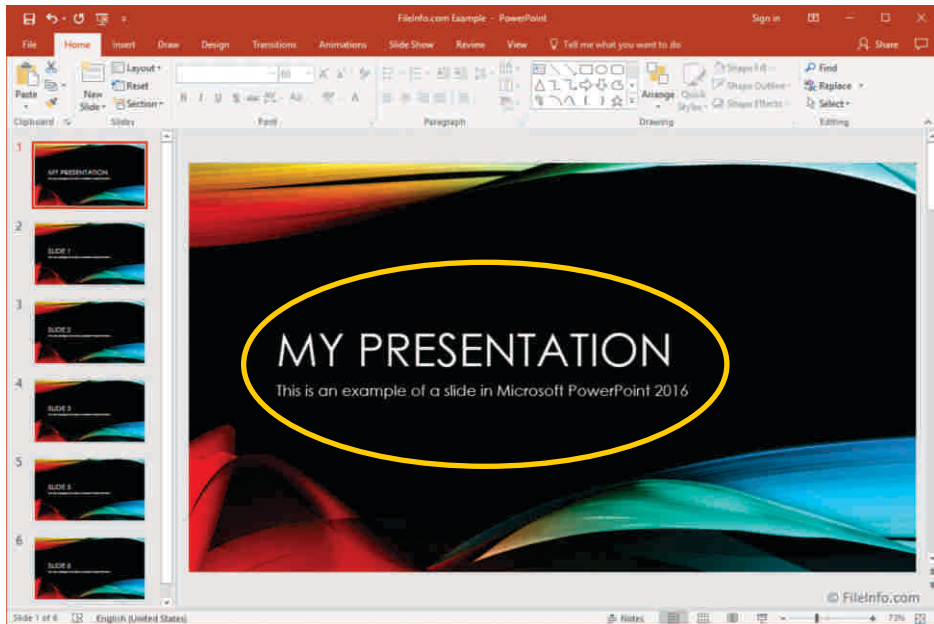
- A** Select the object and then drag any of the corner handles of the object to resize it.
- B** Set a value for the width and a value for the height of an object in the Size group under the Format contextual tab.
- C** Right click the object and select Size and Position from the menu list. Set a height and width value in the Sizes boxes.
- D** All of the above options are correct.



Q24. Study the screenshot above. What does the blue wavy line underneath the word "it's" mean? Choose the most correct option:

- A** There is a spelling error.
- B** There is a language error.
- C** The word is used incorrectly.
- D** None of the above options are correct.

Q25. Which PowerPoint feature will allow you to make only the yellow circled word to fly in from the left?



A Transitions

B Animations

C Themes

D SmartArt

Q26. How can the risk of unauthorized computer system access be reduced?

A By installing anti-spam software

B By using a firewall

C By setting up a WAN

D By encrypting all data stored in the system

Q27. Students in a Texas classroom have been communicating with a class in New York by videoconference. The two classes find that the images they receive from each other occasionally freeze for up to 30 seconds before the video continues. This type of problem can most often be solved by

A increasing bandwidth

B upgrading cameras

C increasing video resolution

D upgrading monitors

See the image below and answer question 28.

The image shows a screenshot of an email composition window. The sender's address is iamchris@hotmail.com. The recipient list is as follows: To: bob@hotmail.com; Cc: barry@ozemail.com.au; Bcc: roger@yahoo.com; lisa@msn.com. The subject is 'computing skills assessment'. There is an 'Attachments' section with a button that says 'Add/Edit Attachments'. On the right side, there is a 'Quick Address List' section with the text: 'To use the Quick Address List, populate your Address Book!'.

Q28. Which of the following statements is correct?

A Barry knows that Roger and Lisa were sent the email.

B Bob knows that Roger and Lisa were sent the email.

C Roger knows that Bob and Barry were sent the email.

D None of the recipients knows who sent the email.

Q29. What is the name of the device given below?



A Network adapter

C Wireless router

B Transmitter

D Wireless adapter

Q30. What is the correct HTML for inserting an image?

A ``

C ``

B ``

D ``

(This page is intentionally left blank)

ICATS English Linguistics Contest 2018 National Toppers

Student Name	Father Name	Grade	School	City
FIMAAN TASSADDUQUE	ROSHAAN TASSADDUQUE	1	KOHINOOR GRAMMAR SCHOOL	FAISALABAD
MUSA NOOR	NOOR NABI	1	FOUNDATION MONTESSORI SCHOOL	BAHAWALPUR
ZAINA KHAN	MUNAWAR AHMED	1	BEACONHOUSE SCHOOL SYSTEM (BKI F-7/4)	ISLAMABAD
MALIK-AL-ASHTER	KHAN MURTAZA	2	MSB INSTITUTE-SHABBIRABAD	KARACHI
JAWAD ALI	MUHAMMAD ASSAD	2	JOINT STAFF PUBLIC SCHOOL AND COLLEGE CHAKLALA	RAWALPINDI
M. ASAD HUSSAIN	SYED M. ASIF HUSSAIN	2	USMAN PUBLIC SCHOOL SYSTEM (CAMPUS XVI)	KARACHI
HIJAB FATIMA	IRFAN QADIR	3	BEACONHOUSE ALLAMA IQBAL TOWN CAMPUS	LAHORE
ZAINEB NADEEM	NADEEM AFZAL	4	KOHSAR CHILDREN'S ACADEMY	MANSEHRA
MARIA FAISAL	FAISAL SALEEM	5	THE CITY SCHOOL GIRLS BRANCH SATELLITE TOWN	RAWALPINDI
IBRAHIM SALMAN	SALMAN RASOOL	6	LAHORE GRAMMAR SCHOOL FAISAL TOWN BRANCH	LAHORE
KHADIJA IMRAN	IMRAN MAGRANI	7	D. A PUBLIC SCHOOL (O/A LEVELS) SEAVIEW	KARACHI
LAIBA MASOOD	MASOOD ABBAS	8	USMAN PUBLIC SCHOOL SYSTEM (CAMPUS 1)	KARACHI
EMAAN IFTIKHAR	IFTIKHAR AHMAD	9	BEACONHOUSE SCHOOL SYSTEM PTC GIRLS BRANCH	GUJRANWALA
AYESHA NADEEM	MUHAMMAD NADEEM	10	USMAN PUBLIC SCHOOL SYSTEM (CAMPUS VIII)	KARACHI

ICATS Mathematics Contest 2018 National Toppers

Student Name	Father Name	Grade	School	City
AMAN ALI AHMAD	MUHAMMAD WASIM	1	LAHORE GRAMMAR SCHOOL (LANDMARK PROJECT)	LAHORE
MIAN AZAAN MAQBOOL	DANISH MAQBOOL	2	ARMY PUBLIC SCHOOL GARRISON JUNIOR	LAHORE
SHAHEER AFZAL	JAVED AFZAL MARWAT	3	ARMY PUBLIC SCHOOL (TODDLERS ACADEMY)	PESHAWAR
MUHAMMAD AHMED	ASMAT ALI	4	ARMY BURN HALL SCHOOL AND COLLEGE (FOR GIRLS)	ABBOTTABAD
M. MURTAZA ZAIDI	BABER ALI	5	BEACONHOUSE ALLAMA IQBAL TOWN CAMPUS	LAHORE
RAJA SAAD ALI	RAJA AAMIR	6	HITEC SCHOOL & COLLEGE FOR BOYS CANTT	TAXILA
ZAID BIN HAROON	M. HAROON RAFIQUE	7	THE SCIENCE SCHOOL	RAWALPINDI
WALEED AHMED	M. ATIQ	8	KIPS SENIOR BOYS CAMPUS JOHAR TOWN	LAHORE
M. RAYAN ABID	M. ABID MUNEEER	9	SIR SYED SCHOOL AND COLLEGE (CAMPUS IV)	WAH CANTT
IMTIAZ KHAN	DADA KHAN	10	AGA KHAN HIGHER SECONDARY SCHOOL	GILGIT

Compete
if you are the best



INSTRUCTIONS

- This is a generic answer sheet to be used by participants of all grades. Students of Grade 1-2 will fill in circles of first 20 questions, Grade 3-4 will fill in circles of 25 questions and Grade 5-10 will fill in circles of 30 questions.
- Please recheck your Name, Father Name, Grade and School written below, the same would appear at your certificate.
- Use of lead pencil is not allowed.
- Use only Black / Blue ink to fill in the circles.

ICATS IT Contest 2018 Grade 9-10

Choose only ONE of the FOUR proposed answers (A, B, C or D) and fill in the circle with your answer.

Example of correctly filled table of answers.

A B C D Correct Filling Answer "C"

A B X D wrong filling

A B C D wrong filling

A B C D wrong filling

Q Answer

- 1 A B C D
- 2 A B C D
- 3 A B C D
- 4 A B C D
- 5 A B C D
- 6 A B C D
- 7 A B C D
- 8 A B C D
- 9 A B C D
- 10 A B C D

Q Answer

- 11 A B C D
- 12 A B C D
- 13 A B C D
- 14 A B C D
- 15 A B C D
- 16 A B C D
- 17 A B C D
- 18 A B C D
- 19 A B C D
- 20 A B C D

Q Answer

- 21 A B C D
- 22 A B C D
- 23 A B C D
- 24 A B C D
- 25 A B C D
- 26 A B C D
- 27 A B C D
- 28 A B C D
- 29 A B C D
- 30 A B C D



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2019

GRADE 9 & 10
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Maximum Marks: 90

ICATS IT CONTEST 2019 ADOLESCENTS (GRADE 9 & 10)

TIME ALLOWED : 90 MINUTES

MAXIMUM MARKS : 90

TOTAL QUESTIONS : 30 MCQS

INSTRUCTIONS

1. DON'T START ATTEMPTING THE PAPER UNTIL INSTRUCTED BY THE INVIGILATORS.
2. INSTRUCTIONS FROM THE EXAMINATION INVIGILATORS MUST BE CARRIED OUT PROMPTLY.
3. CAREFULLY RECHECK YOUR NAME, FATHER NAME, SCHOOL NAME, ADDRESS ETC AT THE BUBBLE SHEET / ANSWER SHEET.
4. RECORD ALL ANSWERS ON THE BUBBLE SHEET ONLY. SELECT BEST ANSWER FROM THE FOUR GIVEN OPTIONS AND MARK ONLY ONE OPTION IN EACH QUESTION.
5. USE BLUE / BLACK INK TO FILL UP THE CIRCLES FOR YOUR ANSWERS ON THE BUBBLE SHEET. USE OF LEAD PENCIL IS NOT ALLOWED.
6. USE OF ANY HELPING MATERIAL INCLUDING CELL PHONES AND ELECTRONIC DEVICES IS STRICTLY PROHIBITED.
7. EVERY CORRECT ANSWER EARNS THREE POINTS. THERE WOULD BE NEGATIVE MARKING. ONE POINT WOULD BE DEDUCTED FOR EVERY INCORRECT ANSWER.
8. CANDIDATES MAY NOT LEAVE THE EXAMINATION ROOM UNESCORTED FOR ANY REASON, AND THIS INCLUDES USING THE WASHROOM.
9. NO MATERIALS OR ELECTRONIC DEVICES SHALL BE BROUGHT INTO THE ROOM.
10. THERE ARE FIVE CATEGORIES OF THE CONTEST AS UNDER:
 - A. TODDLERS (GRADE 1 & 2)
 - B. KIDS (GRADE 3 & 4)
 - C. JUNIORS (GRADE 5 & 6)
 - D. JUVENILES (GRADE 7 & 8)
 - E. ADOLESCENTS (GRADE 9 & 10 / O-LEVELS)
11. ONLY REGISTERED STUDENTS CAN PARTICIPATE IN THE CONTEST.
12. NO CANDIDATE SHALL TAKE OUT OF THE HALL ANY ANSWER BOOK(S) OR PART OF AN ANSWER BOOK, WHETHER USED OR UNUSED, OR OTHER SUPPLIED MATERIAL.
13. IF A PARTICIPANT DOES NOT UNDERSTAND A WORD OR PHRASE ON THE EXAM PAPER, NEITHER EXAMINER NOR INVIGILATOR IS PERMITTED TO ANSWER.
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Q1. The fourth generation computers are based on

A | Transistor

B | Integrated circuit

C | VLSI microprocessor

D | ULSI microprocessor

Q2. You have used the keyboards so many times. You must be very conversant with the keys. Caps Lock is a _____ .

A | Window key

B | Cursor control key

C | Toggle key

D | Modifier key

Q3. How do you insert characters that are located at the top of keys on your keyboard, for example the question mark symbol?

A | Hold down the Ctrl key whilst pressing the required key.

B | Hold down the Shift key whilst pressing the required key.

C | Hold down the key containing the character you require until the correct character appears.

D | Hold down the Spacebar whilst pressing the required key.

Q4. When the user clicks and drags a file to another folder on same drive, the file is:

A | Renamed

B | Deleted

C | Copied

D | Moved

Q5. Which term is commonly used to refer to program errors?

A | Compiling

B | Debug

C | Coding

D | Bugs

Q6. In Microsoft WORD, which feature do you use to create a newspaper like document?

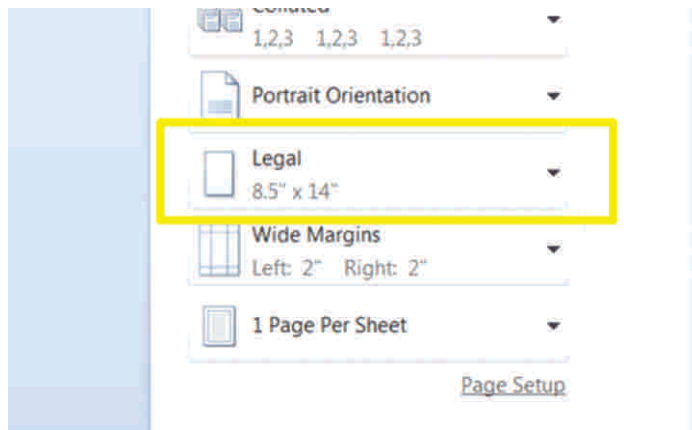
A | Bullets & numbering

B | Tables

C | Columns

D | Tab stops

Q7. Study the screenshot below. The button labelled Legal is circled in yellow. What is the purpose of this button?



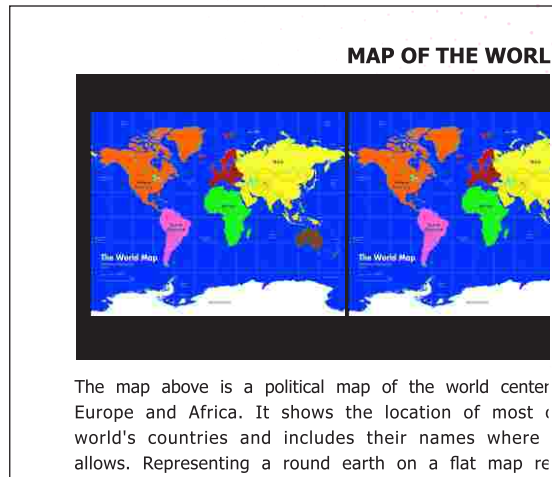
A | Use this button to set the page margin type. It is currently set to Legal Margins.

B | Use this button to format the document in a specific way. The current format is Legal.

C | Use this button to set the paper size that the document will be printed on. The current paper size is Legal.

D | None of the options listed above are correct.

- Q8.** Study the screenshot below of a Microsoft Word document in Print Preview. It looks like part of the document is cut off on the right-hand side. Which of the following options will resolve this issue?



- A** | Unfortunately this is a formatting issue and you will need to reformat the document to ensure it fits on the page.
- B** | Change the paper size to A4 (8.27" x 11.69").
- C** | Change the margins to Wide Margins in the Printing area of the Backstage view.
- D** | Change the page to Landscape Orientation in the Printing area of the Backstage view.



- Q9.** Fatima needs to number the pages of a document for her boss. She double-clicks in the footer of the first page of the document and types the words: "Page 1". She continues to number the rest of the 27-page document in the same way. Which of the following do you think best describes what is right or wrong about her approach?

- A** | Nothing wrong with her approach, this is an effective method for inserting page numbers to a document.
- B** | Nothing wrong with her approach, the page numbers will automatically update when she exits the footer of the document.
- C** | This approach will not work unless she inserts section breaks into her document.
- D** | Her page numbers will not update automatically and all the pages in her document will be numbered Page 27.

Q10. Study the screenshot below. What does the blue wavy line underneath the word "it's" mean? Choose the most correct option:

equipment at the Building and their consent for any information computer to be shared by third parties.

"Monthly" means the first day of the month up and including month.

"Reports" means any written record dictated or drafted by third Party's use of it's equipment.

"Payment Due" means the date effected from the date of this first become due to the Company;

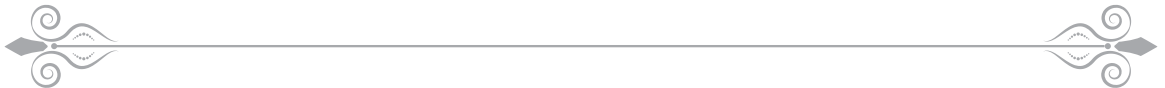
"Income" means the net income of the Party and 15% of any course of its business;

A | There is a spelling error.

C | The word is used incorrectly.

B | There is a language error.

D | None of the above options are correct.



Q11. Which of the following is the correct shortcut key to align text to the center of a page?

A | Ctrl+c

C | Shift+c

B | Ctrl+Shift+c

D | Ctrl+e

Q12. Study the screenshot below. When reviewing this document, Lauren noticed that there were several instances where a heading was on a separate page from the paragraph that followed it. How can she fix this and stop it from happening again?

Who we are?

ICATS is an expert group of teachers, researchers, community members and assessment solution developers in the fields of education and sports who believe that living standards of people can be improved through learning and creating a global competitive environment. We are dedicated to help students (future leaders) judge their hidden potential and employers to make informed decisions about people and projects.

Our Mission

To be the leading global assessment and testing organization - the first choice of students, teachers, and employers.

Our Vision

To provide people an opportunity to test their educational and sporting skills before their application in the competitive world.

- A** | If she presses enter a few times before the heading, it will move the heading down to the next page.
- B** | If she selects the text and then tick: Keep Lines Together in the Paragraph dialogue box under the Line and Page Breaks tab, it will keep the lines of text and the heading together.
- C** | If she selects the text and then tick Keep With Next in the Paragraph dialogue box under the Line and Page Breaks tab, it will keep the lines of text and heading together.
- D** | If she selects the text and then press Ctrl+Shift+Enter, it will manually keep lines of text together.

Q13. Which of the following represent the correct sequence of actions to copy and paste formatting using the Format Painter?

A | Select text to copy formatting from, press the Format Painter button and use the format painter to paste the formatting.

B | Double click the format painter button and paint the text you wish to reformat with it.

C | Select text you wish to apply the formatting to, double click the format painter and then paint the text with it.

D | Select text to copy formatting from, press the Format Painter button and press escape. Use the Format painter button when you wish to recreate the copied formatting.

Q14. Which of the following statements about the Clipboard is UNTRUE?

A | The Clipboard can store up to 24 items.

B | The dialogue box launcher in the Clipboard group launches the Clipboard.

C | You can only copy not cut items onto the clipboard. Cut items will not appear on the Clipboard.

D | You can use the Clipboard to repeatedly paste from the selection of items on it.

Q15. In Microsoft Excel, to quickly move back to the first cell of your worksheet (usually A1), which shortcut combination would you use?

A | I would press Ctrl+Up Arrow Key.

B | I would press Ctrl+Page Up.

C | I would press Ctrl+Home.

D | I would press Ctrl+Space.

Q16. Study the screenshot of a section of a worksheet below. The current selected cell is B5. What will happen if the shortcut combination Shift+Space is pressed with this cell selected?

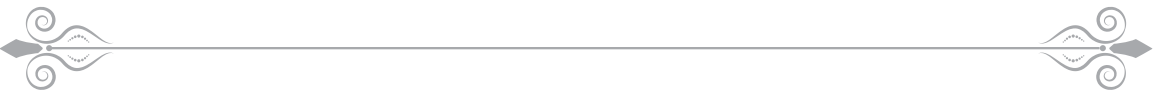
	A	B	C
1		FLIGHT TIMES	
2	DAY	OUT	IN
3	MONDAY	13:02:00	13:52:00
4	TUESDAY	13:00:00	13:58:00
5	WEDNESDAY	13:42:00	14:40:00
6	THURSDAY		
7	FRIDAY		
8	SATURDAY		
9	SUNDAY		
10			
11		Flying hours accumulated:	2 hours 46 minutes
12			
13			

A | The entire Row 5 will be selected.

C | The entire worksheet will be selected.

B | The entire Column 5 will be selected.

D | The cell contents will be duplicated.



Q17. Laurie is making a presentation for her boss. She often needs to print, change page set-up and spellcheck slides. She hates having to search for these function buttons in different places on the Ribbon every time she wishes to use them. What is the solution?

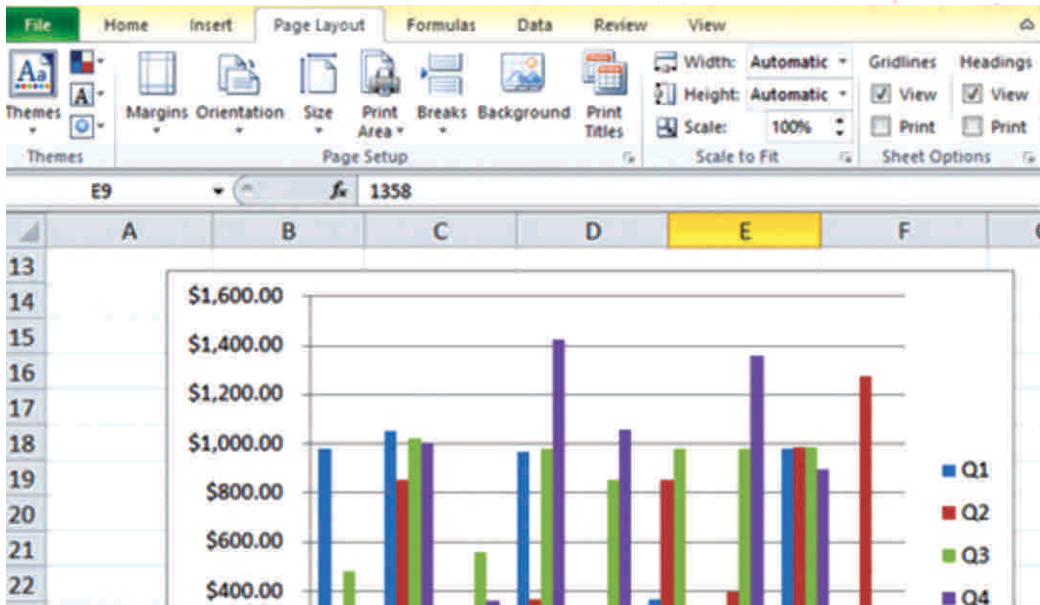
A | She could add the buttons for the above functions to the Quick Ribbon Status Bar at the bottom of the screen.

B | She could add the buttons for the above functions to the Quick Access Toolbar at the top left-hand corner of the screen.

C | She could create shortcuts on her desktop for the above functions to ensure quick access.

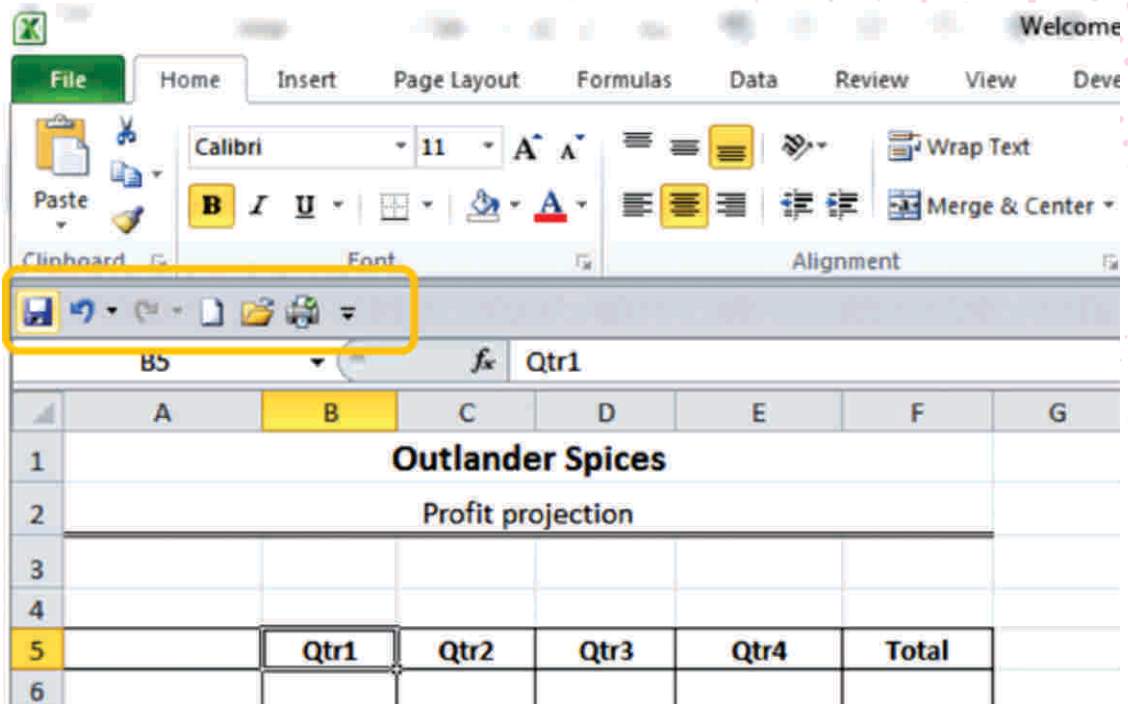
D | She could add all of the above functions to the Status Bar at the bottom of the PowerPoint screen.

Q18. Study the screenshot below. Ahmad was busy working on a chart in Excel using design, layout and format options that he found on the Ribbon under separate similarly-named tabs. However, these tabs have now disappeared and he cannot find the options again. What can Ahmad do?



- A** | He needs to click on the chart for the tabs to reappear.
- B** | He needs to exit the worksheet and go back in again.
- C** | He needs to click on the Insert tab to access these options.
- D** | He needs to click on the Home tab to access these options.

Q19. Study the image below this question. The Quick Access Toolbar is appearing below the Ribbon (circled in orange). How would you go about moving it back to its position above the Ribbon?



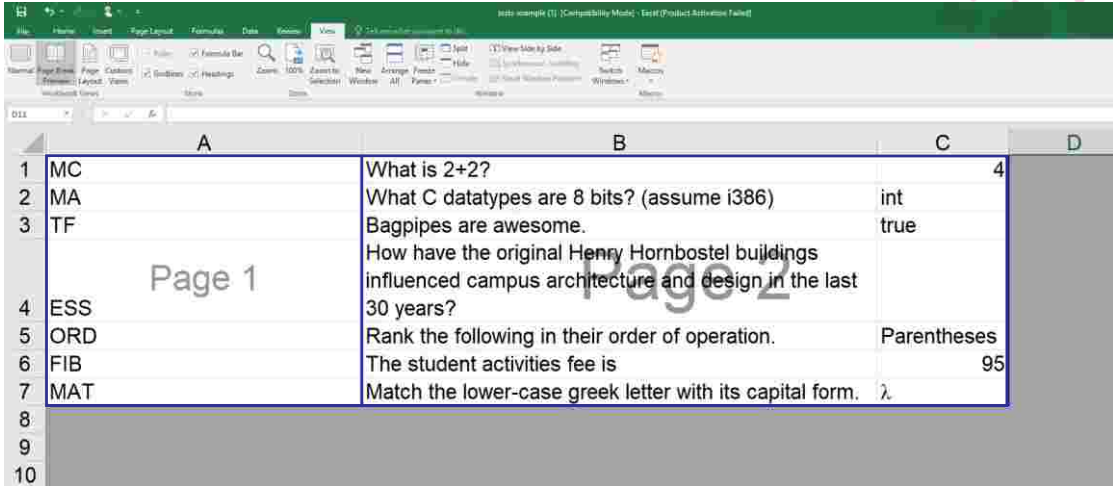
A | This is a default setting with some versions of Excel. You need to reinstall Excel to fix this issue.

B | You can move the toolbar back up to its position by holding down the left mouse button and dragging it into position.

C | If you close the workbook and reopen it again, the toolbar will move back to its original position.

D | If you right click on it and select "Show Quick Access Toolbar above the Ribbon" it will move back.

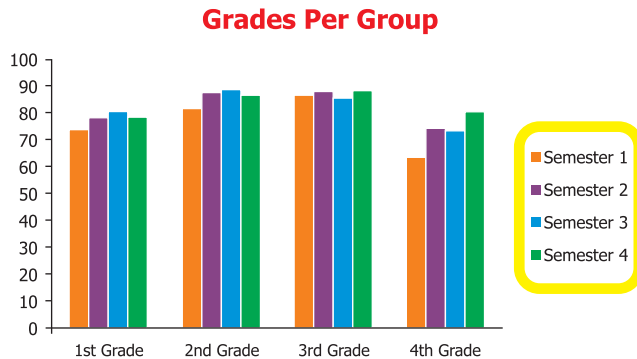
Q20. Study the image of a sample worksheet below this question. Which view type does this represent?



- A** | The Normal View
- B** | The Page Layout

- C** | The Page Break View
- D** | The Zoom View

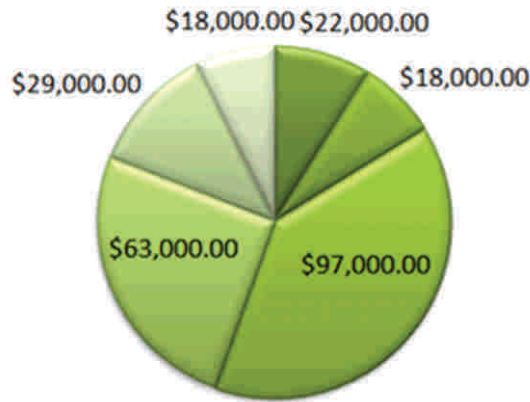
Q21. Study the screenshot below. In chart anatomy, what is the area circled in yellow called?



- A** | This is called the Legend of the chart.
- B** | This is called Data Labels.

- C** | This is called Axes Titles.
- D** | This is called Plot Area Labels.

Q22. Study the screenshot below. How can the amounts in the data labels on each segment of the Pie Chart be displayed as percentages in addition to the amounts currently displayed?



- A** | By inserting a formula to convert data to percentages in the original data set that the chart is based on.
- B** | By deleting the amounts and typing in the percentages in the Data Labels.
- C** | By right-clicking on any of the Data Labels, selecting Format Data Series and ticking the box for Percentage under the Label Options.
- D** | By right-clicking on any of the Data Labels, selecting Format Data Labels and ticking the box for Percentage under the Label Options.

Q23. What happens if you select a cell that already contains text or numbers and you start typing or inserting numbers?

- A** | The above action will add the additional text and/or numbers to the end of the existing contents of the cell.
- B** | The above action will delete the current contents of the cell and replace it with the next typed text or numbers.
- C** | The text or numbers you type will automatically be appended to the end of the existing contents of the cell.
- D** | Nothing will happen. It is not possible to replace the contents of an existing cell.

Q24. Study the worksheet below. How would you go about repeating the rows at the top that contain the title as well as the column headings (circled in yellow)?

A simple budgeting spreadsheet.							
december	groceries	electricity	gas	parking	dining out	charity	misc.
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							

- A** | Select the rows and press Copy, open Page Break Preview and then Paste the rows at the top of each page.
- B** | Select the rows and under the Page Layout tab on the Ribbon, tick the box next to Repeat as Header Row.
- C** | Under the Page Layout tab on the Ribbon, click on Print Titles. Insert the row references into the Rows to Repeat at top box and press OK.
- D** | All of the above options are correct.

Q25. Study the screenshot below. James applied a Sort to this worksheet, sorting alphabetically in ascending order according to Name, but for some reason the column title have also moved. Why did this happen?

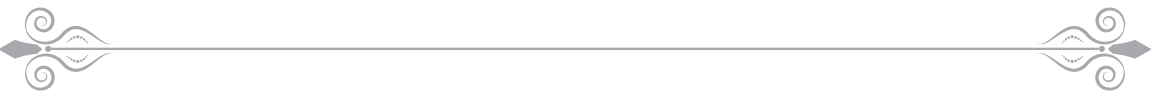
	A	B	C	D	E	F	G	H	I
1	April								
2	August								
3	December								
4	February								
5	January								
6	July								
7	June								
8	March								
9	May								
10	Month								
11	November								
12	October								
13	September								
14									

A | James selected the header row before he pressed the Sort button and it was included.

B | James did not format the header row correctly to ensure it is separate from the rest of the data.

C | James did not tick the box My Data has Headers in the Sort dialogue box.

D | James did not highlight the header row and tick the box My Data has Headers before sorting.



Q26. Study the screenshot below. What formula can you use to change the case for the surnames in cells B2:B8 to match the case of the names in column A2:A8?

A | The PROPER function.

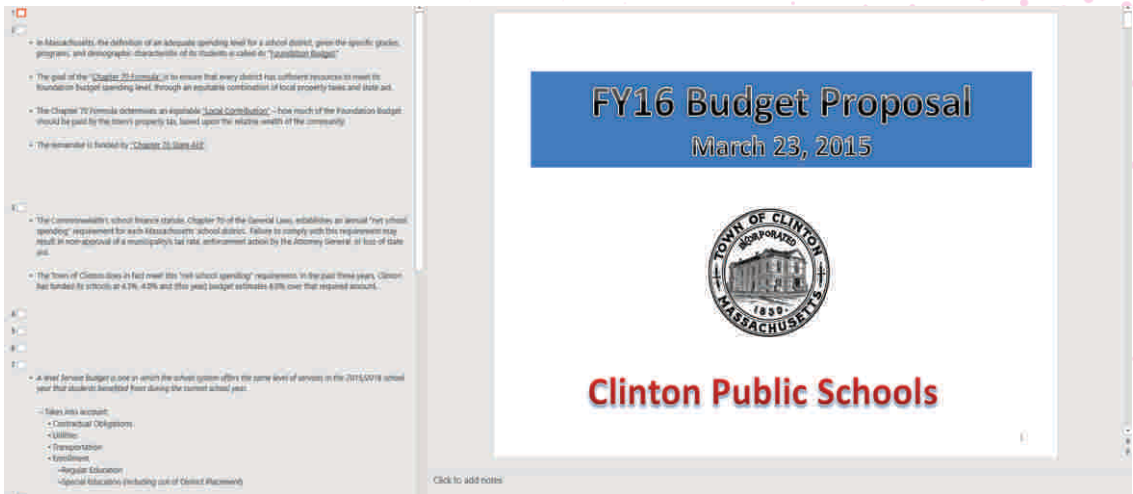
B | The UPPER function.

C | The LOWER function.

D | The INITIAL_CAPS function.

	A	B
1	NAME:	SURNAME:
2	Betsie	GRAY
3	Caryn	FIELDS
4	Loraine	DU PLESSIS
5	Jessica	BRUMBLEBY
6	Patricia	LAURES
7	Charlotte	PERCO
8	Carla	DEKKER

Q27. Study the screenshot below. What is the name of this view?



A | The Notes View

B | The Presenter View

C | The Outline View

D | The Slide View

Q28. Programs that are automatically loaded and operated as a part of browser are known as

A | utilities

B | plug-ins

C | widgets

D | add-ons

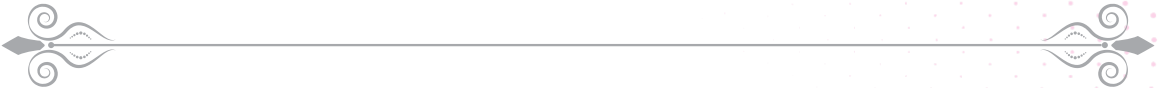
Q29. Which of following is NOT a name for an item that could be a security threat to your computer?

A | trojan horse

B | metacrawler

C | worm

D | virus



Q30. It is sometimes referred to as potentially unwanted programs (PUPs), not obviously malicious and is not classified as a virus, but it can still be irritating and even harmful. It includes files or applications that can carry out unwanted actions, such as tracking your behaviour online or sending you a barrage of pop-up windows. It is a program that runs in the background on your computer, sending information about your browsing habits to the company that installed it on your computer. What is this called _____?

A | Pop-ups

B | Adware

C | Grayware

D | Spyware

ICATS English Linguistics Contest 2019 National Toppers

Student Name	Father Name	Grade	School	City
AMATULLAH	ADNAN	1	MSB EDUCATIONAL INSTITUTE	KARACHI
MUHAMMAD MOHSIN	WAHEED SHEHZAD	1	RANGERS PUBLIC SCHOOL FOR BOYS	LAHORE
ZAIN-UL-ABIDIN	INAM-ULLAH	2	ARMY PUBLIC SCHOOL GARRISON JUNIOR	LAHORE
MUHAMMAD ASIS JAVED	MUHAMMAD SHAHEER JAVED	3	THE CITY SCHOOL CHASHMA BRANCH	MIANWALI
AYESHA SIDDIQUI	M. ASHRAF UL KABIR SIDDIQUI	4	THE CITY SCHOOL GULSHAN JUNIOR CAMPUS	KARACHI
AYESHA FAISAL	FAISAL EHSAN	5	LAHORE GRAMMAR SCHOOL LANDMARK PROJECT	LAHORE
ASAD IMRAN	M. IMRAN	6	THE CITY SCHOOL CANTT CAMPUS II	QUETTA
MANAAL TARIQ	DR. TARIQ MEHMOOD	7	THE CITY SCHOOL GIRLS CAMPUS	SIALKOT
FIZZA RIZVI	ALI ABBAS RIZVI	8	HABIB GIRLS SCHOOL	KARACHI
LAMISAH BEHRAM KHAN	BEHRAM BASHIR KHAN	9	LAHORE GRAMMAR SCHOOL	ISLAMABAD
FAIZ UL HASSAN GILANI	GHULAM UL HUSSAIN GILANI	10	THE CITY SCHOOL TOWN SENIOR SECTION	PESHAWAR

ICATS Mathematics Contest 2019 National Toppers

Student Name	Father Name	Grade	School	City
HIBA MALIK	BILAL MALIK	1	KOHSAR CHILDREN'S ACADEMY	MANSEHRA
DURYAB ZAHRA	MUHAMMAD RASHID	1	BEACONHOUSE HAFIZABAD	HAFIZABAD
ABDUL RASHEED	ABDUL WAHEED	2	ARMY PUBLIC SHOOOL & COLLEGE SYSTEM SADDAR CAMPUS	KARACHI
BURHANUDDIN	M. ALI ASGHER SAMIWALA	2	MSB EDUCATIONAL INSTITUTE	KARACHI
M. HUMMAS	M. SHAKIL	3	DEFENCE HOUSING AUTHORITY COLLEGE AND SCHOOL SYSTEM	KARACHI
EHAN QURESHI	ASSADULLAH QURESHI	4	FFC GRAMMAR SCHOOL AND COLLEGE	MIRPUR MATHELO
MAHAD ABID	M. HARIIS UMER	5	THE CITY SCHOOL CHENAB CAMPUS	FAISALABAD
UROOJ AJMAL	AJMAL IBRAHIM	6	KIPS SCHOOL	LAHORE
MUHAMMAD SALAMAT	SADAT MEHMOOD	7	GARRISON ACADEMY TUFAIL SHAHEED CAMPUS (SENIOR)	LAHORE
ABDULLAH JUNAID KHAN	ABDUL RAUF	8	THE SCIENCE SCHOOL	ISLAMABAD
SAAD ALI HASSAN	ABDUL HAYEE	8	THE SCIENCE SCHOOL	RAWALPINDI
DANIYAL KALEEM SHEIKH	MUHAMMAD KALEEM	9	ROOTS IVY INTERNATIONAL SCHOOL IB CAMPUS	RAWALPINDI
AHMED ALI	AUN ALI	10	MSB EDUCATIONAL INSTITUTE	KARACHI

COMPETE if you are
the **BEST**



INSTRUCTIONS

- This is a generic answer sheet to be used by participants of all grades. Students of Grade 1-2 will fill in circles of first 20 questions, Grade 3-4 will fill in circles of 25 questions and Grade 5-10 will fill in circles of 30 questions.
- Please recheck your Name, Father Name, Grade and School written below, the same would appear at your certificate.
- Use of lead pencil is not allowed.
- Use only Black / Blue ink to fill in the circles.

ICATS IT Contest 2019 Grade 9-10

Choose only ONE of the FOUR proposed answers (A, B, C or D) and fill in the circle with your answer.

Example of correctly filled table of answers.



Q. No. Answer

- | | |
|----|---------------|
| 1 | (A) (B) ● (D) |
| 2 | (A) (B) ● (D) |
| 3 | (A) ● (C) (D) |
| 4 | (A) (B) (C) ● |
| 5 | (A) (B) (C) ● |
| 6 | (A) (B) ● (D) |
| 7 | (A) (B) ● (D) |
| 8 | (A) (B) (C) ● |
| 9 | (A) (B) (C) ● |
| 10 | (A) (B) ● (D) |

Q. No. Answer

- | | |
|----|---------------|
| 11 | (A) (B) (C) ● |
| 12 | (A) (B) ● (D) |
| 13 | ● (B) (C) (D) |
| 14 | (A) (B) ● (D) |
| 15 | (A) (B) ● (D) |
| 16 | ● (B) (C) (D) |
| 17 | (A) ● (C) (D) |
| 18 | ● (B) (C) (D) |
| 19 | (A) (B) (C) ● |
| 20 | (A) (B) ● (D) |

Q. No. Answer

- | | |
|----|---------------|
| 21 | ● (B) (C) (D) |
| 22 | (A) (B) (C) ● |
| 23 | (A) ● (C) (D) |
| 24 | (A) (B) ● (D) |
| 25 | (A) (B) ● (D) |
| 26 | ● (B) (C) (D) |
| 27 | (A) (B) ● (D) |
| 28 | (A) ● (C) (D) |
| 29 | ● (B) (C) (D) |
| 30 | (A) (B) ● (D) |