

الصف
الرابع
الابتدائي
٢٠٢٤

بنك اسئلة

التميز

أ/ محمود سعيد



ELMotamyez Questions Bank

ICT

March Revision

BY

MRS . Amira Ahmed

 CARTOON SCIENCE



نسخة
مجانية

ملحق الإجابات
بالداخل



El.Motamyez.School

يمكنكم الحصول على المذكرات والاختبارات من خلال مسح رمز ال QR Code
أو من خلال صفحة "التميز - أ/ محمود سعيد".
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Lesson 7

Planning digital searches



Conducting a digital search for reliable content

It's important to plan before conducting a digital search.

إجراء بحث رقمي للحصول على محتوى موثوق

- من المهم التخطيط قبل إجراء بحث رقمي

Steps to conduct a digital search

► Choose your topic



What you know about
the topic?

What you want to learn
about it?

Think and write notes

► Choose the types of online sources you will use

Digital search can include **audio**, **video**, and **image** sources, not just **text** sources

► Evaluate the types of sources (reliable or unreliable)



Reliable sources

- Articles
- information written and verified by experts.
- The information is presented in a professional fashion
- The source information is well-written, without grammar or spelling mistakes.

Unreliable sources



- Facebook
 - Wiki pages
 - blogs
- You may find factual information on social media sites also you can find information full of opinions, errors, and even lies.
You must be wary of information you find

خطوات اجراء بحث رقمي

- 1- اختر موضوع بحثك ماذا تعرف بالفعل عن الموضوع؟ ما الذي تريد أن تتعلمها عنه؟ فكر واكتب الملاحظات.
- 2- اختر أنواع المصادر الإلكترونية التي ستستخدمها. البحث الرقمي يمكن أن يتضمن مصادر كالتسجيلات الصوتية ومقاطع الفيديو والصور وليس فقط مصادر نصية.
- 3- قيم أنواع المصادر التي اخترتها هل هي موثوقة ام غير موثوقة

المصادر الموثوقة هي مقالات أو معلومات كتبها خبراء وتحققوا من صحتها - يتم تقديم المعلومات بطريقة احترافية - تكتب هذه المصادر بعناية كما تقل فيها الأخطاء النحوية والإملائية..
المصادر الغير موثوقة قد تجد معلومات صحيحة علي وسائل التواصل الاجتماعي و لكن من المحتمل ايضا ان تجد معلومات مليئة بالأراء الشخصية والأخطاء وحتى الأكاذيب يجب أن تكون حذرًا عند استخدام المعلومات التي تجدها



While conducting your digital content search:

- * **Focus** on the topic you're researching
- * Once you find information **evaluate** it. Is it reliable?
- * If the information is reliable, take thorough **notes**.
- * Write down what you're going to use from the **source material**.
- * Cite the source information (**credit the source** in your report)



عند إجراء البحث عن المحتوى الرقمي، احرص على التركيز على الموضوع الذي تبحث عنه فقط. - بمجرد العثور على معلومة قم بتقييمها هل هي موثوقة؟ اذا تأكدت ان المعلومة موثوقة قم بتدوين ملاحظات مفصلة عنها - اكتب كتابة ما ستستخدمه من مادة المصدر - اذكر مصدر المعلومات (احترم المصدر و اكتبه في تقريرك)

► Organize and write your report

gather your notes and reliable source information.
Use your notes to write an outline

► Write an outline

An introduction
that introduces the topic
of the report

Supporting paragraphs
that present the
information

Conclusion or final thoughts
on the information that you
have presented

تنظيم وكتابة تقريرك

- اجمع ملاحظاتك والمعلومات الموثوقة. استخدم ملاحظاتك لكتابة مخطط تفصيلي.

كتابة مخطط تفصيلي

- يجب أن يتضمن المخطط التفصيلي ما يلي مقدمة عن موضوع التقرير. فقرات داعمة تعرض المعلومات. خاتمة أو أفكار نهائية حول المعلومات التي قدمتها.



Lesson 2

Problem - solving skills

When using ICT tools, you may face problems that you'll need to think through and solve.

عند استخدام أدوات تكنولوجيا المعلومات والاتصالات، قد تواجه مشكلات ستحتاج إلى التفكير فيها وحلها.

Steps to make problem solving easier

► Construct a Hypothesis

A hypothesis is an educated **guess** about how things work

It is an **attempt to answer** your question with an explanation that can be tested.

► Test your Hypothesis

Was your test successful?

If not, don't worry, we learn from our mistakes

What did you learn? How can this help you make your next hypothesis?

****Do not conduct any test which is not safe****

خطوات لتسهيل حل المشكلات

1- قم ببناء فرضية

الفرضية هي تخمين علمي حول كيفية حدوث الأشياء. إنها محاولة للإجابة على سؤالك بشرح يمكن اختباره .

2- اختبر فرضيتك .

هل كان اختبارك ناجحاً؟ إذا لم يكن الأمر كذلك، فلا تقلق، فنحن نتعلم من أخطائنا ماذا تعلمت؟ كيف يمكن أن يساعدك هذا في تكوين

فرضيتك التالية؟!

لا تقم بإجراء أي اختبار غير آمن .



Breaking down problems into smaller sections

▶ Example 1

A Your teacher asks you to help organize the class trip.

It seems quite difficult but if you break it down into multiple smaller tasks, it becomes more manageable.

- 1- destination for the trip.
- 2- when you will go and at what time
- 3- the price
- 4- how you and your class will get to the destination
- 5- what everyone will need to bring
- 6- a list of rules to follow on the day of the trip



If you have a group of people solving a problem assign each person one section

▶ Example 2

Microsoft Word is not responding

1. Make sure your keyboard is well connected
2. Restart your computer.
3. Type a few letters on a Word.
4. Try connecting another keyboard
5. Ask your teacher for help to solve the problem.

مثال 1: . يطلب منك معلمك المساعدة في تنظيم رحلة للفصل.

قد تبدو المهمة التي تم تكليفك بها صعبة لكن اذا قمت بتقسيمها لمهام صغيرة ، يصبح الأمر أكثر قابلية للإدارة .

- 1- مكان الرحلة 2- تاريخ و توقيت الرحلة 3- سعر الرحلة 4- كيفية وصولكم للمكان 5- ما يحتاج الجميع لإحضاره 6- قائمه بالقواعد التي يجب اتباعها يوم الرحلة

ملحوظة : إذا كان لديك مجموعة من الأشخاص يقومون بحل مشكلة ما فخصص لكل شخص قسمًا واحدًا.

مثال 2 : برنامج الورد لا يعمل

تأكد من توصيل لوحة المفاتيح - اعد تشغيل جهازك - حاول كتابه بعض الحروف علي برنامج الورد - جرب توصيل لوحة مفاتيح اخري استعن بمعلمك لحل المشكلة .



Lesson 3

Presenting information to others

Digital tools to present information

To create a digital poster or billboard, you will need to use software such as Microsoft 365 which includes:

PowerPoint®



Word®



Publisher®



To access Microsoft 365's bundle

- * You need to have a **digital device** that supports the software
- * You need to **update** your computer to handle the software

الادوات الرقمية المطلوبة لعرض المعلومات

- لكي تقوم بإنشاء ملصق رقمي او لوحه اعلانيه ستحتاج الي برنامج ميكروسوفت 365 الذي يتضمن برنامج العروض التقديميه و برنامج الورد و برنامج النشر المكتبي.
- للوصول الي حزمه ميكروسوفت 365 ستحتاج الي جهاز رقمي يدعم البرنامج و تحتاج الي تحديث الكمبيوتر الخاص بك لكي يستطيع التعامل مع البرنامج .

Digital concepts to consider when creating your poster or billboard

► Margins

A margin is the **space left** around the **edges** of your poster or billboard.

A **25mm** margin will help design a good poster

It's important not to crowd the edge of a poster or billboard.

If you include content too close to the edge

it will appear cramped - not visually appealing - overwhelm the viewer.

المفاهيم الرقمية التي يجب اعتبارها عند انشاء الملصق او اللوحة الاعلانية الخاصة بك

الهوامش : هي مساحه المتروكة حول حواف الملصق او اللوحة الاعلانية .

هامش 25 ميليمتر يساعدك علي تصميم ملصق جيد .

من المهم ترك هذه المساحة فارغه , اذا اضفت محتوى قريبا من الاطراف سيبدو الملصق مكتظا - غير جذاب - المشاهد يشعر و كانه

مزدهم بالمعلومات .



► Font size and type

* Choose a font size that is easy to read

- **small** font size → your audience will have to **strain** to read the information.
- **too big** font size → you'll have to **limit** the amount of information.
- **complicated** or **decorative** font → **distracting** and **hard** to read

(simple is better)

► Colors

- * Use **bold** colors for information you want to **emphasize**
- * Choose colors that get your message across (not more than **3** colors)
- * Choose color combinations that match

(take into consideration the color of the background when choosing the font color)



► Images

- It's common to use images on posters or billboards.
- Use clear, good-quality, and appropriate images in terms of the content



To take a good photo

Focus on the subject
of your photo

Pay attention to the
background

enough light
to see your subject

حجم و نوع الخط:

عليك اختيار حجم خط من السهل قراءته

إذا اخترت حجم خط صغير، فسيتعين على جمهورك أن يبذل جهد لقراءة المعلومات.

إذا اخترت حجم خط أكبر من اللازم، فسيتعين عليك تحديد كمية المعلومات.. البسيط هو الأفضل : الخط المعقد أو المزخرف يشتت الانتباه ويصعب قراءته.

الالوان:

استخدم الالوان الغامقة للمعلومات التي تريد التركيز عليها ،، اختار الالوان التي توصل رسالتك (علي الاكثر ثلاث الوان) اختر مجموعه الوان متناسقة - راعي لون الخلفية عند اختيار لون الخط .

الصور:

من الشائع استخدام الصور على الملصقات أو اللوحات الإعلانية . - استخدم صورًا واضحة وجيدة الجودة ومناسبة للمحتوي لكي تلتقط صورته واضحة ركز علي موضوع ورتك - انتبه الي الخلفية - استخدم ضوء كافي لرؤيه موضوعك .





March Questions Bank



Question 01

choose the corret answer

- 1 may be full of personal opinions and even lies.
 - a Reliable sources
 - b Unreliable sources
 - c EKB
- 2before conducting a digital search is very important.
 - a Sharing
 - b Planning
 - c Helping
- 3is the most popular social media platform.
 - a Google
 - b Facebook
 - c Email
- 4 Once you find information for your digital source..... it
 - a evaluate
 - b remove
 - c delete
- 5 When conducting a digital search, your outline must include
 - a unreliable information
 - b details far from the research topic
 - c an introduction to the research topic
- 6 Choose the types of online you will use when you want to conduct a digital search.
 - a classes
 - b games
 - c sources
- 7 Facebook, Wiki pages, and blogs are sources.
 - a reliable
 - b Accurate
 - c unreliable
- 8 The following are unreliable sources except
 - a Facebook
 - b articles
 - c Wiki page
- 9 Ask your teacher, parent, or school.....for advice about which sources to use for your research.
 - a librarian
 - b Nurse
 - c doctor
- 10 is an educated guess about how things work.
 - a Hypothesis
 - b App
 - c Solve problem
- 11 The first step in problem solving is.....
 - a hypothesis testing
 - b asking your teacher
 - c hypothesis building



- 12 When using ICT tools, you may.....that you'll need to think through and solve
- (a) play games (b) face problems (c) take photos
- Which of the following is not one of the common steps to make problem-solving easier
- 13 (a) Test your hypothesis (b) Learn from our mistakes (c) ignore the problem
- To solve a specific problem, you mustthe problem.
- 14 (a) leave (b) break down (c) ignore
- You watched your teacher make sure that the keyboard cable is connected to the place designated for it; this means that he is taking the..... step.
- 15 (a) hypothesis building (b) hypothesis testing (c) digital footprint
- What should you do if your hypothesis is incorrect.....
- 16 (a) Make a new hypothesis based on what you learned (b) Give up (c) Ignores it and move on
- You should be careful when solving problems that may pose a risk to you during thestep.
- 17 (a) hypothesis building (b) hypothesis testing (c) data collection
- What should you do before conducting a test?
- 18 (a) Make sure the test is not safe (b) Make a hypothesis (c) Conduct the test without thinking
- Construct ais an attempt to answer your question with an explanation that can be tested.
- 19 (a) Hypothesis (b) question (c) test
- Microsoft 365 package contains
- 20 (a) MS Word (b) Paint (c) Google Chrome
- To create a poster, you should think about.....
- 21 (a) margins (b) font size (c) a ,b
- The amount of empty space between the edges of poster is called.....
- 22 (a) font (b) margin (c) border
- If you choose a font size, your audience will have to strain to read the information
- 23 (a) bold (b) big (c) small



- 24 A complicated or decorative font is and hard to read
 (a) easy (b) distracting (c) simple
- 25 The small number of colors used inside the poster makes it
 (a) distracting (b) striking (c) overwhelming
- 26 should be used in a poster or billboard not more
 (a) 3 colors (b) 2 colors (c) 4 colors
- 27 If you use font size, you will have to limit the amount of information
 (a) small (b) too big (c) suitable
- 28 includes different options to choose from, such as PowerPoint, Word, and Publisher.
 (a) Microsoft 365 (b) Google (c) Facebook
- 29 From the tips to take a good photo is
 (a) focus on the subject of the photo
 (b) never use your phone's flash
 (c) take photos in complete darkness
- 30 It is important to leave a margin around the edge of a poster or billboard to ..
 (a) help to save paper
 (b) make the poster look bad
 (c) prevent the poster from looking cramped

Question 02

put (true) or (false)

- 1 Planning before conducting any digital research is not important. ()
- 2 Facebook, Wiki and blogs are non-reliable sources . ()
- 3 The articles written and verified by experts are called unreliable sources. ()
- 4 Choosing your topic is the last step of conducting a digital search. ()
- 5 The unreliable source of information is well-written, without grammar or spelling mistakes. ()
- 6 It is necessary that your research plan include an introduction, paragraphs, and a conclusion about the information you provide. ()



- 7 You can write your research without indicating the source from which you got the information. ()
- 8 Gather your notes and reliable source information, after you've completed your online search. ()
- 9 The information from unreliable sources is presented in a professional way. ()
- 10 In your daily life, you don't face any problems when using ICT tools. ()
- 11 Constructing a hypothesis is a step in problem-solving. ()
- 12 The first step in problem solving is hypothesis testing. ()
- 13 Conducting unsafe tests is okay in problem-solving. ()
- 14 When making a guess to solve a problem, this guess is called the hypothesis. ()
- 15 Failing a test can be a learning opportunity. ()
- 16 When testing your hypothesis, it is necessary not to do any test that puts you at risk. ()
- 17 A hypothesis is a specific answer and does not need to be tested. ()
- 18 Breaking down problems into smaller sections doesn't help in solving problems. ()
- 19 Your success in solving the problem means you succeeded in testing your hypothesis. ()
- 20 When organizing a class trip, you do not need to decide on a destination. ()
- 21 Microsoft 365's bundle includes PowerPoint, Zoom, WhatsApp . ()
- 22 A margin of 25 mm can help design a good poster by preventing it from appearing too cramped . ()
- 23 More decorative fonts in your poster are not preferable when making it. ()
- 24 Margins are not important when creating a visually appealing poster or billboard . ()



- 25 When choosing colors for a poster, it is better to use more than 5 colors. ()
- 26 While creating a poster, it is preferable to choose a too large font. ()
- 27 The amount of light in a photo doesn't matter when taking a good photo . ()
- 28 A suitable font size is better for presenting information because it allows more content to fit in the poster. ()
- 29 It's necessary to have good-quality images on posters or billboards . ()
- 30 Using software to create a digital poster requires a digital device that supports the software . ()

انتهت الأسئلة مع أطيّب الامنيات بالنجاح والتوفيق

محمود سعيد



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Model Answers

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محمود سعيد

