

PONY

سلسلة كتب الأستاذ



ICT

5th

Final Revision



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Primary

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Summary Unit 1

Final Revision

Lesson 1

- **External Hard Drive:** Like HDD, but much faster, It connects directly to the computer ports
- **Ethernet Cable:** It connects a computer or laptop to a router.
- **Ethernet Port:** It connects an Ethernet cable.
- **Ethernet** is more stable and faster than Wi-Fi.
- **Router:** It is a device that connects a computer to the Internet via Ethernet or Wi-Fi.
- **HDMI:** It transmits audios and videos from/to devices.

1 Bit	The smallest unit of data	0 or 1
2 Byte	1 Byte = 8 bits = 1 character	"Cat" = 3 characters = 3 bytes
3 Kilobyte (KB)	1 KB = 1024 B	
4 Megabyte (MB)	1 MB = 1024 KB	
5 Gigabyte (GB)	1 GB = 1024 MB	
6 Terabyte (TB)	1 TB = 1024 GB	

- **Megabits per second (Mbps):** It measures the speed of a network or the Internet connection.
- **GigaHertz (GHz):** It measures the number of cycles your CPU carries out per second.

Problem	Reason	Solution
1 Trouble processing large files (Like a large PowerPoint presentation)	<ul style="list-style-type: none">• Not enough graphics storage	<ul style="list-style-type: none">• Shut down some programs.

2 Not able to store files	<ul style="list-style-type: none"> • Not enough space 	<ul style="list-style-type: none"> • Move old files to an external drive.
3 A poor video-conference connection	<ul style="list-style-type: none"> • Slow wireless Internet connection 	<ul style="list-style-type: none"> • Try an Ethernet connection.
4 The home Internet connection is not working.	<ul style="list-style-type: none"> • Connection interrupted 	<ul style="list-style-type: none"> • Use the Ethernet or contact your ISP. (Internet Service Provider)

Lesson 2

- » **Networks:** They are groups of people or things that are connected to each other for a common purpose.
- » **Local Area Network (LAN):** It connects computers inside a house or a small office
 - It can also connect printer and router.
- » **Internet:** It connects millions of computers from all around the world.
 - To connect a computer to the Internet, we need a **gateway**, such as a **router**.
- » **Router:** It connects your computer to an ISP to provide Internet access.
- » **The ISP:** It is a company that provides the Internet service to the customers.
- » **Example of a useful website:** Egyptian Knowledge Bank.
- » **Open Network:** It is open and accessible to all, such as (**Internet - WWW**).

Lesson 3

- » **Closed Network:** It is a private network such as (**Internet – School computer lab**)
- » We use **closed networks** to share **private** information.
- » We use **open networks** to share **public** information.
- » **Internet of Things (IoT):** can connect digital devices to the Internet using **Wi-Fi**
- » IoT allows you to control devices such as Bluetooth speakers from anywhere.
- » IoT is useful for people of determination.

Lesson 4

» Scientists use office programs, email and video conference to share their discoveries with other.

» **Five steps to solve computer Problems:**

- 1 Identify the problem.
- 2 Plan solutions.
- 3 Try the solutions.
- 4 Review.
- 5 Ask for help.



Problem	Solution
1 The computer slows down when opening an app.	<ul style="list-style-type: none"> • Shut it down and restart it. • Check for software updates. • Delete unwanted apps.
2 The browser is running slow.	<ul style="list-style-type: none"> • Check the Wi-Fi signal. • Make sure apps are up-to-date on your device.
3 No Internet connection	<ul style="list-style-type: none"> • Use the software to troubleshoot your Wi-Fi connection. • Check that the router is connected. • Restart your router. • Try a new Ethernet cable. • Contact the customer service of your ISP for help.
4 Slow to download	<ul style="list-style-type: none"> • Restart your computer and router. • Check the Internet speed.

Lesson 5

» There are many ways to find information, such as **QR Codes**, **libraries**, the **trusted websites**.

» **Input devices** such as:

- 1 Keyboard.
- 2 Microphone.
- 3 Scanner.
- 4 Web Camera.

» **Storage Devices** such as:

- 1 **Hard Disk Drive (HDD):** The main place for saving files on computer, it has a very large storage capacity.
- 2 **Flash Memory:** A small portable device, used to save and transfer files to another device.



» **File Management:** It means creating folders and putting each type of file in the right place. This makes it easy to find files quickly.

» **Create the main folder:**

- Press the right click >>> New >>> Folder
- Then, type a name for the folder.

» A main folder can contain one or more subfolders.

Lesson 6

» **Intranet:** It is used to share information in a **closed network**, and it's **more secure** such as : school or home network.

» **Internet:** It is used to share information over the web in **an open network**, so it's **less secure**.

» **Note:** Don't share personal information such as your full name, home address, or phone number on the Internet.

1 **Sorting information in Excel:**

- Go to the **toolbar** and click on "**Data**", then click on "**Sort**".

2 **Setting formulas in cells:**

- Type **(=)** in this cell. This tells Excel you are **creating a formula**.
- You can set formula to add **(+)**, subtract **(-)**, multiply **(x)**, or divide **(/)**.

» In Excel, a cell is named using a combination of a letter and a number.

» **The letters** are at **the top** of the columns and **the numbers** are on the **left side** of the row.

Summary Unit 2

Final Revision

Lesson 1

- » You should share less personal information online.
- » **Personal information:** It includes your **name**, **address**, **date of birth**, and **passwords**.
 - 1 Use **strong passwords** that are **different** and contain **letters**, **numbers**, and **special signs**.
 - 2 Use **antivirus** software on all of your devices.
 - 3 **Update** your devices regularly.
- » You should **protect your files** from **viruses**, **software problems**, **human errors**.
- » **How to back up your data?**
 - 1 Some apps and software programs back up data **automatically**.
 - 2 You can manually use a **data-storage device**, such as:
 - A flash memory
 - An external hard drive
- » The hard disk has **more space** than the flash memory.



Lesson 2

- » **Phishing:** It is sending a message via **email** or **social media applications** that looks real but isn't.
- » **Smishing:** It is the same as **phishing**, but it is a **text message** instead of an email.
- » **How to identify phishing messages?**
 - 1 They include **misspelled words** and **grammar errors**.
 - 2 They request too much **personal data**.

» Password manager:

- 1 It creates **strong** and **unique** passwords for each of your accounts.
- 2 It also tells you if the passwords you already have are too weak or if you've reused them.
- 3 It can even tell you if one of your passwords has been stolen online.

» Multi-factor authentication (MFA):

- MFA is used to **strengthen** your passwords.
- You provide at least **two ways** of identifying yourself.



Lesson 3

» There are many types of scam websites, such as:

- 1 Online shopping scams: They never send you the correct items you bought.
- 2 Scareware scams: They say your computer has a problem and you need to download something.
- 3 Sweepstakes scams: They offer you a **prize** that never comes.

» How to avoid scam websites?

- 1 Check that the **URL** of the website is **credible**.
- 2 Scam websites usually contain **misspellings** or **bad grammar**.
- 3 Search online to see if it is a known scam.

» If you are a victim of a scam website:

- 1 Report it. Tell a **trusted adult**.
- 2 Contact the **Child Helpline** or **The General Department for Combating Internet Crimes**.

» All URLs are made up of three main parts:

- 1 The protocol
- 2 The resource name
- 3 The file path

Lesson 4

- » **Copyright** protects creators' work.
- » The international **symbol** for copyright is ©.
- » **When you use copyrighted content:**
 - 1 Ask for permission to use it.
 - 2 Credit the sources.
- » **Creative works that are NOT covered by copyright:**
 - 1 Works in the public domain
 - 2 Facts
 - 3 Official documents, such as laws
 - 4 Discoveries
 - 5 Creative works whose owner has been dead for 50 years
- » Public domain and Creative Commons do not fall under copyright.
- » **Public domain:** It includes all creative works that are not covered by copyright law.
- » **Creative Commons:** It means that the owner of a creative work gives permission to reuse their work anytime and anywhere.
- » **There are two ways to use the writings of others:**
 - 1 Use the exact words without changes (direct quotation).
 - 2 Paraphrase ideas in your own style.



Lesson 5

- » **Facts and Opinions:**

Facts

- 1 They come from research and observations.
- 2 They can be proven.
- 3 They cannot be debated.
- 4 They are true for everyone.

Opinions

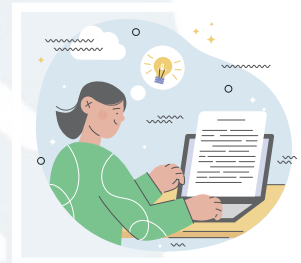
- 1 They are based on someone's views and experiences.
- 2 They cannot be proven.
- 3 They can be debated.
- 4 They are not true for everyone.

- » If two online sources have the **same** information, it often means that the **information is a fact.**

- » **Online sources** include maps, graphs, tables, and charts.
- » The **EKB** is the best way to find **reliable** digital sources.

Lesson 6

- 1 Write notes in your own words, including the author's name and URL.
 - If you copy exact words, put them between quotation marks " ".
 - 2 **Paraphrasing:** It's using your own words to explain the ideas of the writer (author). For every quote, explain where it came from (the source) and why you used it.
- » **Ways of doing paraphrasing:**
- 1 Change some of the vocabulary words.
 - 2 Change the order of the ideas.
 - 3 Change the sentence structure.
- » **Using quotes:** State the source of the quote.
- » **Citing sources:**
- At the end of your research, list your sources on a '**Works Cited**' page.
- » **When you cite a source,** the citations should be in alphabetical order.
- 1 If the source has an author:
 - The citations should be ordered by the **author's last name**.
 - 2 If the source doesn't have an author:
 - The citations should be ordered by the **title of the article**.
 - a. Write **the source:** The name of the book, journal, or website.
 - b. Write **the date:** The year the source was published.
 - c. Mention **the URL**.
- » **When citing a YouTube video,** use the **uploader's name** as the author (creator) of the video.



1 Choose the correct answer from the following:

- 1 When unable to store files, the best solution is to
 - a. Delete apps
 - b. Move old files to external drive
 - c. Restart
 - d. Turn off Wi-Fi
- 2 is a cable used to transmit audio and video
 - a. Ethernet
 - b. Wi-Fi
 - c. HDMI
 - d. both a and b
- 3 is very fast and like a USB or SSD.
 - a. HDMI
 - b. network
 - c. port
 - d. Flash memory
- 4 The is used to insert images and use them later.
 - a. keyboard
 - b. printer
 - c. microphone
 - d. scanner
- 5 You can organize files on your device using
 - a. Folders
 - b. Copy
 - c. Paste
 - d. Limited space
- 6 We can create a main folder and add to it.
 - a. sub-folders
 - b. printer
 - c. delete folder
 - d. speakers
- 7 tells you if one of your passwords has been stolen online.
 - a. A password manager
 - b. MFA
 - c. PIN
 - d. A scam
- 8 All of the following ways can secure your personal information except
 - a. Limit personal information you share on the internet
 - b. Using strong password that contains letters, numbers, and symbols
 - c. Use anti-virus
 - d. Share your name and address with all websites that ask for it
- 9 You must use passwords for the websites that you use.
 - a. short
 - b. different
 - c. expected
 - d. similar
- 10 Smishing is the same thing as phishing, but it is sent by
 - a. an email
 - b. a text message
 - c. Facebook
 - d. none of them
- 11 Passwords are reinforced and strengthened through
 - a. phishing
 - b. multi-factor authentication
 - c. deleting programs
 - d. creating an account

- 12 A password manager checks if the passwords are
 a. weak b. stolen c. reused d. all of them
- 13 If there is no internet connection, you can
 a. Restart router b. Contact ISP
 c. Try new Ethernet cable d. All of them
- 14 The unit "GHz" is used to measures
 a. File size b. CPU speed
 c. Network bandwidth d. Internet data
- 15 A drive like HDD but faster and external is called
 a. Flash b. External hard drive
 c. Modem d. SSD cable
- 16 A video conference may be poor because of
 a. Slow Wi-Fi b. No RAM c. Keyboard error d. Router speed
- 17 To solve slow download problems, you can
 a. Restart the router b. Check internet speed
 c. Restart computer d. All of them
- 18 To keep your data safe, use programs on all your devices.
 a. social media b. antivirus c. browser d. MS Excel
- 19 is the main storage location inside the computer.
 a. Flash memory b. HDD c. QR Code d. Router
- 20 To multiply the values in cell A8 and cell B8 the correct formula is
 a- =A+4B4 b- =A8*B8 c- =A4/B4 d- =A-8B+8C4
- 21 Cell A9 in Excel refers to
 a. column A and row 9 b. column A
 c. the nine row d. row A and column 9
- 22 Multi-Factor Authentication (MFA) is.....
 a. Using one way of identifying yourself
 b. Using at least two ways of identifying yourself
 c. Never identifying yourself
 d. Providing weak password
- 23 The flash memory usually has space than the hard disk.
 a. more b. less c. the same d. none of them
- 24 your devices regularly keeps your data safe.
 a. Uploading b. Updating c. Deleting d. Restarting

- 25 To arrange information alphabetically in Excel, go to the toolbar, and click on "Data", then click on ".....".
 a. Layout b. Format c. Sort d. Save
- 26 To sum the values inside columns A, B, C in row 3 the correct formula is
- a- =A1+B2+C3 b- =A1+B2 c- =A3+B3+C3 d- =A1+A2+A3
- 27 means making another copy of your work to keep it safe.
 a. Copyright b. Backup c. Save d. flash memory
- 28 A LAN connects computers within
- a. a home b. small offic c. The world d. Both a and b
- 29 is the global network that connects millions of computers worldwide .
 a. LAN b. Intranet c. Internet d. Gateway
- 30 The company that provides internet services to users is called
- a. ISP b. CPU c. HDD d. LAN
- 31 An open network that anyone can access is
- a. Intranet b. Closed networkc. Internet d. Private LAN
- 32 A school computer lab network is an example of
- a. Open network b. Closed networkc. Internet d. Global system
- 33 Internet of Things (IoT) allows you to connect digital devices using
- a. Wi-Fi b. USB c. Ethernet d. Bluetooth only
- 34 Businesses use networks to share private information.
 a. Open b. Closed c. Public d. Global
- 35 Intranet is network
 a. open b. closed c. private d. both b and c
- 36 The first step in solving computer problems is to
- a. Ask for help b. Identify the problem
 c. Review d. try solutions
- 37 A solution for a browser running slowly is to
- a. Check Wi-Fi signal b. Replace monitor
 c. Buy printer d. Delete folder
- 38 The is used to share in a closed network and is more secure.
 a. camera b. intranet c. word d. photo



- 50 When documenting the source of the research quoted from YouTube, we use..... as the author
- a. The name of the video uploader
 - b. The name of who watched the video
 - c. The name of YouTube owner
 - d. The name of who deleted the video
- 51 Ethernet is than Wi-Fi.
- a. Slower
 - b. More stable
 - c. Faster
 - d. Both b and c
- 52 The cable that connects a computer to a router is called
- a. HDMI
 - b. Wi-Fi
 - c. Ethernet cable
 - d. ISP
- 53 A device that connects computers to the internet through Wi-Fi or Ethernet is called
- a. Modem
 - b. Router
 - c. Flash memory
 - d. CPU
- 54 If you fall victim to a scam website, you must do
- a. Don't tell anyone about that
 - b. Deal with them more
 - c. You must report what happened
 - d. You must trust that site
- 55 1 Kilobyte = Bytes.
- a. 1024
 - b. 100
 - c. 512
 - d. 64
- 56 Opinions are
- A- Can't be debated
 - C- Based on person's view and experience
 - B- Came from observation and research, can be proven
 - D- Can be proven
- 57 The unit used to measure internet speed is
- a. GHz
 - b. MB
 - c. Mbps
 - d. GB
- 58 Public domains and creative commons are
- a- Online resources not covered by copyright
 - b- Sources can't be used without owner permission
 - c- Online resources covered by copyright
 - d- Take the international symbol of copyright
- 59 The device that stores and transfers files between computers is
- a. Scanner
 - b. Flash memory
 - c. Router
 - d. Monitor
- 60 The references in a 'Work Cited' list are usually sorted by the author's
- a. first name
 - b. last name
 - c. birth date
 - d. age

2 Put (✓) or (X) in Front of the following sentences:

- 1 You should ignore software updates to keep computer stable. (....)
- 2 A flash memory cannot transfer data to another device. (....)
- 3 Ethernet cable is connected in devices to holes called ethernet port.(....)
- 4 Closed networks are accessible to everyone. (....)
- 5 Website copyrights are usually shown at the bottom of the home page.(....)
- 6 Internet of Things connects devices using wires only. (....)
- 7 To avoid scam websites, you should search for them online to ensure they are trusted. (....)
- 8 Using Ethernet make video conferencing more stable. (....)
- 9 A QR code is used to get information quickly. (....)
- 10 Trusted website has spelling errors. (....)
- 11 Facts are based on a person's views and experiences. (....)
- 12 The main folder can contain one or more subfolders. (....)
- 13 It is preferable to give each folder an appropriate name. (....)
- 14 To create a new folder, left-click on an empty space. (....)
- 15 To avoid scam websites, you must check the uniform resource locator.(....)
- 16 Creative Commons is when the creator of a work gives permission to reuse his work at any time. (....)
- 17 When the source is a YouTube, the author's name is the person who uploaded the video (....)
- 18 An operating system does not allow you to add a sub-folder inside a main folder. (....)
- 19 Updates often close weaknesses that hackers may use. (....)
- 20 Creative works protected by copyright are works that are classified as public domains and facts. (....)
- 21 We use charts, tables, and maps to get measurable facts. (....)
- 22 Using a flash memory and an external HDD is considered a more secure way to save your files and create backups. (....)
- 23 Phishing messages are free from grammar errors. (....)
- 24 The international copyright symbol is the letter C with a circle around it © (....)

- 25 When you quote something, you must identify its source and the reason for using it. (....)
- 26 In Excel , the cell is named using a combination of a letter and a number. (....)
- 27 One of the types of multi-factor authentication is when you log into your accounts from another device. (....)
- 28 Even if hackers steel your password, they can access your account without the code. (....)
- 29 The school computer lab is a type of intranet. (....)
- 30 You should use multiple sources during your research to ensure you know all the important facts. (....)
- 31 The ISP provides internet service to customers. (....)
- 32 Copyright law protects both print and digital content. (....)
- 33 IoT allows devices to connect through Bluetooth and Wi-Fi. (....)
- 34 Phishing/scam websites try to invade your privacy by obtaining your personal information. (....)
- 35 When using copyrighted images, don't mention the link to the original version of the image. (....)
- 36 Online resources use a permalink to the site they are quoted from.(....)
- 37 Internet of Things is not useful for people of determination. (....)
- 38 One of the ways of online phishing/scam is to offer fake rewards and prizes. (....)
- 39 Scientists use Word, Excel, and PowerPoint in their research. (....)
- 40 Restarting the router can fix "no internet" problems. (....)
- 41 Checking Wi-Fi signal helps when the browser runs slow. (....)
- 42 The first step in problem solving is to review the solution. (....)
- 43 Scareware includes fake warnings about a problem with your computer.(....)
- 44 Opinions are the result of research and observation and can be proven. (....)
- 45 You can contact your ISP when internet is down. (....)
- 46 Restarting the computer can solve slow app issues. (....)
- 47 To obtain reliable digital sites, it is preferable to follow the sites suggested by your teacher, such as the EKB. (....)

- 48 Sharing information via Intranet is more secure. (....)
- 49 A backup must be created for important data to prevent data loss on your device. (....)
- 50 It's preferable to register on websites that ask for too much personal information. (....)
- 51 The cell f7 is located in column (7) and row (F). (....)
- 52 To access a website, type the URL in the search engine. (....)
- 53 Changing some vocabulary, arranging ideas, and re-write sentences is considered paraphrasing the text. (....)
- 54 There is only one way to backup data using a flash memory. (....)
- 55 A cell in column C and the second row is called 2C. (....)
- 56 Strong passwords must be less than 8 characters and include letters, numbers, and special symbols. (....)
- 57 Phishing is one of the ways by which hackers get your password. (....)
- 58 To create a formula in Excel, we use the "+" sign. (....)
- 59 The antivirus can tell you if one of your passwords has been stolen online. (....)
- 60 Bit is the smallest unit of data. (....)
- 61 Ethernet is faster and more stable than Wi-Fi. (....)
- 62 HDMI cable connects computers to the router. (....)
- 63 One kilobyte equals 1024 bytes. (....)
- 64 The word "ICT" takes 3 bytes to store. (....)
- 65 Paraphrasing is using your own style to explain the writer's idea. (....)
- 66 A router connects multiple devices to the internet. (....)
- 67 Mbps measures CPU performance. (....)
- 68 At the beginning of the research report, sources are cited on the "list of cited works" page. (....)
- 69 LAN connects computers within a home or office. (....)
- 70 The Internet is an example of a closed network. (....)
- 71 The antivirus software is not important to be installed on your computer. (....)
- 72 You can arrange alphabetically numbers only in Excel. (....)
- 73 The Internet is a safe place to share personal information. (....)

- 74 The more you share your personal information, the higher your digital security. (....)
- 75 Phishing is sending a message via email. (....)
- 76 The last part of the URL is the file path. (....)
- 77 One of the ways to secure your personal identifiable information is to limit personal information your share on the internet. (....)
- 78 Multi-Factor Authentication is providing one way to identify yourself. (....)
- 79 The rows in Excel are labeled with letters. (....)
- 80 A password manager software creates weak passwords. (....)

Answers

1

- 1 b 2 c 3 d 4 d 5 a 6 a 7 a 8 d 9 b 10 b
 11 b 12 d 13 d 14 b 15 b 16 a 17 d 18 b 19 b 20 b
 21 a 22 b 23 b 24 b 25 c 26 c 27 b 28 d 29 c 30 a
 31 c 32 b 33 a 34 b 35 d 36 b 37 a 38 b 39 b 40 b
 41 b 42 a 43 d 44 b 45 c 46 b 47 b 48 d 49 c 50 a
 51 d 52 c 53 b 54 c 55 a 56 c 57 c 58 a 59 b 60 b
 61 c 62 a 63 c 64 a 65 b 66 d 67 d 68 d 69 d 70 c

2

- 1 F 2 F 3 T 4 F 5 T 6 F 7 T 8 T 9 T 10 F
 11 F 12 T 13 T 14 F 15 T 16 T 17 T 18 F 19 T 20 F
 21 T 22 T 23 F 24 T 25 T 26 T 27 T 28 F 29 T 30 T
 31 T 32 T 33 T 34 T 35 F 36 T 37 F 38 T 39 T 40 T
 41 T 42 F 43 T 44 F 45 T 46 T 47 T 48 T 49 T 50 F
 51 F 52 T 53 T 54 F 55 F 56 F 57 T 58 F 59 F 60 T
 61 T 62 F 63 T 64 T 65 T 66 T 67 F 68 F 69 T 70 F
 71 F 72 F 73 F 74 F 75 T 76 T 77 T 78 F 79 F 80 F

تطبيق



مذكرات جاهزة للطباعة

لتحميل الملفات التعليمية مجاناً للمعلم والطالب

مذكرات وملازم / مراجعات وملخصات / امتحانات / كتب الوزارة /
أدلة المعلم / دفاتر التحضير / سجلات مدرسية / أوراق تأسيس

امسح الكود بموبايلك علشان تقدر تثبت التطبيق

وتقدر ف أي وقت تحمّل ال نفسك فيه ببلاش

هيغنك عن البحث والجروبات والقنوات الكثيرة

