

NAME: DATE:
 CLASS: MARK: / 25

Vocabulary

(Marks: _____
5×1 5)

A. Complete the sentences with the following words.

- experience code workload update deal*
- Our company is growing rapidly and so my is increasing.
 - Smaller groups can with tasks more efficiently.
 - Janet has more with the software.
 - My job is to the security software in the department.
 - Encoding is putting secret information into

Grammar

(Marks: _____
5×1 5)

B. Circle the correct answer.

- IT is the technology required for the *process / processing* of data.
- IT deals with the *use / usage* of electronic computers.
- IT professionals perform various tasks *depend / depending* on which field they are in.
- A friend of mine is exceptionally *skills / skilled* in coding.
- The Quality Assurance section advises *on / for* how to solve specific problems.

Content

C. Match the sentences to the responses.

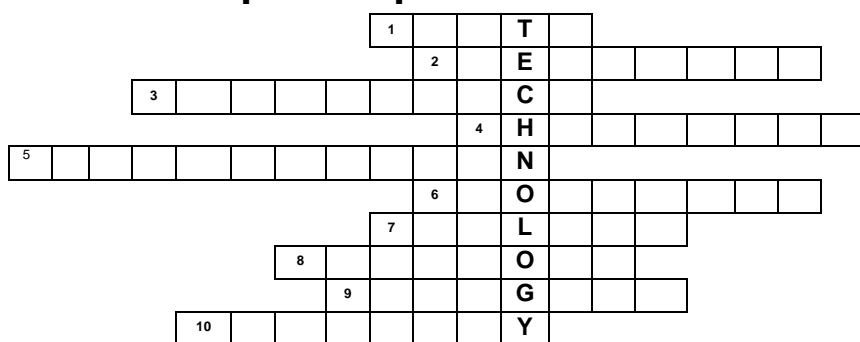
(Marks: _____
5×1 5)

- Why do you want to change your section?
- Why do you want to divide the department into three sections?
- How do you supply the information security?
- What will my main responsibility be in the section?
- What was your next question about?

- A You will be responsible for providing technical support.
 B We use encoding to protect it.
 C Because I believe that I have more experience with the hardware.
 D About my position in the department.
 E I want to increase the effectiveness.

(Marks: _____
10×1 10)

D. Complete the puzzle.



- Information
 The condition of not being threatened.
 Firm persuasion; full confidence or trust
 The part of a computer that is fixed and cannot be altered
 The systematic imparting of knowledge or education
 Encoded computer instructions
 Connected to the internet
 To provide materials or effort for a specific activity
 To enter a program or other instructions into a computer
 Level of excellence