



S.C. MCPHERSON JUNIOR HIGH SCHOOL
CHRISTMAS TERM EXAMINATION 2025

SUBJECT: BUSINESS STUDIES

GRADE LEVEL: 7



DATE: DECEMBER 2025

DURATION: 1 ½ hours

STUDENT'S NAME: _____

TEACHER'S NAME: Place a check mark next to the name of your teacher.

☐	Mrs. J. Clare
☐	Ms. M. Jones
☐	Mrs. N. Uriz

Instructions to candidates: This exam includes 5 sections. Read the instructions and answer all questions in each section appropriately. The number of points awarded for each section is included in the instructions before each section.

Section A: (22 marks)

Multiple Choice: Choose the correct answer. (1 mark each)

1. Which of the following is an example of a learning platform used for online classes?
 - a) Google Classroom
 - b) Microsoft Paint
 - c) Notepad
 - d) Calculator
2. The program we use to access the internet is called a:
 - a) Word Processor
 - b) Browser
 - c) Spreadsheet
 - d) Hardware
3. Which one is not an output device?
 - a) Monitor
 - b) Printer
 - c) Speaker
 - d) Keyboard
4. What is a computer virus?
 - a) A type of game
 - b) A harmful program that can damage files
 - c) A tool that makes computers faster
 - d) A cleaning software
5. How many steps are there in the Information Processing Cycle?
 - a) 3
 - b) 5
 - c) 2
 - d) 4
6. When should the search bar be used?
 - a) When you are researching a topic
 - b) When you know the site address
 - c) When entering www.ixl.com
 - d) When inputting www.roblox.com

7. Which is a web browser?

- a) Fortnite
- b) YouTube
- c) Google Chrome
- d) Netflix

8. What does the term “Internet” mean?

- a) A globally connected network system
- b) A physical and logical arrangement of nodes and connections
- c) A signal that connects you to the internet
- d) All of the above

9. Computer _____ is having knowledge and understanding of computers and their uses.

- a) Science
- b) Machine
- c) Literacy
- d) Facts

10. Computers change data into information through:

- a) Processing
- b) Input
- c) Output
- d) Typing

11. The bar used to type a website’s link or URL is called the:

- a) Search bar
- b) Address bar
- c) Menu bar
- d) Title bar

12. Which of the following shows good digital citizenship?

- a) Sharing your password with friends
- b) Posting kind and respectful comments online
- c) Downloading pirated movies
- d) Using someone else’s work without credit

13. To keep your computer safe, you should:

- a) Eat near it

- b) Keep liquids away
 - c) Pull out cables roughly
 - d) Leave it on all night
14. How do computer viruses spread?
- a) Through infected emails or downloads
 - b) By turning off the computer
 - c) Through sunlight
 - d) By cleaning the keyboard
15. Keeping your computer in a clean, dust-free area helps:
- a) Slow it down
 - b) Make it crash
 - c) Prevent overheating and damage
 - d) Break the fan
16. What is the main purpose of antivirus software?
- a) To play music
 - b) To detect and remove viruses
 - c) To slow down your computer
 - d) To install more viruses
17. Which of the following is a storage device?
- a) Hard Drive
 - b) Keyboard
 - c) Mouse
 - d) Webcam
18. Posting rude comments online can:
- a) Make you popular
 - b) Hurt others and harm your reputation
 - c) Be funny to everyone
 - d) Improve your grades
19. A strong password should include:
- a) Only your name
 - b) Numbers, letters, and symbols
 - c) Simple words

d) Your birthday

20. Which of the following tools require digital literacy to use well?

a) Pencil and paper

b) Smartphones and computers

c) A whiteboard

d) A textbook

21. The main difference between data and information is:

a) Data is raw; information is processed

b) Data is written; information is printed

c) Data is only numbers; information is only text

d) Data is more important than information

22. Which of the following is an input device?

a) Monitor

b) Mouse

c) Printer

d) Speaker

Section B1: (10 marks)

True/False: Circle the correct answer out of true or false.

True / False 1. Sending respectful emails is part of being digitally literate.

True / False 2. All viruses make your computer work faster.

True / False 3. The CPU is the main processing device of a computer.

True / False 4. It's safe to share personal information with strangers online.

True / False 5. Digital literacy only means knowing how to play computer games.

True / False 6. Downloading from unknown websites can cause virus infections.

True / False 7. You should clean your computer with a wet towel.

True / False 8. The Internet and a browser are the same thing.

True / False 9. You can only use learning platforms when you are inside a classroom.

True / False 10. The address bar and search bar are exactly the same.

Section B2: (6 marks)

Use one for the answers for the following questions

Posture	Information Processing Cycle
Wi-Fi	Application Software
Output	Hardware

1. _____ refers to the physical parts of the computer you can touch.
2. The entire process of input, processing, output, and storage is called the _____.
3. _____ software helps you perform tasks, like Word or PowerPoint.
4. You should sit with good _____ while using the computer.
5. _____ helps connect computers to the Internet wirelessly.
6. _____ devices show the results of processing.

Section C: (11 marks)

Answer all the following questions, make sure your answers are in complete sentences.

1. What is Digital Citizenship?

2. Name two type of hardware and explain what each is used for?

3. Explain the difference between an address bar and a search bar.

4. **REWRITE** the Information Processing Cycle **in order**.

Input → Storage → Output → Processing

Section D: (20 marks)

Label the parts of the computer and state what type of device it is. Write your answers in the spaces provided, below the diagram.

DEVICE	NAME THE DEVICE	WHAT TYPE OF DEVICE IS IT
		
		
		
		

		
		
		
		
		
		

Section E: (10 marks)

Match the terms in Column A with the correct descriptions in Column B.
Write the letter of the correct answer on the line.

1. Column A	Column B	
1. Data	Make decisions or solve problems.	
2. Information	An example of data.	
3. Raw facts	The act of processing.	

4. Meaningful result	An example of information	
5. Numbers, symbols, or text before processing	What we get after analyzing or calculating data.	
6. Processed data	Example of unprocessed data	
7. "The class average is 75%"	Another word for data that has not yet been organized.	
8. "65, 70, 80, 85"	The first step before data can be processed.	
9. Data is turned into information through-	Another phrase used to describe information	
10. Information helps people	Facts and figures that have been processed to have meaning.	