



**higher education  
& training**

Department:  
Higher Education and Training  
**REPUBLIC OF SOUTH AFRICA**

# **MARKING GUIDELINE**

**NATIONAL CERTIFICATE  
COMPUTER PRACTICE N4**

**19 May 2021**

**This marking guideline consists of 18 pages.**

**SECTION A: THEORY**

**QUESTION 1: COMPUTING CONCEPTS AND APPLICATION SKILLS**

- |     |       |       |  |
|-----|-------|-------|--|
| 1.1 | 1.1.1 | False |  |
|     | 1.1.2 | True  |  |
|     | 1.1.3 | False |  |
|     | 1.1.4 | True  |  |
|     | 1.1.5 | False |  |

(5)

- |     |       |                         |
|-----|-------|-------------------------|
| 1.2 | 1.2.1 | Central processing unit |
|     | 1.2.2 | Random access memory    |
|     | 1.2.3 | Hard drive disk         |
|     | 1.2.4 | Mega byte               |
|     | 1.2.5 | Operating system        |

(5)

**[10]**

**QUESTION 2: NETWORKING AND COMMUNICATION SKILLS**

- |     |   |
|-----|---|
| 2.1 | C |
| 2.2 | I |
| 2.3 | G |
| 2.4 | B |
| 2.5 | A |
| 2.6 | E |
| 2.7 | F |

(7 × 2) **[14]**

**QUESTION 3: DATA INFORMATION MANAGEMENT AND COMPUTATIONAL THINKING**

- 3.1 Computational thinking allows us to approach a complex problem, understand the problem and develop possible solutions.  
(2 marks, accept relevant answer in correct context of the question) (2)

- 3.2
- Decomposition
  - Pattern recognition
  - Abstraction
  - Algorithms
- (4)

- 3.3
- Calendar sharing
  - File sharing
  - Video conferencing
  - Document synchronising
  - Instant messaging
  - Whiteboards
  - Cloud storage
- (Any 4 × 1) (4)

3.4 An online journal is used to post information and then have readers comment on those posts  
(2 marks, accept relevant answer in correct context of the question) (2)

- 3.5
- WordPress
  - Wix
  - Weebly
  - Tumblr
  - Joomla
  - Medium
  - Google blogger
  - Network solutions
  - Big commerce
- (Any 2 × 1) (2)

3.6

| ADVANTAGES  | DISADVANTAGES  |
|---|--|
| Very quick and easy to use  | It be time consuming to write new content or reply to comments         |
| You can write on any topic that interests you   | Personal blogs can be biased as they represent the views of one person |
| You can add new posts easily  | No one might read your posts   |
| People can leave comments on your posts   | People may leave inappropriate comments                                |
| You can gain influence as your blog becomes more popular and helps or inspires others   | Poorly written content can give one a bad reputation                   |
| Excellent marketing and branding tool for businesses that helps support business growth | It may be time consuming to find blogs worth reading                   |
| Low or no-cost marketing tool   | Some blog platforms are not for free                                   |

(Any ONE advantage and any ONE disadvantage) (2)

[16]

**QUESTION 4: INTERNET AND COMMUNICATION SKILLS**

- 4.1 D  
4.2 A  
4.3 D  
4.4 B  
4.5 C

(5 × 2) [10]