## **COMPUTER STUDIES**

#### **PREAMBLE**

This examination syllabus is developed from the National Curriculum for Senior Secondary School Computer Studies. It highlights the scope of the course for Computer Studies examinations at this level. Its structuring revolves around conceptual approach. The major thematic areas considered in the entire syllabus include:

- 1. Computer fundamentals and evolution
- 2. Computer hardware
- 3. Computer Software
- 4. Basic Computer Operations
- 5. Computer Applications
- 6. Managing Computer files
- 7. Developing Problem-solving skills
- 8. Information and Communication Technology
- 9. Computer ethics and human issues

Each thematic area forms a concept which is further divided into sub-concepts. This examination syllabus is not a substitute for the teaching syllabus. Therefore, it does not replace the curriculum.

### **OBJECTIVES**

The objectives of the syllabus are to test candidates' understanding, knowledge and acquisition of

- 1. basic concepts of computer and its operations;
- 2. manipulative, computational and problem-solving skills;
- 3. application of software packages;
- 4. operation of computer related simple devices;
- 5. on-line skills and their applications;
- 6. safe attitudes and good practices on effective use of computer;
- 7. potential for higher studies in Computer related areas.

# **EXAMINATION SCHEME**

There will be three papers, Papers 1, 2 and 3, all of which must be taken. Papers 1 and 2 shall be a composite paper to be taken at one sitting.

- **Paper 1:** will consist of 50 multiple-choice objective questions all which are to be answered in 1 hour for 25 marks.
- **Paper 2:** will consist of five essay questions. Candidates will be required to answer any three in 1 hour for 30 marks.
- **Paper 3:** will test actual practical skills of school candidates and knowledge of practical work for private candidates. It will consist of three questions to be answered in 2 hours for 45 marks.

## **DETAILED SYLLABUS**

TOPIC	CONTENT	NOTE
COMPUTER EVOLUTION  (a) Computing Devices I (Precomputing age- 19 <sup>th</sup> century)	(i) Features , components and uses of early computing devices:  - Abacus; - Slide Rule ; - Napier's bone; - Pascal's calculator; - Leibnitz multiplier; - Jacquad loom; - Charles Babbage's analytical engine; - Hollerith Census Machine; - Burrough's Machine.  (ii) Contribution of each of the founder of these devices to modern computers.	Trend of development in computing devices from one to the other.
(b) Computing Devices II (20 <sup>th</sup> century to date)	Features, components and uses of: -ENIAC -EDVAC -UNIVAC 1 -Desktop Personal Computers -Laptop and Notebook computers -Palmtop.	Sizes and basic components should be considered in a comparative form.

FUNDAMENTALS OF	- Definition of a Computer;	
COMPUTING	- Two main constituents	
(a) Overview of Computing System	of a Computer  - Computer hardware; - Computer software - Classification and examples of hardware and software Functional parts of a computer	Differences between hardware and software should be treated.
	Characteristics of Computers - Electronic in nature; - Accuracy; - Speed; - Interactive etc.	
(b) Data and Information	<ul> <li>Definition and         examples of data and         information;</li> <li>Differences between         data and information.</li> </ul>	

COMPUTER ETHICS AND HUMAN		
ISSUES		
Security and Ethics	<ol> <li>Sources of security breaches:         <ul> <li>Virus, worms and Trojan horses;</li> <li>Poor implementation of network;</li> <li>Poor implementation or lack of ICT policies;</li> <li>Carelessness- giving out personal and vital information on the net without careful screening.</li> </ul> </li> </ol>	Definition and effects of viruses and worms should be treated
	- Hackers, spammers etc.	Definition of hackers and spammers should be treated
	2. Preventive measures  - Use of antivirus software e.g. Norton, McAfee, Avast, etc  - Use of firewall;  - Exercising care in giving out vital and personal information  - Encryption  - Proper Network Implementation and Polies  - Using sites with web certificates  - Exercising care in opening e-mail attachments	Explanation of firewall is required  Definition of encryption should be treated
	<ol> <li>Legal Issues         <ul> <li>Copyright (software</li> </ul> </li> </ol>	

	copyright) -ownership right to -text; -images; -audio; -video -Privacy of audio and video software -Cyber crimes -identify theft; -internet fraud	
	-Hacking	
COMPUTER HARDWARE		
(a) Input devices	Definition and examples of input devices The use of keyboard, mouse, scanner, joystick, light pen, etc Classification of keys on the keyboard into Function, Numeric, Alphabetic -Cursor keys -Features, function and operation of the mouse -Differences in keyboard, mouse, light pen and scanner	
Output Devices	-Definition and examples -Output devices: monitor, printer, speaker, plotter — Type, features and usesDifferences between input and output devices -Similarities and differences in inkjet, laser and line printer	Examples and types of printers and monitors should be

		treated.
Central Processing Unit	Components of C.P.U.:	Combination
	Arithmetic and logic unit,	of the CPU and
	control unit	Memory Unit
	Function of ALU and	as system unit
	Control Unit	should be
		mentioned.
Memory Unit	Types of Memory Unit:	
	Primaryand Secondary	Physical
	memory	identification
	-Components of Primary	of RAM and
	memory unit: ROM and	ROM devices
	RAM	required.
	Differences and uses of	
	ROM and RAM	
	Examples of Seconadry	
	memory devices: floppy	
	disk, hard disk, compact	
	disk(CD), flash disk, digital-	
	video-disk(DVD)	
	Unit of storage in memory	
	devices: bits, nibble, bytes,	
	kilobytes, megabytes,	
	gigabytes, terabytes	
	Interconversion of unit of	Simple
	storage.	calculation
	-Comparative study of	involving the
	auxiliary storage devices in	conversion
	respect of their size, speed	from a unit to
	and technology	another
		Size and shape
		variation of
		floppy,
		flask/USB and
		compact disks
		should be
		noted

Logic Circuits	-Definition, types and uses of standard logic gate: AND, NOT, OR Symbols of AND, NOT, OR gates -Construction of truth table for standard logic gates -Differences between AND, NOT, OR gates -NAND and NOR as alternative logic gates should be treated Construction of Truth Table for NAND and NOR Construction of a simple comparator with -XOR( Exclusive OR) -NOR gate	Logic equation for AND, NOT, OR gate should be treated. Uses of logic gates are required.  Simple definition of a comparator is required.
(a) System Software	(i) Definition and types of software - System software - Application software (ii) System software and their examples - Operating System e.g. MS Windows - Translator e.g. Compiler - Tools/ Utility e.g. Antivirus  (iii) Examples of Operating System - MS Windows - Linux - UNIX - MS-DOS etc	Differences between system and application software is required  Operating systems of phones, ipad and other

(b) Operating System	(iv) Examples of Translators - Assemblers - Compilers - Interpreters (v) Examples of Utility Programs - Editor - Anti-virus etc  (i) Definition, types, examples and function of Operating System - Graphic User Interface(GUI) - GUI (MS Windows, Linux, etc) - Command line (MS DOS, UNIX, etc)	computerized devices should be treated. E.g. Android, Blackberry, etc.  Differences among the translators should be noted  Differences between GUI and Command line Operating Systems are required.
(c) Application Software	(i) Definition and types of application software  (ii) Common Application Packages and their examples  - Word processing(MS Windows)  - Spreadsheet(MS Excel)  - Database(MS Access)  - Graphics  (iii) Packages for spreadsheet purpose  - Accounting software  - Payroll program  - Banking software  - Education management software  - Statistical packages	Differences between user application program and application packages are required

	-	Hospital management software	
COMPUTER APPLICATION			
(a) Word Processing	(i)	Definition and examples of word processing and word processor -MS Word	
		-Wordstar	
		-WordPerfect	
	(ii)	Features of Word Processing programs in general.	
	(iii)	Application areas of Word Processing programs -Office	
		-Publishing	
		-Journalism	
		-Education, etc.	
	(iv)	Features of MS	
	, ,	Word	
	(v)	Steps in activating and exiting MS Word	
	(vi)	Basic operations in MS	Definition of
		Word	Definition of
		-Create	each
		- Edit	operational
		- Save	term is
		-Retrieve	required.
		-Print	
		- Close	
	(vii)	Further operations	
		in MS Word	
		-move	
		-сору	
		-cut	
		-use of different -	
		Types	
		and sizes of fonts	

	-formatting	
	-justifying	
	-search/explore	
	-spell checking	
	-file merging, etc	
	me merging, etc	
(b) Spreadsheet	(i) Definition and examples	
	of spreadsheet program	
	-VisiCALC	
	-MS Excel	
	-SuperCALC	
	-Autocad, etc	
	, latocad, ctc	
	(ii) Feature of	
	spreadsheet program	
	(iii)Application areas of	
	Spreadsheet	
	programs:	
	-Accounting	
	-Statistical	
	calculation	
	-Student result, etc	
	(iv)Features of MS Excel	
	Environment	
	-status bar	
	-menu bar	
	-formula bar, etc	
	(v)Definition of basic	
	terms in MS	
	Excel	
	-worksheet	
	-workbook	
	-cells	
	-cell ranges	
	(vi)Data types in Excel	
	-Number	
	-Labels	
	-Formula	

	(vii)Basic operation in	
	Excel	
	-Data Entry	Simple
	-Saving	calculations
	-Retrieve	with and
	Сору	without built-
	-Move	in function e.g.
	(viii)Arithmetic	sum, average,
	calculations using	etc
	formula and built-in	etc
	function	
	(ix)Additional operation in Excel	
	-Editing	
	-Formatting	
	-Printing	
	-Drawing charts, etc	
	g ,	
		Pie chart,
		histogram, bar
		chart, etc
(c) Database	(i)Definition of database	
	and database packages	
	(ii)Examples of database	
	packages	
	-Dbase IV,	
	-Foxbase	
	-MS Access	
	-Oracle, etc	
	(iii)Basic terms in	
	•	ř
	Database	
	Database -File	
	-File	
	-File -Record	
	-File -Record -Field	

methods and their features -Hierarchical -Network -Relational (v)Features of database format -Files designed as tables -Tables comprise row and columns -Row containing related information about a record. -Column containing specific type of information about a field. (vi)Steps in creating database -define the structure -indicate field type(numeric, character, data, text, etc) -enter data -save data (vii)Basic operations on already created database. Database -searching -modifying -sorting -reporting

	colocting	
	-selecting	
	-inserting, etc	
(1) 2	(1)2 (1)11 (2)	
(d) Graphics	(i)Definition of Graphics	
	(ii)Examples of Graphics	
	packages	
	-Paint	
	-Harvard graphics	
	-Photoshop	
	-Coreldraw, etc	
	(iii)Features in activating	
	and existing	
	Coreldraw	
	(iv)Simple design using	
	Coreldraw	
	-Business card	
	-School logo	
	-National flag	
	-Invitation card	
	-Certification, etc	
(e) Presentation package	(i)Definition of	
, ,	presentation	
	package	
	(ii)Examples of	
	presentation package	
	-MS PowerPoint, etc	
	(iii)Features of	
	PowerPoint	
	environment	
	(iv)Steps in activating	
	and exiting	
	PowerPoint	
	(v)PowerPoint operation	
	-create new	
	presentation	
	-insert pictures, text,	
	graphs	
	-animated contents	
	-animated contents	

	-add new slide	
	-save presentation	
	-run slide show	
	-print presentation	
	-close presentation	
MANAGING COMPUTER FILES		
( ) 6	(i)Definition of some	
(a) Concept of Computer Files	terms	
	-computer file	
	-record	
	-field	
	-data item	
	(ii)Types of data item	
	-numeric	
	-alphabetic	
	-alphanumeric	
	(iii)File structure	Differences
	organisation	among the
	(Data item—record—	organization
	file—database)	methods are
	(iv)Types of file	required
	organization	
	-serial	
	-sequential	
	-index	
	-random	
	(v) Methods of accessing	
	files	
	-serial	
	-sequential	
	-random	
	(vi) File classification	
	-master file	
	-transaction file	
	-reference file	
	(vii)Criteria for	
	classifying files:	
	-nature of	

content(program and data) -organisation method -storage medium (i)Basic operation on (b) Handling Computer Files computer files File processing -file using BASIC programming -delete -retrieve is required. -insert -copy -view -update -open -close (ii) Effect of file insecurity -data loss -data corruption -data becomes unreliable (iii)Causes of data loss -over-writing -inadvertent deletion (iv)Methods of file security -use of backup -use of antivirus -password -proper labelling of storage devices, etc (v)Differences between computer files and manual files

	(vi)Advantages of computer files -more secure -fast to access,etc (vii)Disadvantages of computer files -expensive to set up -irregular supply of electricity	
BASIC COMPUTER OPERATIONS		
(a) Booting and shutting down process	(i) Description and types of booting process (ii)Types of booting process -cold booting -warm booting (iii)Steps involved in: -booting a computer; -shutting down a computer (iv)Identification of features on a desktop	Difference between cold and warm booting should be treated
(b) Computer Data Conversion	(i)Definition of registers, address, bus (ii)Types and functions of registers: MDR, CIR, SCR (iii)Differences between register and main memory	Fetch-execute cycle is not required

	(iv)Steps involved in how a computer converts data to required information (Input-Process-Output) (v)Factors affecting speed of data transfer: -bus speed; -bus width.	
INFORMATION AND COMMUNICATION TECHNOLOGY(ICT)		
(a) Communication Systems	(i)What'ICT' acronym stands for. (ii) Types of ICT -Broadcasting -Telecommunication -Data Network -Information Systems -Satellite Communications -Examples of Broadcasting -Radio broadcasting -Television broadcasting -Satellite system -Examples of Telecommunication -Public Switched Telephone Network(PSTN)- Landline	

	-Mobile phone	
	systems	
	-Circuit Switched	
	Packet	
	Telephone	
	System(CSPT)	
	-Satellite telephone	
	system	
	-Fixed wireless	
	telephone	
	system	
	-Examples of data	
	networks	
	-Personal Area	
	Network(PAN)	
	-Local Area	
	Network(LAN)	
	-Metropolitan Area	
	Network(MAN)	
	-Wide Area	
	Network(WAN)	
	-Internet	
	-Examples of	
	Information Systems	
	-Data Processing	
	System	
	-Global Positioning	
	System(GPS)	
(b) Application areas of ICT	(i)Application Areas of ICT	Definition and
	include	description of
	the following:	these terms
	-Teleconferencing	are required
	-Video conferencing	
	-Telecommuting	

	-Telecomputing	
	-Messaging	
	-Information search,	
	retrieval	
	and archival.	
	(ii)ICT based gadgets	
	and their	Knowledge on
	operations	the operations
	-Mobile phones	on these ICT-
	-Computers	based gadgets
	-Fax machines	is required.
	-Automated Teller	
	Machines(ATM)	
	-Dispensing	
	machines	
	-Point of Sale	
	Machines	
	- Automated Cash	
	Register(ACR)	
	-Radio sets	
	-Television sets, etc	
(c)Internet	(i)Definition of Internet	
	and some	
	Internet terms:	
	-Homepage	Demonstratio
	-Browse	n of these
	-Browser	terms through
	-Chatroom	Internet
	-Cybercafe	access is
	-HTTP	required
	-HTML	
	-ISP	
	-Webpage	
	-Website,etc	
	(ii)Types of internet	
	browsers	
	-Internet explorer	Access

	-Netscape navigator	Internet
	-Opera	through these
	-Firefox	browsers.
	-Cometbird ,etc	
	(iii)Features of Internet	
	browsers:	
	-Title bar	
	-Menu bar	Application of
	-Tool bar	the features of
	-Address bar,etc	Internet
	(iv)Types of Internet	browser
	services	window is
	-Electronic mail (e-	required
	mail)	required
	-e-mail discussion	
		Benefits of
	group	Internet to our
	-Instant messaging	
	-Telnet	society should be stressed
	-Usenet -File Transfer	be stressed
	Protocol(FTP)	
	-Worldwide	
	web(www)	
/ 1) 51	-Chatting, etc	
(d) Electronic Mail(e-	(i)Definition of electronic	
mail)Services	mail	
	(ii)E-mail Services:	
	-sending/receiving e-	
	mail	
	-chatting, etc	
	(iii)Steps involved in	
	creating e-mail	
	account	Procedure for
	(iv)Steps involved in	sending and
	opening mail box	receiving e-
	(v)Features in an e-mail	mail is
	address e.g.	required
	fmemail@fmegovng.org	

	(vi)Definition and steps	
	involved in chatting	
	mvolved in endering	
(e)Networking	(i)Definition of a	
(4, 44 8	Computer Network	
	(ii)Types of Network	
	-PAN	
	-LAN	
	-WAN	
	-MAN	
	-Internet	
	(iii) Network topology	Differences in
	-Star	the various
	-Bus	topologies
	-Ring	should be
	(iv)Network devices	treated
	-Hub	
	-Modems	
	-Switches	Knowledge of
	-Routers	"Bridge" as a
	-Network Interface	networking
	Card(NIC)	device is
(f) Introduction to Worldwide	(v)Advantages of	required.
web (W.W.W.)	Networking	
, ,	(i)What is the 'W.W.W.'	
	acronym stands for	
	(ii)Brief history of W.W.W.	
	(iii)Basic terminologies:	
	-W.W.W.	
	-website	
	-webpage	
	-homepage	
	-protocol, etc	Nigeria's
	(iv)Protocol	contribution
	-НТТР	to www

	-HTML	should be
	(v)Uses/benefits of www	mentioned
	(vi)Navigating through	inentioned
	websites	
	www.waeconline.org	
	-www.itbeginswithu.org	
	-www.servenigeria.com	
	-	
	www.phillipemeagwali.co	Use of HTTP
	m	and HTML
	-www.jambonline.org	should be
	(vii)Difference between	mentioned
	e-mail and website	
	address features:	
	e.g.www.waeconline.org	
	and waec@yahoo.com	Visits to these
	(viii)Software for web	websites are
	development	essential
	-Frontpage	
	- etc	
(g) Cables and Connectors	(i)Types of Network Cables and	Identification
	Connectors	of different
	-Cables: Twisted pair,	Network
	coaxial, fibre optic,	Cables
	telephone	Connectors
	-Connectors: RJ45, RJ11, T-	should be
	connectors	treated
	(ii)Types of Computer Cables	
	and Connector	
	-Cables:Power cables	
	Data cables	
	– Printer	
	Cable,universal serial	
	bus(USB), monitor	
	cable, serial cable	
	-Connectors: Male and	
	female	

DEVELOPING PROBLEM-SOLVING		
SKILLS		
(a) Programming Language(PL)	(i) Programming Language: Definition, examples, levels and features: (ii)Levels and examples of programming language -Machine Language(ML), e.g.100011001 -Low Level Language(LLL), e.g. Assembly Language -High Level Language(HLL) e.g. BASIC,C++, FORTRAN, etc. (iii)Comparison of ML, LLL. HLL.	
	LLL, HLL.	
	(iv)Advantages and	
	disadvantages of ML,	
	LLL and HLL.	
(b)High Level	(i) Definition and	Other
Languages	examples	programming
	(ii)Classification of HLL	languages
	as	such as Java,
	-Scientific	Python, etc.
	-Gen-purpose	should be
	-Business	mentioned.
	-Al	
	-String processing	
	language(SPL)	
	(iii)Features of BASIC,	
	C, PASCAL,	
	COBOL –	

	Comparative study	
(c)Algorithm and	(i)Definition of :	
Flowchart	Algorithhm and	
	Flowchart	
	(ii)Functions of	
	Algorithm	
	(iii)Characteristics of	
	Algorithm:	
	-Finite	
	-Effective	
	-Unambiguous	
	(iv)Writing algorithm	
	for:	
	-Computing average	
	of a given	
	set of numbers	
	-Evaluation of	
	equation:	
	$y=a(b-c)^2/(d+2)$	
	-Computing out the	
	first ten odd	
	numbers, etc	
	(v)Flowchart symbols:	
	- I/O, Process,	
	decisions, etc	
	(vi)Use of each flowchart	
	symbol	
	(vii)Flowchart diagrams for	
	given programming	
	problem	
(d)PASIC Programming	(i)\\\hat BASIC agrany	
(d)BASIC Programming	(i)What BASIC acronym stands for	
	(ii)BASIC characteristics	

(iii)Types of data	Types of data
-variable	should be
-constant/literal	treated
-numeric	
-string/alphanumeric	
(iv)BASIC Statements	
INPUT	
PRINT, LPRINT	
LET	
END	
REM	
READ	
DATA	
(v)Arithmetic operators	
(-,+,*,/)	
(vi)Arithmetic	
Expressions	
(vii)Evaluation of	
Arithmetic	
expressions	
(viii)Simple BASIC	
Programs	Program to
	calculate
	-Area of
	triangle
	-Area of a
	rectangle
(ix)Running Simple	-Average of 3
Programs	numbers,etc
	The simple
	BASIC program
	developed
	should be
	executable on
	the computer.
(i)Built-in functions in	

DACIC	
BASIC	
-SQR(X)	
-INT(X)	
-SIN(X)	
-ABS(X)	
-RND(X)	
-COS(X)	
-TAN(X)	
-LOG(X)	
-EXP(X)	
(ii)BASIC Notation of	
$\frac{-b\pm\sqrt{b^2-4ac}}{a}$	
<sup>2a</sup> -(x-y)/(x+y)	
-(a+b) +c/sind	
-e <sup>x+y</sup> – sin(x+ny), etc	
(iii)BASIC program to	
-find the square root	
of numbers	
-find square root of S,	Numbers of
round up to an	iterations
integer -find the cosine of	should not
	exceed eight
known values	(8).
-find the tangent of	
given angles.	
-plot sine wave curve	
(iv)Additional BASIC	
Statements  DIM Statement	
-DIM Statement	
-FOR – NEXT	
statement	
-WHILE-END	
statement	
(v)Defining one-	
dimensional array ,	
using DIM statement.	
(vi)Operating on Array	

		1
	elements	
	-Input of array	
	-Output of array	
	-Arithmetic	
	operations on array	
	(vii)Write BASIC	
	program to :	
	-store a vector of 10	
	numbers	
	-calculate the mean	
	of 100 numeric	
	values	
	-calculate area of 10	
	different	
	rectangles	
	-Compute the sum of	
	the first 100 integers	
(f) Systems Development Cycle	(i)Definition of system	
	development cycle	
	(ii)Description of system	
	development cycle	
	(iii)Stages in system	
	development	
	Cycle	
	-Preliminary study	
	-Feasibility	
	-Investigate study	
	-Analysis	
	-Design	
	-Implementation	
	-Maintenance	
	-Study review	
	(iv)Description of each	
	stage of	
	system development	
	cycle	
	(v)Diagram of system	
	(v)Diagram oi system	

	development	
	cycle	
(e)Program	(i)Definition of program	Flow diagram
Development	(ii)Characteristics of a	on how a
Cycle	good	compiler and
,	Program	interpreter
	-Accuracy	works is
	-Readability	required
	-Maintainability	
	-Efficiency	
	-Generality	
	-Clarity	
	(iii)Precautions in	
	developing a	
	program	
	-Be stable, steady	
	and patient	
	-No step skipping	
	-Follow order of	
	execution	
	(iv)Steps involved in	
	program	
	development	
	-Problem definition	
	-Problem analysis	
	-Flow chatting	
	-Desk checking	
	-Program coding	
	-Program	
	compilation	
	-Program	
	testing/debugging	
	-Program	
	documentation	
	(v)Description of each of	
	stages in program	
	development	
	(vi)Examples of :	

-Interpreted	
program	
(BASIC)	
-Compiled program	
(COBOL,	
(COBOL, FORTRAN)	

# 1. LIST OF FACILITIES AND MAJOR EQUIPMENT/MATERIALS REQUIRED:

- (1) Computer set
- (2) Laptops
- (3) Scanners
- (4) Printers
- (5) Fax Machine
- (6) GSM Phone
- (7) Memory chips
- (8) Hard disks
- (9) Flash drives
- (10) Internet connectivity
- (11) DVD
- (12) Compact disks
- (13) Cables (power and data)
- (14) Word processing packages, database package, BASIC program and CorelDraw