

**061004T4ICT**

**ICT LEVEL 4**

**IT/OS/ICTA/CC/05/4/A**

**USE THE INTERNET**

**March/April 2025**



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION  
COUNCIL (TVET CDACC)**

**PRACTICAL ASSESSMENT**

**Time: 3 Hours**

**INSTRUCTIONS TO CANDIDATE:**

You are required to perform the following **TWO** tasks

**Task 1- Demonstrating knowledge and skills in using the internet**

- a) Create a folder named **Practical\_Internet** on the desktop to store all the work done in this paper.
- b) Locate the public IP address of the computer, screen capture it, and save it as **Public\_IP** in the **Practical Internet** folder.

- c) Open the Chrome browser and perform the following settings.
  - i Change the default search engine to DuckDuckGo.
  - ii Set the browser's search engine shortcut to open in a new tab.
- d) Set the font size to large.
- e) Apply a dark theme color to the chrome browser.
- f) Disable the first TWO Chrome extensions that are currently enabled.
- g) Set the download directory for the Chrome browser to the **Practical\_Internet** folder.
- h) Enable the bookmarks bar on the browser.
- i) Search for **Wildbeast** on Google, filter the search to show only images, download one image, and save it in the **Practical\_Internet** folder as **Wildbeast\_image**. (3 Marks)

## Task 2- Email communication

- a) Log into your email account (use any available email service such as Gmail, Yahoo, Outlook etc.
- b) Compose an email with the following details:
  - i Address it to your own email address.
  - ii Use **Proposal for a Maasai Mara Visit** as the subject.
  - iii Cc your own email address.
  - iv In the body of the email, type the following message:

*Dear Sir/Madam,*

*I am writing to propose an exciting educational trip to the Maasai Mara National Reserve.*

*The visit will offer participants the opportunity to:*

- *Witness the Great Wildebeest Migration*
- *Learn about the Maasai culture and heritage*
- *Experience breathtaking wildlife and scenery*

*Attached is an image for reference.*

*Yours sincerely,*

*[Your Name]*

- c) Attach the **Wildbeast\_image** from the **Practical\_Internet** folder to the email.
- d) Screen capture the email composition window, ensuring that the email is visible. Save the screenshot as **Email\_Composition** in the **Practical\_Internet** folder.

- e) Zip the **Practical\_Internet** folder (containing the screenshots and attachments) and attach it to the email.
- f) Send the email to yourself.
- g) Once you have received the email, capture a screenshot of the inbox showing the received email. Paste this screenshot into a **WordPad** document.
- h) Save the WordPad document as **Email\_Received** in the **Practical\_Internet** folder.

**You have been provided with the following resources for the practical tasks**

- A working computer installed with Chrome browser and with Internet access
- Word Pad Application

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