

PRE - TECHNICAL STUDIES

1. Computer, business studies, pre technical

2. - Provide unique career experiences exploration.

- Hand on stuff

- Provide life skill you will need farther down the road

- Provide practical experience that support the acquisition of skill 3. - Electrical hazards/Exposed or Naked electric wires can easily cause

electric shock

- Slip and Fall hazard/ A fall can be caused by wet floors, slippery stairs and scattered objects

- Falling objects poorly stored

- Sharp edged tools can easily cut or poke someone

- Working without protective gear

- Drug and chemicals hazards

- Hot substances

4. Computer - is an electronic device that convert data into information

Data refers to raw facts (numbers, symbols, images and letters) that have no meaning to the user

Information is processed data that is meaningful to the user 5. - Wearing protective clothing

- Being alert and paying attention to people near or around us.

- Using labels and signs to alert people of a potential hazard

- Keeping the working environment clean and organized

- Using right tools to perform right task

- Regularly inspecting the tools

6. (a) Phishing

(b) - She didn't log out from online account

- The password could be cracked easily

(c) - Use strong and unique password

- Change his password since it was compromised

- Log out from online account after using public internet to browse

7. - Multitasking - User's dependent

- Accuracy - Speed

8. General purpose computer.

9. (a) She carried fluids and food that can damage computer keyboards, motherboard and CPU.

- Food particles clog parts when they fall in while liquids may pour into electrical circuits and cause short circuits (b) Run in the computer room

(c) Don't enter a computer room or lab with fluids and food Don't run in the computer lab Maintain order while in computer room

10. It is a scam. He should be careful and shouldn't click the link

11 (a) Cyber bullying

(b) Seek help from a trusted adult or counselor

12. (a) Not to accept friend request from strangers Don't communicate with strangers online

(b) Some strangers are hackers who may access her online accounts and post malicious information or collect your personal information and use it to commit crimes such as fraud and even take over your account.

13. (a) viruses

(b) Install antivirus to scan detect and delete viruses

- Use strong and unique password for your online account. Never share it

- Back up data

- Implementing multiple or user access level.

14. Minicomputer

15. Save your work in case of power blackout