



SCHOOL OF PROFESSIONAL STUDIES

DIPLOMA IN THEOLOGY/ DIPLOMA IN AGRIBUSINESS/ DIPLOMA IN COMMUNITY DEVELOPMENT

UNIT CODE: GEN 103, UNIT NAME: COMPUTING

September – December 2018/2019 End Semester Exam - Time: 2 Hours

Instructions: Answer Question ONE (Compulsory) and any other TWO questions.

QUESTION ONE- COMPULSORY

- a) Outline four options for change case feature used in document creation. (4 marks)
- b) Explain **two** roles of RAM in computers. (2 marks)
- c) Dancan purchased a general-purpose computer for his business venture, outline five tasks that he could perform using his computer. (5 marks)
- d) Differentiate between footnotes and footer as used in word processing. (2 marks)
- e) Define the term mail merging. Differentiate between primary and secondary files as used in mail merging in word processing program. (6 marks)
- f) Classify the following hardware components of the computer system as input or output devices. Plotter, Light Pen, Speakers, Monitor, Microphone. (3 marks)
- g) Define the following terms as used in computing: (8 marks)
 - (i) Alignment
 - (ii) Computer system
 - (iii) Analog computer
 - (iv) Microcomputer

QUESTION TWO

- a) Outline the three milestones in computer evolution up to date (3 marks)
- b) Define the following terms as used in spreadsheets (2 marks)
- (i) Workbook
 - (ii) Worksheet
- c) The table below shows an extract of a worksheet on students' performance in an examination

	A	B	C	D	E	F	F
1	NAME	ENG	MATHS	SCIENCE	TOTAL	AVERAGE	GRADE
2	DANIEL	56	56	76			
3	ANN	65	45	61			
4	MARY	69	87	53			
5	CATE	56	50	71			

- d) Write function to calculate the following for annet: (2 marks)
- i. Total (2 marks)
 - ii. Average (4 marks)
 - iii. Grade (assuming that equal or above 50 pass below 50 fail) (2 marks)
- e) Outline two roles of input devices during computerized data processing

QUESTION THREE

- a) State any **four** common services provided by the internet. (4 marks)
- b) State **three** advantages and **two** disadvantages of the email. (5 marks)
- c) Explain the following **terms** as used in internet applications. (6 marks)
- a. Browser
 - b. Uniform resource locator
 - c. Email

QUESTION FOUR

- a) Describe **two** types of computers based on purpose. (3 marks)
- b) Cate wanted to create a presentation for his class. Quote an example of a program he would use to accomplish his task. (2 marks)

Differentiate between **borders** and **margins** as used in word processing programmes.

(4 marks)

d) State any three characteristics of computers.

(6 marks)

QUESTION FIVE

a) Describe Three characteristics of supercomputers

(6 marks)

b) Differentiate superscript and subscript citing examples.

(4 marks)

c) Differentiate between a slide and presentation.

(4 marks)

d) Give one application of a spreadsheet program in a school set up

(1 mark)