



MACHAKOS UNIVERSITY

University Examinations for 2019/2020

SCHOOL OF ENGINEERING AND TECHNOLOGY

DEPARTMENT OF COMPUTING AND INFORMATION TECHNOLOGY

FIRST YEAR THIRD SEMESTER EXAMINATION FOR

DIPLOMA IN SUPPLY AND CHAIN MANAGEMENT (TVET)

DIPLOMA IN SALES AND MARKETING (TVET)

DIPLOMA IN HUMAN RESOURCE MANAGEMENT (TVET)

DIPLOMA IN INFORMATION SCIENCE (TVET)

INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY

DATE: 18/12/2020

TIME: 8.30-11.30 AM

INSTRUCTIONS

1. You should have the following for this examination:-
 - Answer booklet
2. Answer five of the six questions in this question paper.
3. All the questions carry twenty marks

This paper consists of four printed pages

Candidates should check the question paper to ensure that all the pages are printed as indicated and that no questions are missing

QUESTION ONE

- a) Discuss two classifications of computer memory. (4 marks)
- b) The following table is an extract from Ms Excel program. Use it to answer the questions that follow.

	A	B	C	D	E	F	G
		TERM III, PERFORMANCE 2019					
2	NAMES	ENG	MUSIC	RELIGIOUS STUDIES	AGRI	TOTAL/Student	LOWEST
3	Netanyau	78	78	86	85		
4	Mandela	69	85	52	74		
5	Museveni	85	85	63	75		
6	Arafat	69	45	68	52		
7	Putni	85	47	57	23		
8	TOTAL/SUBJECT						
9	MEAN/ SUBJECT						
10	GRADE						

- i. Using cell references and possible functions write formulas that be used to calculate:
- I. total score per subject (2 marks)
- II. mean per subject (2 marks)
- ii. Identify any possible formatting features that may have been applied in the above spreadsheet extract. (4 marks)

Grading scale (Use this to answer question ii above)

Distinction	Credit	Pass
70-100	60-69	40-59

Table 1

Table 1, shows the criteria used to award a grade to a student. Use this criteria to compute the grade for each Netanyau (3 marks)

QUESTION TWO

- a) Outline *four* types of computer networks. (4 marks)
- b) Shauri Yako enterprises, is on a mission to acquire new software for their brand computers. Explain *four* factors that they must put into consideration when purchasing the programs. (8 marks)
- c) With the aid of well labeled diagrams, outline *three* types of computer network topologies. (3 marks)

QUESTION THREE

- a) Differentiate between *special purpose* and *general purpose* computers giving examples on their areas of application. (4 marks)
- b) With the aid of a diagram, illustrate the data processing life cycle. (3 marks)
- c) With the aid of examples in each case, describe each of the following terms as used in ICT. (8 marks)
 - i. Search engine
 - ii. Browser
 - iii. Internet
 - iv. Information security

QUESTION FOUR

- a) With the aid of a well labeled diagram, draw a block diagram of a digital computer system. (5 marks)
- b) Discuss the process of creating a folder called “KNEC EXAM” on the desktop. (3 marks)
- c) Outline the procedure for saving a word document on the folder created in Question four (c) above. (3 marks)
- d) Elaborate on the use of the following types of views in Ms Word. (4 marks)
 - i. Print layout view
 - ii. Web layout view

QUESTION FIVE

- a) Outline the procedure of creating tables in Ms Word program. (4 marks)
- b) Describe four types of formatting features found in the table below. (8 marks)

	<i>SEM III PERFORMANCE, 2020</i>			
<i>Name</i>	<i>Eng</i>	<i>Maths</i>	<i>Chem</i>	<i>Total</i>
Ken	12	45	78	135
Musau	45	52	96	135
Ben	45	23	24	270
Mathew	75	36	45	540
Totals	177	156	243	

- c) Outline three mouse techniques as used in computers. (3 marks)

QUESTION SIX

- a) Outline any four functions of an operating system (4 marks)
- b) Outline *three* parts of a computer keyboard. (3 marks)
- c) Outline two benefits of databases over traditional way of data storage. (2 marks)
- d) With the aid of examples, explain each the following types of cell references as used in spreadsheets.
- i. Mixed cell referencing (2 marks)
 - ii. Relative referencing (2 marks)
 - iii. Absolute cell referencing (2 marks)