



MACHAKOS UNIVERSITY

University Examinations 2019

SCHOOL OF ENGINEERING AND TECHNOLOGY

DEPARTMENT OF COMPUTING AND INFORMATION TECHNOLOGY

END OF SEMESTER EXAMINATION FOR:

Craft Certificate in Electrical and Electronics Engineering

UNIT: INTRODUCTION TO ICT

SEMESTER: January - April 2019

DATE:

TIME: 2 hours

INSTRUCTIONS

*Answer Question One (30 marks) Compulsory and any other two questions from section B
Remember that you MUST write your admission number on the examinations booklet.*

Section A:

QUESTION ONE

- a) Define the following terms as used in computing.
 - i. User friendly (2 marks)
 - ii. Application software (2 marks)
- b) Differentiate between *data* and *information* as used in computers. (4 marks)
- c) Outline the use of the following shortcut keys as used in Microsoft Word.
 - i. Ctrl + E (2 marks)
 - ii. Ctrl + L (2 marks)
- d) Outline four components required for network connectivity. (4 marks)
- e) Outline four possible impacts of the internet in the society today. (4 marks)
- f) Explain four types of application packages that can be installed in a microcomputer giving examples where possible. (10 marks)

QUESTION TWO

- a) Explain *four* types of data processing modes as used in ICT. (8 marks)
- b) Outline one procedure for inserting a new slide in Ms PowerPoint. (2 marks)
- c) Outline four computer output devices. (4 marks)
- d) Explain three factors that one can consider when selecting an Internet Service Provider. (6 marks)

QUESTION THREE

- a) Outline one procedure of creating tables in MS word. (4 marks)
- b) Edna; Procurement Officer with Express Communications Co. Ltd wants to purchase printers for their new branch in Makindu. Outline four factors he should consider when purchasing these equipment. (4 marks)
- c) Explain each of the following terms as used in computer applications.
 - i. Data processing (2 marks)
 - ii. Bandwidth (2 marks)
 - iii. Functions (2 marks)
 - iv. Social media (2 marks)
 - v. Line spacing (2 marks)
- d) Explain *cybercrime* feature in computer applications. (2 marks)

QUESTION FOUR

- a) Table 1 is an extract from a spreadsheet program. Using it to answer the questions that follow.

	A	B	C	D	E
1	Item Code	Particulars	Quantity	Unit Price	Amount
2	BK1	Capacitors	8	80	
3	BK2	Diodes	6	40	
4	PL1	Ethernet cables	7	70	
5	SR4	Digital bulbs (250 watts)	20	450	
	Grand Total				

Write a formula that can be used to compute the

- i. Amount for the item BK1 (2 marks)
- ii. Grand total (2 marks)

b) Mwangaza data handlers have noted with concern that their systems are under constant threat of attack.

i. Explain three threats to information security. (6 marks)

ii. Explain five system controls that an organization may apply on its computing use.

(10 marks)

QUESTION FIVE

a) Explain **four** formatting features that can be applied on a MS-Word document. (8 marks)

b) Differentiate between *Delete* and *Backspace* keyboard keys as used in computer applications. (4 marks)

c) Explain the following types as used in ICT.

i. Registers (2 marks)

iii. Apps (2 marks)

ii. Social media (2 marks)

iv. Digital marketing (2 marks)