



MACHAKOS UNIVERSITY

University Examinations for 2020/2021 Academic Year

SCHOOL OF ENGINEERING AND TECHNOLOGY

DEPARTMENT OF COMPUTING AND INFORMATION TECHNOLOGY

FIRST YEAR FIRST TERM EXAMINATION FOR

DIPLOMA IN FOOD AND BEVERAGE

AUTOMOTIVE ENGINEERING

INFORMATION COMMUNICATION TECHNOLOGY

DATE: 11/6/2021

TIME: 8.30-11.30 AM

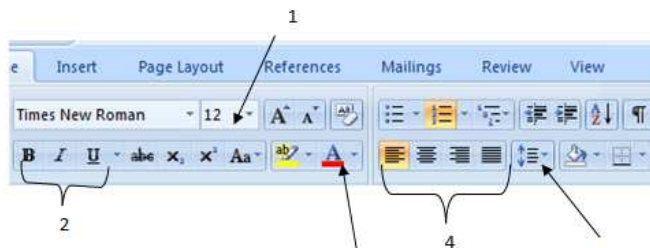
INSTRUCTIONS

Answer any FIVE Questions

Don't write on this question paper

QUESTION ONE

- a) Define the term “*Information Communication Technology*” as used in today’s life. (2 marks)
- b) Juma who is a student in Machakos University intends to buy a laptop and has approached you for advice. Explain to him **four** factors that will determine the cost of the laptop. (6 marks)
- c) Describe the function of the following word processing tools (10 marks)



- d) Assuming a Windows 7 environment, describe the following area of a computer desktop. (2 marks)



QUESTION TWO

- a) Briefly explain the **four** types of alignments used in MS-Word (8 marks)
- b) Machakos University has automated most of its operations. Describe **two** areas where this happened and clearly indicate the benefits derived from this move. (4 marks)
- c) Describe any four configurations that can be done through control panel dialog box. (8 marks)

QUESTION THREE

- a) Describe the **two** types of computer main memory. (4 marks)
- b) Differentiate between numbers and Bullets as used in Ms Word (4 marks)
- c) Explain the meaning of the following terms as used in computing
 - i. Window
 - ii. Icon
 - iii. Computer desktop (6 marks)
- d) Explain **three** reasons why a mobile phone is regarded as a computer (6 marks)

QUESTION FOUR

- a) Outline how to carry out the following operations:
 - i. Create a folder on the desktop;
 - ii. Change the windows background appearance. (4 marks)
- b) Explain the meaning of the following word processing terms
 - i. Font size
 - ii. Font colour
 - iii. Font style (6 marks)
- c) State any **two** types of lines spacing styles as uised in word processing (2 marks)
- d) Explain the **four** types of computers classified according to size and processing power (8 marks)

QUESTION FIVE

- a) Describe the term *data processing* as used in ICT (2 marks)
- b) Explain any **two** configuration specification to consider when acquiring a computer system. (4 marks)
- c) Describe the following types of computers
 - i. Digital computers

- ii. Dedicated computers
- iii. Special computers (6 marks)
- d) Differentiate between the following pair of terms in reference to word processing:
 - i. Save and Save As;
 - ii. Undo and Redo;
 - iii. Superscript and Subscript;
 - iv. Landscape and Portrait Orientation. (8 marks)

QUESTION SIX

- a) Define the following terms as used in Windows 7 environment.
 - i. Clipboard
 - ii. program
 - iii. screen saver (6 marks)
- a) With the aid of a diagram, describe the information processing cycle (6 marks)
- b) Classify the following devices as either input or output

Plotter, Scanner, Digital camera, Barcode reader, Monitor, Speaker, Microphone, Keyboard, Printer, Joystick (5 marks)
- c) Outline three limitations of the microphone as an input device. (3 marks)

QUESTION SEVEN

- a) Indicate the keyboard shortcut keys used to perform the following operations in a windows environment.
 - i. Copy
 - ii. Paste
 - iii. Cut
 - iv. Select All (4 marks)
- b) Computers have evolved through a number of generations. **List** any **six** characteristics of the fourth generation computers (6 marks)
- c) Leo intends to upgrade his computer. Discuss **four** examples of such upgrades. (8 marks)
- d) Outline **two** limitations of automation. (2 marks)

QUESTION EIGHT

- a) The hard disk is the most popular backup device. Analyze **three** reasons why this is so. (6 marks)
- b) Explain **four** reasons why a computer is considered as a powerful tool. (8 marks)
- c) Describe any two mouse techniques and indicate how they interact with icons in a GUI. (6 marks)