



MACHAKOS UNIVERSITY

University Examinations 2018/2019

SCHOOL OF ENGINEERING AND TECHNOLOGY

DEPARTMENT OF COMPUTING AND INFORMATION TECHNOLOGY

FIRST YEAR SECOND SEMESTER EXAMINATION FOR

CERTIFICATE IN ELECTRICAL AND ELECTRONICS ENGINEERING

INTRODUCTION TO ICT

DATE: 7/5/2019

TIME: 11:00 – 1:00 PM

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 (COMPULSORY) (30 MARKS)

- 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 (20 MARKS)

- 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 (20 MARKS)

- 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 (20 MARKS)

- 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				

- i. Write a formula that can be used to compute the
 - a) Amount for the item BK1 (2 marks)
 - b) 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 (20 MARKS)

- 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)
 - ii. Social media (2 marks)
 - iii. Apps (2 marks)
 - iv. Digital marketing (2 marks)