



GARISSA UNIVERSITY COLLEGE

(A Constituent College of Moi University)

UNIVERSITY EXAMINATION 2016/2017 ACADEMIC YEAR ONE SECOND SEMESTER EXAMINATION

SUPPLEMENTARY/SPECIAL EXAM

SCHOOL OF EDUCATION, ARTS AND SOCIAL SCIENCES

FOR THE DEGREE OF BACHELOR OF EDUCATION (ARTS)

COURSE CODE: TED 102

COURSE TITLE: INTRODUCTION TO COMPUTERS

EXAMINATION DURATION: 3 HOURS

DATE: 25/09/17

TIME: 2 .00-5.00 PM

INSTRUCTION TO CANDIDATES

- The examination has SIX (6) questions
- Question ONE (1) is COMPULSORY
- Choose any other THREE (3) questions from the remaining FIVE (5) questions
- Use sketch diagrams to illustrate your answer whenever necessary
- Do not carry mobile phones or any other written materials in examination room
- Do not write on this paper

This paper consists of THREE (3) printed pages

please turn over



QUESTION ONE (COMPULSORY)

- (a) Differentiate the following terms **[8 marks]**
- i. Hardware and software
 - ii. Indentation and alignment
 - iii. Landscape and portrait
 - iv. Soft copy output and hardcopy output
- (b) Laptop computers are currently the mostly commonly used type of computers
- i. Explain four typical features of a laptop computers **[4 marks]**
 - ii. Explain Five components that makes it effective in data processing **[4 marks]**
- (c) Explain four advantages of electronic data processing over manual system of data processing **[4 marks]**
- (d) Explain five types of keys found on a standard computer key board **[5 marks]**

QUESTION TWO

- (a) Wote cooperative society intends to purchase a computer system to assist in their day-to-day activities of the organization. As a computer professional advise them on
- i. Factors they need to consider while purchasing a computer system **[5 marks]**
 - ii. benefits the cooperative will accrue as a result of computerization **[5 marks]**
- (b) Operating system is regarded as the heart of a computer system. Define the term operating system and Explain five functions of an operating system **[5 marks]**

QUESTION THREE

- (a) Maji enterprises intend to set up a database to store its customer's records.
- i. Define the term database and explain six benefits of databases over conventional files **[8 marks]**
 - ii. As an IT Expert advise the enterprise on the steps to follow while designing the database if the company DBMS is Ms Access **[6 marks]**
- (b) Jane is a secretary at Garissa University. She wants to design a certificate using word processor program. Explain to her the steps to undertake and the inbuilt features available in word processor at her disposal. **[6 marks]**



QUESTION FOUR

- (a) KK schools analysis their marks manually. They have been advised to install spreadsheet program that is effective and efficient in marks analysis. Explain five advantages of spreadsheet over manual system of data analysis [5 marks]
- (b) ICT if harness in business can bring the business to productivity or decline the business productivity
- Explain four ways which ICT can bring the business to productivity [5 marks]
 - Explain three ways through which ICT can Result to decline of business productivity [5 marks]

QUESTION FIVE

- (a) Information Communication Technology has changed the people's way of live. Explain this phenomenon in regard to [6 marks]
- Communication
 - Learning
 - Entertainment
- (b) Perform the following
- Convert 527_{10} to its equivalent binary system [3 marks]
 - Subtract 12_{10} from 27_{10} using Two's compliment [3 marks]
 - Add 512_{10} to 467_{10} using binary and convert the result into hexadecimal [3 marks]

QUESTION SIX

- (a) Security is paramount to data stored in the computer system. Identify five threats to data stored in the system and elaborate on the mechanisms to be used to protect the stored data against these threats. [10 marks]
- (b) Give five difference between impact printers and non impact printers [5 marks]

