

**KENYA METHODIST UNIVERSITY
FIRST TRIMESTER EXAMINATIONS, APRIL 2009**

**FACULTY : ARTS AND SCIENCES
DEPARTMENT : COMPUTER INFORMATION SYSTEMS
COURSE CODE : CISY 101
COURSE TITLE : INTRODUCTION TO COMPUTER SYSTEMS
TIME : 2 HOURS**

Instructions:

Answer ALL questions in Section A and any other TWO questions in Section B.

Section A (30 Marks)

- i. Define the following terms:
 - a. System
 - b. LAN
 - c. Worm (3 Marks)
- ii. Describe any four classifications of computers. (8 Marks)
- iii. Give the command name and syntax (/format) in Ms DOS of commands that performs the following tasks:
 - a. Changes the look of the prompt
 - b. View the contents of a directory
 - c. Change from parent directory to child directory
 - d. Create a file (8 Marks)
- iv. Give two differences between Ms DOS and Ms Windows. (2 Marks)
- v. Describe any three accessories provided in Ms Windows. (3 Marks)
- vi. Outline how you would perform the following in Ms Word:
 - a. Protect a document with a password
 - b. Insert a non-English word into the dictionary (6 Marks)

Section B (30 Marks)

Question Two (15 Marks)

- i. Describe the three relationships Ms Access supports. (6 Marks)
- ii. Describe any three security issues an organization has to deal with. (6 Marks)
- iii. Describe any three types of printers. (3 Marks)

Question Three (15 Marks)

- i. Outline how you would perform the following in Ms Excel:
 - a. Delete two non contiguous columns
 - b. Copy a formula from one cell to a range of consecutive cells
 - c. Insert a formula whose cell reference is absolute (9 Marks)
- ii. Describe three functions of an operating system. (6 Marks)

Question Four (15 Marks)

- i. Describe any four objects used in Ms Access. (8 Marks)
- ii. Outline how you insert a query in Ms Access. (2 Marks)
- iii. With the help of a diagram, describe the components of the computer architecture. (5 Marks)