**NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ADM/NO\_\_\_\_\_\_\_\_\_\_\_**

**DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ FORM\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**COMPUTER STUDIES**

**TERM TWO 2017**

**FORM 3**

**TIME: 2 HOURS**

**HOLA SECONDARY SCHOOL**

**MID TERM EXAMINATIONS**

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**INSTRUCTIONS: ANSWER THE QUESTIONS THAT FOLLOW.**

1a) Identify and explain any 3 areas where computers are used to process data. (6mks)

b) List any four examples of optical storage devices. (4mks)

c) State two types/terms of computer output. (2mks)

d) List any four examples of output devices in a computer. (4mks)

2a) List 3 resources of components that an operating system manages. (3mks)

b) Name the two latest operating systems from Microsoft Corporation. (2mks)

c) List three common examples of word process ing software widely used in the market today. (3mks)

3a) Five any five document formatting features of a word processor. (5mks)

b) State five features of a spreadsheet that are useful in financial modeling. (5mks)

c) Differentiate between row and a column. (2mks)

2a) Explain three types of database models. (6mks)

b) State four objects used in databases. (4mks)

c) State three types of relationships that can be used to link tables in databases. (3mks)

5a) Give any three examples of desktop publishing software in the market today. (3mks)

b) Identify four different types of publications that can be produced using desktop publishing software. (4mks)

c) Mention three examples of e-mail software. (3mks)

d) Explain the meaning of each of the following with reference to computer crimes. (5mks)

i) cracking

ii) Hacking

iii) Tapping

iv) piracy

v) Fraud

6a) State 3 ways through which computer viruses may be controlled. (3mks)

b) State 3 advantages of electronic mails over regular mails. (3mks)