



**MASENO UNIVERSITY**  
**UNIVERSITY EXAMINATIONS 2013/2014**

**FIRST YEAR FIRST SEMESTER EXAMINATIONS FOR THE  
DEGREE OF BACHELOR OF SCIENCE AND BACHELOR OF  
ARTS WITH INFORMATION TECHNOLOGY  
(MAIN CAMPUS - SUPPLEMENTARY)**

**SCS 101: INTRODUCTION TO COMPUTERS**

*Date: 18<sup>th</sup> November, 2013*

*Time: 11.00 a.m. - 1.00 p.m.*

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**INSTRUCTIONS:**

- **Attempt Question ONE (COMPULSORY).**
- **Choose any other TWO questions.**
- **Start a new question on a new page.**

**Question One (Compulsory, 30 Marks)**

- (a) Define the following terms (6 marks)
- i. Computer
  - ii. Hardware
  - iii. Software
- (b) Define the term operating systems (2 marks)
- (c) State two types of application packages giving an example for each (4 marks)
- (d) State six characteristics of a computer (6 marks)
- (e) With the help of a diagram, state and explain the function components of the computer hardware system. (12 marks)

**Question Two (20 marks)**

- (a) State the advantages of using MICR on cheques by the banking industry (8 marks)
- (b) State and explain the functions of different register types of the control unit (12 marks)

**Question Three (20 marks)**

- (a) State different classes of output devices giving an example of each. (4 marks)
- (b) State the merits of a LaserJet over a daisy wheel printer (6 marks)
- (c) Briefly describe the main functions of an operating system. (10 marks)

**Question Four (20 marks)**

- (a) Outline the steps required to rename a file in windows XP. (4 marks)
- (b) Starting from the desktop, list steps required to make a replica of a file named file1.doc located in the root directory of drive C: to your flash disk labelled drive F: (6 marks)
- (c) state five different generations of computers stating the technological invention for each (10 marks)

**Question Five (20 marks)**

- (a) Fully aware that you are currently pursuing a B.A Economics (with IT) course at Maseno University, your branch manager approaches you for advice whether to purchase an application package (Ms Excel) or call programmers to develop an in-house application to handle operations in the accounts department.
- (i). Give reasons as to why would you advice the company to acquire the application package rather than develop an in-house application? (4 marks)
- (ii). State four editing features of Ms Word 2003 (4 marks)
- (b) Label different bars and components of the Ms Word 2003 screen shot below (12 marks)

