



MERU UNIVERSITY OF SCIENCE AND TECHNOLOGY

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University Examinations 2014/2015

FIRST YEAR, FIRST SEMESTER EXAMINATION FOR THE DEGREE OF BACHELOR OF
COMPUTER TECHNOLOGY

AND

FIRST YEAR, FIRST SEMESTER EXAMINATION FOR THE DEGREE OF BACHELOR OF
PURCHASING AND SUPPLIES MANAGEMENT

AND

FIRST YEAR, FIRST SEMESTER EXAMINATION FOR THE DEGREE OF BACHELOR OF
SCIENCE IN ECONOMICS

CIA 3111: COMPUTER APPLICATIONS

DATE: DECEMBER 2014

TIME: 2 HOURS

INSTRUCTIONS: *Answer question **one** and any other **two** questions*

QUESTION ONE (20 MARKS)

- a) (i) From the definition of a computer, who is referred to as the father of the first computing device? (2 marks)
- (ii) Differentiate between the following terms:
- Data and Information (4 marks)
 - Supercomputers and microcomputers (4 marks)
- b) (i) Using a well labelled diagram, show and explain the flow of data, instructions and information in a computer system (10 marks)

- (ii) What is the difference between copying and moving text using word processor? (4 marks)
- c) Convert (i) 23_{10} to binary (2 marks)
 - (ii) 999_{10} to binary (2 marks)
- d) What are data types as used in database spreadsheet applications? (2 marks)

QUESTION TWO (20 MARKS)

- a) Distinguish the following terms:
 - (i) Database and database management system (4 marks)
 - (ii) Record and file (4 marks)
- b) Office-based information system requires equipment for: data entry, data processing, information storage and information output. For each of the above uses, name an example of hardware used to provide them (4 marks)
- c) Identify four examples of database application programs (4 marks)
- d) When creating fields in database, you have to define the data types. Give the data types definition in the table below: (4 marks)

<u>Field name</u>	<u>Data type</u>
StudentName
Address
Date
Fees

QUESTION THREE (20 MARKS)

- a) Define the following terms:
 - (i) Cell (2 marks)
 - (ii) Worksheet (2 marks)
 - (iii) Formula (2 marks)

b) Explain four functions of spreadsheets

(4 marks)

c) Milliam captured the results of his students as shown in the table. Use the table below to answer the questions that follows.

	A	B	C	D	E	F
1	Students name	Subject				
2		Maths	English	Biology	Total	Average
3	Maina Adon	67	74	71		
4	Ana Wangui	58	65	56		
5	Tomas Wafula	50	55	58		
6	Ana Kawira	60	62	64		
7	Martin Yusufu	85	82	81		

Enter the formula for computing the:

(i) Total marks for each student

(2 marks)

(ii) Average for each student

(2 marks)

(iii) Highest marks for each subject

(2 marks)

(iv) Outline the procedure that you would use to copy data from an existing spreadsheet to a new worksheet

(4 marks)

QUESTION FOUR (20 MARKS)

Use the Ms Word window (2003), to answer the questions below:

GRAPH

- a) Label the parts 'P' to 'W' (8 marks)
- b) Give the function of the parts labelled; P,Q, U and W (4 marks)
- c) Differentiate between disk formatting and text formatting (4 marks)
- d) Explain two methods of loading a word processor (4 marks)

QUESTION FIVE (20 MARKS)

- a) What is the importance of point of sale terminal (POST) to customers? (6 marks)
- b) Software can be classified into two major categories. State and explain these categories (4 marks)
- c) The operating system primarily provides services for running applications on a computer system. Briefly describe four functions it performs (4 marks)
- d) (i) Describe any two functions of a keyboard (4 marks)
(ii) Explain the shortcut procedure of restarting a computer (2 marks)

