**IMMACULATE CONCEPTION BOYS MUKUYU**

**EXAM 1 TERM 1 2018**

**FORM 3**

**COMPUTER STUDIES**

**NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ADM. No.\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TIME 2HRS**

**INSTRUCTIONS: ANSWER ALL QUESTIONS**

1. a) Define the following terms (3mks)

i) Utility software

ii) Networking software

iii) In house developed software

b) Describe the use of the following buses. (3mks)

1. Data bus
2. Address bus
3. Control bus

2. Draw an illustration of:

a) Parallel cable (1mk)

b) USB port (1mk)

3. State three examples of flat-panel monitors available in market today. (3mks)

4. Give the acronym of the following (1mk)

i) FTP

ii) VGA

5. i)Define the term Operating system (2mks)

ii) List two factors to consider when choosing an operating system (2mks)

6. a) Define the following terms as used in disk management using windows (3mks)

i) Disk defragmentation

ii) Disk partitioning

iii) Disk formatting

b) Explain two reasons for disk partitioning (2mks)

c) Explain one reason for disk defragmentation (1mk)

7. a) Headache, back and neck pain may result from use of computers. Explain **two** way in which back and neck pain can be minimized. (2mks)

(b) State how computer have been made more users friendly for persons that are:

1. Blind (1mk)
2. Without hands (1mk)

8. What is word processing? (2mks)

9. i. Differentiate between Save and Save As commands (4mks)

1. What is the keyboard shortcut for ***Italizing*** in MS-WORD (1mk)
2. What is disk formatting? (2mks)
3. State the function of I/O (input/output devices) (1mk)
4. For each of the following, give **one** reason why they are not allowed in a computer laboratory (2mks)
	* 1. Dust
		2. Food and beverages
5. What is the thesaurus? (2mks)

* 1. List **six** paragraph formatting activities in word processing. (3mks)
	2. Differentiate between bolding and highlighting text. (2mks)
	3. List any **two** components of spreadsheets (2mks)
	4. The following information shows the income and expenditure for “Travelers Choice Matatu” for five days. The income for Monday to Friday was Ksh. 4,000, 9,000, 10,000 15,000 and 12,000 respectively while the expenditure for the same period was Ksh. 2,000, 3,000, 7,000, 5,000 and 6,000 respectively.
		+ 1. Draw a spreadsheet that would contain the information. Indicate the rows as 1, 2, 3… and columns as A, B, C… (4mks)

ii. State the expression that would be used to obtain:

 -Monday’s profit (2mks)

 -Total income (2mks)

 -Highest expenditure (2mks)

* 1. List and explain any four data types used in databases. (4marks)
	2. Explain the use of the following field properties (3marks)
		1. Default value
		2. Validation rule
		3. Validation text
	3. What is a wild card? (1mark)