

JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY

UNIVERSITY EXAMINATIONS 2012/2013

SCS 2111: INTRODUCTION TO COMPUTER APPLICATIONS

DIPLOMA IN COMMUNITY HEALTH AND DEVELOPMENT

DATE:

TIME: 2 HOURS

INSTRUCTIONS: ANSWER QUESTION ONE AND ANY OTHER QUESTION

QUESTION ONE

1. Power Point is an office module used to do what? (2 marks)
2. What is the use of the cut & paste option in word (2 marks)
3. State the steps that you follow to begin a new word document for the first time (2 marks)
4. Distinguish between the title bar and the tool box? (2 marks)
5. What is an active cell? (2 marks)
6. What formula function would be used in excel for the following: if a child is 12 years and below meal discount is 15 % (2 marks)
7. How do you insert a new slide in power point? (2 marks)
8. Describe Microsoft publisher? (2 marks)
9. List the steps used to put a border around the picture frame (2 marks)
10. How is data represented in a computer (2 marks)
11. Write a note on the history of internet and discuss five advantages of the internet (10 marks)
12. List the steps that are used to create a database in access called students and a table called community health and development. Insert the following fields; name, regno, age, tel, address, fees, date of joining. Query the database on the following:
The names of students that begin with letter m
The students whose fees is more than 50000
The students whose age is below 20 years (10 marks)

QUESTION TWO

13. Discuss the functions of the operating system (10 marks)
14. What is memory? Discuss computer memory in detail (10 marks)

QUESTION THREE

15. Distinguish between application software and system software giving examples of each (2 marks)
16. Distinguish between hardware and software giving examples of each (2 marks)
17. State and describe two functions of the CPU (2 marks)
18. Discuss the impact of computers on people and the society (2 marks)
19. How many bits are in a kilobyte (2 marks)
20. Discuss the uses of computers at home (10 marks)