JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY

SCHOOL OF INFORMATICS AND INNOVATIVE SYSTEMS

UNIVERSITY EXAMINATION FOR DEGREE OF BACHELOR OF BUSINESS

ADMINISTRATION WITH IT, BED, INTERNATIONAL

1ST YEAR 2ND SEMESTER 2018/2019 ACADEMIC YEAR

KISUMU ,NAIROBI AND NAMBALE CAMPUS

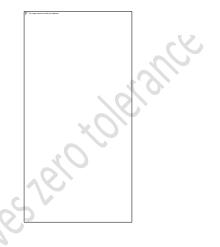|				
COURSE CODE	**:**	**SCS 112**		
COURSE TITLE	**:**	**DESKTOP PUBLISHING**		
EXAM VENUE	**:**	**COMMON ROOM**	**STREAM:**	**(BED , BBA)**
DATE	**:**	**12/08/19**	**EXAM SESSION: 2.00 – 4.00pm**	
TIME	**:**	**2.00 HOURS**		

Instructions:

1. **Answer Question one (Compulsory) and any TWO questions**
2. **Candidates are advised not to write on the question paper.**
3. **Candidates must hand in their answer booklets to the invigilator while in the examination room.**

QUESTION ONE   (20 MARKS)

a) Discuss five uses of Desktop publishing   (5marks)

b) What is the purpose of a design in desktop publishing?   (2 marks)
c) List THREE things to avoid when designing.   (3 marks)
d) Define the following terms as used in DTP:

   i) Desktop Publishing (DTP)   (2marks).

   ii) Page Layout   (2marks)

   iii) Graphics   (2marks)

   iv) Typography   (2marks)

   v) A template   (2marks)

e) Name and explain the functions performed by each of the following icons/tools (A-L) in

   Adobe PageMaker as shown in the diagram below.   (10marks)

QUESTION TWO   (20 MARKS)

   a) In order to do a project in desktop publishing, you need a computer and related software.

      Mention at least three types of software used in DTP projects.   (3 marks)

   b) Mention five areas where Adobe PageMaker can be used.   (5 marks)

   c) In DTP, one can pick a tool to help him carry out a particular task. What's its name?

                                                                                              (1 mark)

   d) Differentiate between the following three operational terms in PageMaker.

         i.   Click

         ii.   Double click

         iii.   Click and drag

                                                                                              (6 marks)

e) Differentiate between undo and revert command in PageMaker (4 marks)

f) What is a control palette? (1 mark)

QUESTION THREE 20 MARKS

a) List factors that affect quality imaging. (5 marks)

b) What do you understand by the term Orientation as used in desktop publishing (4 marks)

c) Write down the steps involved in saving all open publications. (5 Marks)

d) List documents you can create using Desktop Publishing Software (6 Marks)

QUESTION FOUR 20 MARKS

a) The digital image to be used in a poster needs to be cropped. What is actually being done to the image? (5 Marks)

b) State the basic software and hardware required for desktop publishing (6 marks)

c) List the uses of graphics in desktop publishing (4 Marks)

d) Describe **five** different features of a desktop publishing package (5 Marks)

QUESTION FIVE 20 MARKS

a) Discuss the difference between Save As and Save as used in publisher (4 Marks)

b) As a teacher/bank manager how will Desktop publishing skills you have gained be beneficial to you in your profession (7 Marks)

c) Explain five basic elements of design (5 Marks)

d) Differentiate between copying and moving graphics (4 Marks)