JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY

SCHOOL OF INFORMATICS AND INNOVATION SYSTEMS

UNIVERSITY EXAMINATION FOR THE DEGREE OF BACHELOR OF SCIENCE

COMPUTER SECURITY

1ST YEAR 1ST SEMESTER 2013/2014 ACADEMIC YEAR

KENDU LEARNING CENTRE

COURSE CODE: SCS 112

COURSE TITLE: DESK TOP PUBLISHING

EXAM VENUE: **STREAM: (BSc. Computer Security)**

DATE: ../04/14   **EXAM SESSION: 9.00 – 11.00 AM**

TIME: 2.00 HOURS

Instructions:

1 **Answer ALL questions in Section A (Compulsory) and ANY other 2 questions in Section B.**

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.**

SECTION A: Compulsory.

QUESTION ONE (30 MARKS)

a) What is Desktop Publishing? (2 Marks)

b) State and briefly explain the difference between Graphic Design and Desktop Publishing. (8 Marks)

c) Define the following terminologies. (3 Marks)
   i. Click,
   ii. double click, and
   iii. Click and Drag.

d) Briefly explain how you can open an existing file in Adobe PageMaker (4 Marks)

e) (i). What do you understand by the term **Orientation** as used in the Document Set-Up Dialog box of PageMaker? (4 Marks)

   (ii) Write down the steps involved in saving **all** open publications. (3 Marks)

f) State and explain briefly, three ways you can use to place a graphic in your document. (6 Marks)

SECTION B: Answer Any Two Questions.

QUESTION TWO (20 MARKS)

a) State any *five* areas or activities where PageMaker can be used. (5Marks)

b) Explain how the following activities can be implemented;
   i. Putting bullets and numbering in your text (6 Marks)
   ii. Cropping or trimming graphics (5 Marks)

c) Style palette can be used to accomplish certain activities in PageMaker. Outline *any four* of such activities that you can do using Style Palette. (4 Marks)

QUESTION THREE (20 MARKS)

a) PageMaker's spell checker can identify error in your publication. State and explain any three errors that the spell checker can help in correcting. (6 Marks)

a) Define the following terms;
    i). Crop a picture   (3 Marks)
    ii). Text wrap   (3 Marks)

b) PageMaker can be useful in any institution, citing relevant examples where necessary, explain how PageMaker can be applied in an Institution of higher learning? (8 Marks)

QUESTION FOUR (20 MARKS)

a) Briefly describe any two ways that an individual can use in selecting text in PageMaker? (6 Marks)

b) Briefly explain the functions of the following tools in a PageMaker Toolbox;
    i.   Zoom tool, (8 Marks)
    ii.   The hand tool,
    iii.   Cropping tool, and
    iv.   The oval/ellipse tool.

c) Outline the steps involved in adding and deleting pages in PageMaker?
(6 Marks)

QUESTION FIVE (20 MARKS)

a) State any three types of Desktop Publishing software in the market today?
(3 Marks)

b) Enumerate the steps involved when you want to develop a well organized publication in Desktop Publishing? (12 Marks)

c) Does an individual need Graphic Design Training to do Desktop Publishing?
(5 Marks)