



**JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY  
SCHOOL OF HEALTH SCIENCES**

**UNIVERSITY EXAMINATION FOR CERTIFICATE IN COMMUNITY HEALTH AND  
DEVELOPMENT**

**1<sup>st</sup> YEAR 2<sup>nd</sup> SEMESTER 2015/2016 ACADEMIC YEAR**

**KISII CAMPUS**

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**COURSE CODE: SCS1111**

**COURSE TITLE: INTRODUCTION TO BASIC COMPUTER APPLICATIONS**

**EXAM VENUE: STREAM: (Cert. Comm Hlth & Dev)**

**DATE: EXAM SESSION:**

**TIME: 1.5 HOURS**

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**Instructions:**

- 1. Answer all questions in section A 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**  
**QUESTION ONE**

- a) Definition the following terms (3mks)
  - i. Computer
  - ii. Data
  - iii. System
- b) Outline safe ways of storing data and information in a computer system (2mks)
- c) What are the Threats and hazards to data (2mks)
- d) Differentiate between data processing and data security (2mks)
- e) Outline the functions of the following Computer applications softwares (2mks)
  - i. Word processing
  - ii. Spread sheets (Excel)
- f) Outline three disadvantages of internet (3mks)
- g) Differentiate between data processing and data security (2mks)
- h) Outline computer Classifications in different categories (3mks)
- i) Explain the difference between system software and application software (2mks)
- j) Give the role of computers in society today (3mks)
- k) Outline computer hardware selection criteria (3mks)
- l) Define spreadsheet giving the areas where spreadsheets are used (3mks)

**SECTION B**

**QUESTION TWO**

- a) Define the following (3mks)
  - i. presentation
  - ii. slides
  - iii. Formatting
- b) Discuss the functions of various computer softwares (5mks)
- c) Differentiate between Data processing and Data Security (2mks)
- d) List the steps of saving a new Microsoft word document (3mks)
- e) Describe the services offered by the internet (2mks)

**QUESTION THREE**

- a) Differentiate between a Threat and Hazard (2mks)
- b) Outline the role of ICT in the society today (3mks)
- c) Differentiate between system software and application software (4mks)
- d) How are computer viruses spread (3mks)
- e) Give the symptoms of computer infected by virus (3mks)

#### **QUESTION FOUR**

- a) Define data processing (1mk)
- b) Describe the objects found in MS Access 2010 database (3mks)
- c) Discuss the modes of data processing (5mks)
- d) Functions of operating systems (3mks)
- e) Discuss the data processing cycle (3mks)

#### **QUESTION FIVE**

- a) Define a database (1mk)
- b) Give the modes of file access (3mks)
- c) Discuss the elements of data hierarchy (5mks)
- d) Threats and hazards to data (2mks)
- e) What does file management deal with (3mks)
- f) What is data security (1mk)