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**KIRIRI WOMENS' UNIVERSITY OF SCIENCE AND TECHNOLOGY**  
**UNIVERSITY EXAMINATION, 2022/2023 ACADEMIC YEAR**  
**FIRST YEAR, FIRST SEMESTER, END OF SEMESTER EXAM**  
**FOR THE DIPLOMA IN INFORMATION TECHNOLOGY**  
**DIT 1001- COMPUTER APPLICATIONS I**

Date: 27<sup>TH</sup> JULY 2022  
Time: 2:30PM – 4:30PM

**INSTRUCTIONS TO CANDIDATES**

**ANSWER QUESTION ONE (COMPULSORY) AND ANY OTHER TWO QUESTIONS**

**QUESTION ONE (30 MARKS)**

- a) Distinguish between the following concepts: (6 Marks)
- i) System Software and Application Software.
  - ii) Hardware and Software.
  - iii) Analog Computer and digital computers.
- b) With the aid of a diagram explain the functional components of a computer (6 Marks)
- c) Outline Four principles features of spreadsheet software (4 Marks)
- d) Explain Three basic functions of an operating system (6 Marks)
- e) Explain Two characteristics of each of the following categories of computers: (4 Marks)
- i) Minicomputers
  - ii) Microcomputers.
- f) Catherine was working on a presentation created using a presentation program and wished to insert a slide between slides 3 and 4. Outline the steps she would follow to achieve her objective. (4 Marks)

**QUESTION TWO (20 MARKS)**

- a) Explain why a Tours company might choose special purpose software over a general-purpose package. (3 Marks)
- b) Explain Three challenges that an organization can face while using computers. (6 Marks)
- c) Describe the function of the following elements of the central processing unit: (6 Marks)
- i) The Control Unit;
  - ii) Registers;
  - iii) Execution Unit.
- d) Susan came across the following examples of softwares when revising for her computer applications exam. Classify them as either application or system software:  
Mozilla firefox, Windows Xp, Mac OS, Railways Reservation Software, Database Management system. (5 Marks)

**QUESTION THREE (20 MARKS)**

- a) Explain the circumstances under which the following are used in word processing: (6 Marks)
- i) Line spacing
  - ii) Character spacing
  - iii) Drop cap
- b) Faith, a computer technician, would like to prepare a report detailing quantities of equipment in the laboratory. Explain Two application programs that she could use to achieve her objective. (4 Marks)

- c) Kampuni Ltd has purchased computers for its business operations. Explain three precautions that could be taken when using the computers. (6 Marks)
- d) Outline Two measures that could be used to control hacking on computers by an organization. (4 Marks)

#### **QUESTION FOUR (20 MARKS)**

- a) Define the term workbook as used in spreadsheet programs (2 Marks)
- b) Outline Two page formatting features used in word processing documents (4 Marks)
- c) Explain Four views for slides provided by PowerPoint in a presentation (8 Marks)
- d) Describe Three examples of utility software used in a computer system (6 Marks)

#### **QUESTION FIVE (20 MARKS)**

- a) Explain the function of the following features in a presentation application: (6 Marks)
- Zoom button
  - Zoom In and Zoom Out icons
  - Zoom Slider
  - Fit slide button
- b) Using suitable diagrams, outline Four paragraph alignments used in word documents. (6 Marks)
- c) Ann has bought a new laptop and intends to install an application software. Explain Two sources from which she can acquire the application. (4 Marks)
- d) Figure 1 below shows a worksheet extract of pupils' progress in three main subjects. Use it to answer the questions that follow;

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
<b>1</b>	<b>First Name</b>	<b>Second Name</b>	<b>Gender</b>	<b>English</b>	<b>Maths</b>	<b>Science</b>	<b>Average</b>
<b>2</b>							
<b>3</b>	Jammie	Ali	M	60	78	68	67
<b>3</b>	MacDonald	Ronny	M	55	83	65	66
<b>4</b>	Janemary	Sabina	F	87	85	73	82
<b>5</b>	Lillian	Ryle	F	60	75	66	67
<b>6</b>	Kings	Chris	M	86	60	85	77
<b>7</b>	James	Jean	M	45	65	60	57
<b>8</b>	Delphy	Jacobs	F	70	70	67	69
<b>9</b>	Kelly	Daniels	F	93	85	80	86

- i) Write the formula used in cell G4. (1 Mark)
- ii) If the data was sorted in column G in descending order, write down the name of the student who would be at the top of the list. (1 Mark)