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**KIRIRI WOMEN'S UNIVERSITY OF SCIENCE AND TECHNOLOGY**  
**UNIVERSITY EXAMINATION, 2023/2024 ACADEMIC YEAR**  
**FOURTH YEAR, FIRST SEMESTER EXAMINATION**  
**FOR THE BACHELOR OF BUSINESS INFORMATION TECHNOLOGY**  
**KBI 2403 – VIRTUAL NETWORKED ORGANIZATIONS**

Date: 04<sup>TH</sup> December 2023  
Time: 11:30AM – 1:30PM

**INSTRUCTIONS TO CANDIDATES**

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

**QUESTION ONE (30 MARKS)**

- a) Describe four advantages of video conferencing over telecommuting during virtual meetings (4 Marks)
- b) Discuss two major permission/right that owner of a file or folder should grant when sharing the folder/file when collaborating (4 Marks)
- c) Explain 4 major advantages of cloud files storage over desktop file storage (4 Marks)
- d) Describe five major scenarios and situations where virtual meetings are preferred over psychical meetings (5 Marks)
- e) Describe six good feature of video conferencing applications tools and software (6 Marks)
- f) Describe five advantages of using cloud meeting scheduling platforms like google and outlook calendar (5 Marks)
- g) Outline merits of using online questionnaire and survey forms like google form or mailchimp over traditional questionnaire forms (3 Marks)

**QUESTION TWO (20 MARKS)**

- a) What is group email, its major features and why it is becoming common in most of the organizations (6 Marks)
- b) Describe advantages of using with cloud applications like google docs, sheet and office 365 over desktop Microsoft office (8 Marks)
- c) Describe six types of jobs that can be efficiently done remotely or through collaboration (6 Marks)

**QUESTION THREE (20 MARKS)**

- a) Describe six good feature of learning management system applications tools and software (6 Marks)
- b) Describe various ways learning institutions have benefited from various online learning management systems like Moodle and google classroom (8 Marks)
- c) Describe six factors that lead to a successful collaboration in virtual team work (6 Marks)

**QUESTION FOUR (20 MARKS)**

- a) Outline five major advantages of using online/cloud notebook over traditional physical notebook (5 Marks)
- b) Describe various ways and techniques how one can use social media platforms as a collaborative tool (8 Marks)
- c) Discuss various ways that can improve the productivity of virtual teams (7 Marks)

**QUESTION FIVE (20 MARKS)**

- a) Microsoft SharePoint provides web based collaboration features, describe web collaboration services that are provided by Microsoft SharePoint and advantages of using SharePoint as compared to other collaboration tools (8 Marks)
- b) Describe six Advantages of using Voice over IP(VOIP) calls in an organization compared regular Cellular calls (6 Marks)
- c) Describe the process of setting up email client on your smart device as mobile phone or tablet using POP3 or IMAP4 (6 Marks)