CHUKA   **UNIVERSITY**

UNIVERSITY EXAMINATIONS
THARAKA CAMPUS

EXAMINATION FOR THE AWARD OF DEGREE OF BACHELOR OF SCIENCE IN COMPUTER SCIENCE

COSC 103: INTRODUCTION TO COMPUTER APPLICATIONS

STREAMS: **TIME: 2 HOURS**

DAY/DATE: FRIDAY 13/12/2019   **2.30 P.M – 4.30 P.M**

INSTRUCTIONS:

- Answer question **ONE** and **TWO** other questions

QUESTION ONE (30 MARKS)

a) Define the following terms   (3 Marks)

    i.   Computer hardware

    ii.   Computer software

    iii.   Bar code reader

b) Explain how the following interfaces are used   (3 Marks)

    i.   Command driven interface

    ii.   Graphical user interface

    iii. Menu driven interface

c) Explain three methods of dealing with computer viruses.   (3 marks)

d) Discuss the difference between application software and operating system software.

    (4 marks)

e) Discuss the impact of ICT on Education sector   (4 marks)

f) Computers are widely used in all sectors of our economy. Explain **four** reasons why computers have gained such popularity in the market place today.   (4 Marks)

g) A government department would like to acquire an application program in order to convert their manual record processing to electronic form.

    i. Outline **two** options of acquiring the application program. (2 marks)

    ii. Explain **three** circumstances that would influence the choice in (i). (3 marks)

h) Explain the main hardware functional units of a general purpose computer system giving their functions. (4 Marks)

QUESTION TWO: (20 MARKS)

a) Discuss any two type of page layouts used in Microsoft Word (4 Marks)

b) Explain the following tools displayed by a word processor. (8 Marks)

    i. Menu bar

    ii. Tool bars

    iii. Rulers

    iv. Scroll bars

c) What is the actual use of mail merge feature available in word processors? (Marks 3)

d) Differentiate between CTRL + C and CTRL +X (Marks 2)

e) What is margin? Explain any two type of margin. (Marks 3)

QUESTION THREE: (20 MARKS)

a) Explain the classification of computers according to their technology, purpose and size.

(6 Marks)

b) Differentiate between intranet and extranet. (4 Marks)

c) Explain any four types of network topologies. (4 Marks)

d) State the THREE broad classifications of Information security threats and discuss threats that falls under each category. (6 Marks)

QUESTION FOUR: (20 MARKS)

a) Write both Microsoft Excel *formula* and *function* that are going to perform the following tasks:

      a.i.   Get the average of cells C3, C4, C5 and C6.   (3 Marks)

      a.ii. Get the sum of cells C3, B3, D3, E3 and G3.   (3 Marks)

b) List two advantages of using a graphical user interface   (4 Marks)

c) State FOUR things to avoid when working on a computer   (4 marks)

d) Give an explanation of the advantages of e-mail services for business purposes. (4 marks)

e) After Charles read an email he clicked on the forward command. State the function of this command.   (2 marks)

QUESTION FIVE: (20 MARKS)

a) List four functions of the operating system software   (4 Marks)

b) Convert decimal 157_{10} to its binary equivalent   (4 marks)

c) Briefly, discuss what is Internet? Explain two roles of the internet in enhancing business performance in government sector.   (4 Marks)

d) What is the positive and negative impact of internet?   (4 Marks)

e) 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)