



MAASAI MARA UNIVERSITY

REGULAR UNIVERSITY EXAMINATIONS

2019/2020 ACADEMIC YEAR

FIRST YEAR FIRST SEMESTER

SCHOOL OF SCIENCE AND INFORMATION

SCIENCES

BACHELOR OF SCIENCE (PHYSICS)

BACHELOR OF SCIENCE (CHEMISTRY)

BACHELOR OF SCIENCE (MATHEMATICS)

COURSE CODE: COM 1104

COURSE TITLE: COMPUTER APPLICATIONS

DATE: 10-12-19

TIME: 1100-1300HRS

INSTRUCTIONS TO CANDIDATES

(i) Answer Question **ONE** and any other **TWO** questions

This paper consists of 3 printed pages. Please turn over.

SECTION A (30Marks): Answer all questions from this section

QUESTION 1

- (a) List four types of specific application software **(4 Marks)**
- (b) Give two advantages and two disadvantages of application packages **(4 Marks)**
- (c) List and explain categories of computer software. **(2 Marks)**
- (d) Explain the different ways computers can be categorized. **(4 Marks)**
- (e) Give three data types that can be used in excel **(3 Marks)**
- (f) Explain three ways of creating a presentation **(3 Marks)**
- (g) State six advantages of using a word processor **(6 Marks)**
- (h) Give four counter measures against antivirus **(4 Marks)**

SECTION B (40Marks): Answer TWO questions from this section

QUESTION 2

- (a) Suppose you are given the following excel spreadsheet

	A	B	C	D	E	F	G	H	I
1	Anne College								
2	Mark sheet for A/L Biology - Class A								
3	Index No.	Name	Physics	Chemistry	Biology	English	Total	Average	Rank
4	1001	Liyanage	65	78	56	45			
5	1002	Ratnayake	53	85	88	78			
6	1003	Nilani	45	96	ab	98			
7	1004	Silva	78	76	76	65			
8	1005	Withanage	23	ab	74	36			
9	1006	Mendis	78	32	64	52			

- (i) Give the relevant formula to calculate the total marks for Liyanage (Index 1001). **(2 Marks)**
- (ii) Give the relevant formula to calculate the average marks for Silva (Index 1004). **(2 Marks)**
- (iii) Give the relevant formula to calculate the Rank for students. **(4 Marks)**
- (iv) Suggest a formula to give grades to the students **(4 Marks)**

(v) If the average pass mark is 40, suggest a formula to display how many students have passed and failed **(4 Marks)**

(b) List four limitations of using computers in automating students records **(4 Marks)**

QUESTION 3

(a) Give five of the most important consideration you will take when buying a notebook computer **(5 Marks)**

(b) Explain how to perform the following in Microsoft word. **(12 marks)**

- (i) Table of contents
- (ii) Citation
- (iii) Bibliography or References
- (iv) Table of figures

(c) What are “Userless computers” and where are they used? **(3 Marks)**

QUESTION 4

(a) Explain the major basic operations of a computer **(4 Marks)**

(b) Explain how you can secure your computer from unauthorized access **(4 Marks)**

(c) Computer memory is of two types, explain **(2 Marks)**

(d) Explain four functions of an operating system **(4 Marks)**

(e) Using a block diagram explain the computer system **(6 Marks)**

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