

9Ais to a presentation, while, a is to a spreadsheet.

- A. header, footer
- B. slide, worksheet
- C. multimedia, records
- D. placeholder, charts

10) You can care for your laptop by doing the following except:

- A. Carrying it in a soft woollen bag.
- B. Frequently scan for virus before use.
- C. Clean the screen using a liquid gel.
- D. Putting it near a fire place.

11) Physical and touchable parts of a computer are referred to as:

- A. Peripheral devices.
- B. System devices.
- C. Hardware components.
- D. Metallic parts.

12) Artificial intelligence as used is a great scientific discovery normally referred to during the computer generation.

- A. first
- B. second
- C. fourth
- D. fifth

13. If these signs (#####) fill a cell it means that:

- A. The cell is not active
- B. The formula is impossible
- C. The column is not wide enough to fit its contents
- D. You must recalculate the formula

14) What is 1 Megabyte equal to?

- A. 1024 bytes.
- B. 1024 Tera bytes.
- C. 1024 Kilo bytes.
- D. 1024 major bytes.

15) The following are examples of printers, **except**

- A. Ink jet
- B. Laser printer
- C. Dot matrix
- D. Light pen

16) Word documents are stored in a file with this extension.

- A.) .ppt
- B) .doc
- C.) .xls
- D) .wrđ

17) Two devices that are common on laptop computers

- A. Scanner and microphone. B. Touchpad and speakers.
- C. Keyboard and mouse. D. monitor and webcam.

18) To ensure that a formula in Microsoft Excel is recognized by the system as a formula and not just any other entry on a worksheet, you should

- A. Start the formula with an *equal (=)* sign
- B. Enclose the formula in Quotation marks
- C. Include a cell Reference (e.g E17)
- D. Enclose it in brackets

19) Inter connection of two or more computers to enable communication is called

- A. Protocol
- B. Browsing
- C. Processing
- D. Networking

20) An example of an Input device is a:

- A. Digital Camera.
- B. Projector.
- C. Compact disc.
- D. Monitor.

SECTION B (60 MKS)

Answer all questions in this section. All answers must be written in space provided

21) List down any 4 components inside the system unit which can be upgraded. (4mks)

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b) Distinguish between Hardware and software (4mks)

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c) What is word processing? (2 mks)

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22) State the one function of each of the following keys on the Keyboard.

i) Caps lock key (1 MK)

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ii) Enter Key (1 mk)

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24) Define the term computer generation (2 mks)

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b) Mention any 3 characteristics of 1st generation computers (3 mks)

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c) Define the term Information Processing Cycle (01 marks)

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d) Explain the 4 stages of information processing cycle (4 marks)

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25) What is a website?

(i)
.....(2 marks)

(ii) Outline any two uses of a website to a school.(2 marks)
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d) Write in full(2 marks)

BASIC:

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ASCII:

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(c) Distinguish between **Storage Medium** and **Storage Capacity** (2 marks)

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D) Define the term computer?(2 marks)

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26) Why do people prefer to use flash disc over floppy disc today. Give 4 reasons (4 marks)

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b) Define term data communication (2 marks)

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c) List down any 4 elements of data communication (4 marks)

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SECTION C
CHOOSE ANY ONE

- 27. i) Define a network topology (02 marks)
- ii) Define a Wireless transmission (02 marks)
- iii) Using neat diagrams explain any five network topologies you know (16 marks)

- 28. i) Distinguish between guided and unguided transmission media (04 marks)
- ii) What is System software (02 marks)
- iii) What is a Program (02 marks)
- iv) What is a Node (02 marks)
- v) Define High level programming languages with examples (05 marks)

vi) Outline five ways how computers are used in Business (05 marks)