



# THE MOMBASA POLYTECHNIC UNIVERSITY COLLEGE

(A Constituent College of JKUAT)

*Faculty of Engineering & Technology*

DEPARTMENT OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY

UNIVERSITY EXAMINATION FOR BACHELOR DEGREE IN BUSINESS ADMINISTRATION  
(BBA MAY 2011M)

**HCA 2204: COMPUTER APPLICATION IN BUSINESS**

END OF SEMESTER EXAMINATION

**SERIES: APRIL 2012**

**TIME: 2 HOURS**

## **Instructions to Candidates:**

You should have the following for this examination

- Answer Booklet

This paper consists of **FIVE** questions.

Answer question **ONE (COMPULSORY)** and any other **TWO** questions

Maximum marks for each part of a question are as shown

This paper consists of **TWO** printed pages

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## **Question One (30 Marks)**

- a) Define a computer (2 marks)
- b) Explain the following: (4 marks)
- (i) Database
  - (ii) Database Management Systems
  - (iii) Primary key
  - (iv) A field
- c) Define computer software and explain the TWO classification of software, giving examples of each (6 marks)
- d) Highlight uses of Secondary Storage Devices (3 marks)
- e) Explain the following terms as used in operating system; (6 marks)
- (i) Multiprogramming
  - (ii) Multiprocessing
  - (iii) Multitasking

- f) What is Microsoft Excel (2 marks)  
g) State **FOUR** areas where spreadsheets are applicable in business (2 marks)  
h) What is a folder, write down steps to follow when creating a folder in windows explorer. (5 marks)

**Question Two (20 marks)**

- a) What is a data model? (2 marks)  
b) Explain the **THREE** common data models (9 marks)  
c) Computer memory is classified into two, describe the **TWO** classification (4 marks)  
d) Highlight the Uses of Output Units (5 marks)

**Question Three (20 marks)**

- a) Write short notes on the following input devices: (10 marks)  
(i) Optical Mark Reader (OMR):  
(ii) Touch Screen  
(iii) Magnetic ink character recognition (MICR)  
(iv) Digital Cameras  
(v) Optical character recognition (OCR)
- b) Explain the **TWO** broad types of Operating Systems (10 marks)

**Question Four (20 marks)**

- a) Explain the factors that influence the choice of data collection method and medium (4 marks)  
b) Write down the procedure for creating a table using a blank database option in Ms Access (3 marks)  
c) Using the knowledge of computer application in business; explain **FIVE** factors that you will advice the user to pay attention to before buying a particular hardware (5 marks)  
d) Explain the meaning of Word processors, and its application in business operations (3 marks)  
e) Explain **FIVE** basic features found in Ms Word (5 marks)

**Question Five (20 marks)**

- a) With an aid of a diagram, explain functions of computer system touching on Input, processing, storage and output giving example in each case (9 marks)  
b) Explain computer classifications based on their speed and memory size (8 marks)  
c) There are basically two types of terminals used with mainframe systems. Explain the **TWO** terminals (3 marks)