



TECHNICAL UNIVERSITY OF MOMBASA
INSTITUTE OF COMPUTING AND INFORMATICS
DEPARTMENT OF MANAGEMENT SCIENCE

UNIVERSITY EXAMINATION FOR:

CFOO, CHRM, CBM, CSTM, CMAC

EIT1150: COMPUTER APPLICATIONS

END OF SEMESTER EXAMINATION

SERIES: APRIL 2016

TIME: 2 HOURS

DATE: Pick Date Select Month Pick Year

Instructions to Candidates

You should have the following for this examination

-Answer Booklet, examination pass and student ID

This paper consists of **FIVE** questions. Attempt any **THREE** questions.

Do not write on the question paper.

Question ONE

(A) Define the following terms as used in spreadsheet /7mrks

- i. Alignment
- ii. Cell address
- iii. Function
- iv. Formula
- v. Labels
- vi. Worksheet
- vii. Workbook

(B) Draw and explain the main components of a CPU /10 marks

(C) List and explain any **THREE** features supported by word processing /3mrk

Question TWO

(A) Define the following terms as used in windows /**4mrks**

- i. CUT
- ii. COPY
- iii. PASTE
- iv. BOLD

(B) A computer is based on the principles of inputs, processing and output; justify the statement with the help of a diagram /**11mrks**

(C) List any **FIVE** features of spreadsheet / **5mrks**

Question THREE

(a) Discuss the various operations performed in a file /**10mks**

(b) Illustrate the procedures used to achieve the following /**10mks**

- i. Font type
- ii. Font style
- iii. Font size
- iv. Changing font color
- v. Drop cap.

Question FOUR

(a) State the function of the following components in Microsoft PowerPoint /**3mks**

- i. Task pane
- ii. Slide pane
- iii. Slides tab

(b) Define the following: /**7mks**

- i. Mail merge
- ii. Header & footer
- iii. Thesaurus
- iv. Auto correct
- v. Tab setting
- vi. Grammar checker
- vii. Format

(c) List the **TWO** categories of Tab setting /**2mks**

(d) Define the following /**8mrks**

- i. Desktop
- ii. Folder
- iii. Icons
- iv. Data and information

Question FIVE

- (a) Elaborate **FIVE** likely advantages a company will get by computerizing its operations /**10mrks**
- (b) Explain and give characteristics of the **TWO** types of memory that constitute main Memory /**8mrks**
- (c) Differentiate between a function and formula as used in MS Excel /**2mrks**