



TECHNICAL UNIVERISTY OF MOMBASA

# Faculty of Engineering & Technology

DEPARTMENT OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY

DIPLOMA IN MECHANICAL & AUTOMOTIVE ENGINEERING  
(DMA 13S)

EMR 2116: ICT II

END OF SEMESTER EXAMINATION

**SERIES:** APRIL 2014

**TIME:** 2 HOURS

**Instructions to Candidates:**

You should have the following for this examination

- *Answer Booklet*

This paper consists of **FIVE** questions. Attempt question **ONE** and any other **TWO** questions  
Maximum marks for each part of a question are as shown

This paper consists of **THREE** printed pages

**Question One (Compulsory)**

- a) Define a computer. **(2 marks)**
- b) Explain the following terms as used in computer science: **(4 marks)**
- (i) Data
  - (ii) Program
  - (iii) Data processing
  - (iv) Information
- c) What are the major characteristics of a computer system? **(8 marks)**
- d) List and explain the functions of an operating system. **(6 marks)**

**Question Two**

- a) Define a word processor. **(2 marks)**
- b) List **FOUR** examples of a word processor mainly used in the market. **(2 marks)**
- c) Give **THREE** comparisons of the traditional method of typing a document on a typewriter against using a word processor. **(6 marks)**
- d) Veronica tried to retrieve a document file following all the steps correctly. The file name did not appear in the list box. State **THREE** causes of this. **(4 marks)**
- e) Precisely, explain the role of the following editing features of a word processor. **(6 marks)**

**Question Three**

- a) Explain **FIVE** application areas where spreadsheet software can be used. **(5 marks)**
- b) Name **FOUR** data types as used in spreadsheet. **(2 marks)**
- c) Differentiate between relative and absolute cell reference as used in Ms-excel. **(2 marks)**
- d) Explain the **THREE** types of database models. **(6 marks)**
- e) Write down the procedures to design a presentation. **(5 marks)**

### Question Four

a) Study the worksheet below and answer the questions that following:

	A	B	C	D	E	F
1						
2	SKYWAY AGENCIES					
3						
4	Rexona	3400	3700	4000	4100	
5	Lifeboy	2500	2600	2100	2500	
6	Omo	6000	6100	6300	1600	
7	Ushindi	12000	1500	1400	6400	
8	Carmel	700	6900	6200	800	
9	Total					
10	Maximum					
11	Average					

- (i) Write functions that can be entered to get total, maximum and average of each region. **(4 marks)**
- (ii) Write down the function that returns the number of sales in the four regions whose value is greater than or equal to 2000. **(1 mark)**
- (iii) The function = SUM (B4:E4) is entered and F5 and this copied to F8. Write down the function as it appears in the destination cell. **(3 marks)**
- (iv) Discuss FOUR advantages and TWO disadvantages that electronic mails have over regular mails. **(6 marks)**
- (v) Briefly describe FOUR factors contributing to internet access and growth in Kenya. **(6 marks)**

### Question Five

- a) Explain mail merge as used in a word document. **(4 marks)**
- b) Describe the SIX steps of creating a mail merge document. **(8 marks)**
- c) Use the table below to answer the questions that follow. **(8 marks)**

MAJENGO SUPPLIERS	
NAME	DEBTS (KSHS)
SALIM	6700
JUMA	5000
KAHINDI	7000
OKEYO	9000
AVERAGE	

- (i) Outline the steps that could have been followed to create the table.
- (ii) Write an expression to create the average dept