

Murang'a University College

SCHOOL OF BUSINESS AND COMMERCE

Dec 2013 Main Exam: FUNDAMENTALS OF COMPUTER SYSTEMS Time 2hours

HBT2101 Bachelor of Business Information Technology

HBC2106 Bachelor of Commerce

HPS2106 Bachelor of Procurement and Supply Management

Answer Question One any Other Three

Question 1

a) State the MOORE's law and explain its relation to the proposed one laptop per child project.

4 marks

b) You are required to advise your organization on which printer to purchase. Describe factors to consider as you make the right recommendation.

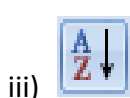
4marks

c) Outline the steps required to e-mail a digital photograph stored on your computer to another student.

3 marks

d) Below are images of three button icons from a word processing program. For **each** image describe the purpose of the button.

3 marks



e) In word document, text can be aligned in different ways to improve the appearance of a document. Explain two kinds of paragraph alignment that are supported by MS. Word application.

4 marks

f) Explain what the following database terms mean.

(i) Record (sometimes called row) 2 marks

(ii) Field (sometimes called column) 2 marks

g) Perform conversion of the following number systems; show all the working.

i) From octal to binary then to decimal 2 marks

ii) From hexadecimal to binary then to decimal

2 marks

DE₁₆

iii) From decimal to binary

4 marks

16.25₁₀

22₁₀

Question Two

a) Describe how you would carry out the following word processor operations:

i) Set Page Layout Orientation

2 marks

ii) Insert a table

2 marks

b) Explain what **each** of the spreadsheet terms listed below means.

6 marks

i) Cell

ii) Worksheet

iii) Formula

ci) Explain the term open source software and give two examples of such software

4 marks

ii) There are six key software evaluation criteria that should be considered in an organization's software decision.

6 marks

Question 3

a) Describe the difference operating system application software in computer systems. 2 marks

b) We are living in the information age, almost every aspect of life is affected by information technology, in this regard, *internet* through *World Wide Web* has changed the way we communicate across the globe.

i) Define the term information technology.

1 mark

ii) Differentiate internet and the World Wide Web.

4 marks

c) Describe FOUR input devices and THREE output devices. 7 marks

d) Your classmate want to buy a laptop for her personal use, advise her on what to consider (computer specifications) when buying her laptop.

6 marks

Question 4

- a) Describe how Search Engines find Web Pages. 5 marks
- b) Explain five characteristics of computers and how they are different from humans. 10 marks
- c) Describe how to insert Table of Contents in a MS Word. 5 marks

Question 5

- a) State 5 advantage of using database to store information 5marks
- b) Always turn off or restart your computer using this *method*. Do not turn off your computer by switching the power off and on. If you do so, you may damage Windows XP. Which method are you suppose to use to turn off your computer. 4 marks
- c) Explain the difference between the following E-Mail terms
- I) Carbon Copy(CC) and Blind Carbon Copy(BCC) 4 marks
 - II) Reply and Forward 4 marks
- d) Computer systems helps us to process *data* to meaningful *information*, however these two terms are misunderstood. With examples, differentiate data and information. 3 marks