# TERM TWO EXAMINATIONS

**COMPUTER STUDIES**

# FORM TWO

**TIME – 2 HOURS**

**Name**: …………………………………………………………. **Adm** **No**: ……………….

**School**: ……………………………………………………….. **Class**: …………………..

**Signature**: …………………………………………………….. **Date**: …………………...

**INSTRUCTIONS:**

**Answer ALL the questions in the spaces provided**

|  |  |  |
| --- | --- | --- |
| **QUESTIONS** | **MAX SCORE** | **Score** |
| **1 - 30** | 100 |  |

1. State **three** precautions that should be taken to ensure proper ventilation in a computer laboratory. (3mark)

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1. List **three** softcopy output devices. (3marks)

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1. State **two** reasons for partitioning a computer hard disk (2marks)

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1. State **four** factors to consider when selecting an operating system (4marks)

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1. State **four** editing actions that can be performed on a table in a word processor (4marks)

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1. Describe **four** alignment features as used in an electronic word processor program (4marks)

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1. State **three** challenges that may cause a printer not to print (3marks)

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8. A Chief Executive Officer of a company opted to order for computers for his organization. Two Companies applied for a tender of supplying computers. Company A computers had the following Specifications: 140 GB HDD, 3 GB RAM, 2.1 GHZ CPU. Company B had the following specifications: 240 MB HDD, 6 MB RAM, 4.2 KHZ CPU. The two companies offered the same price for the computers.

a) Which company should be granted the supply contact? (1 mark)

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b) State **three** reasons for making the decision on the company to win the contract in (a) above (3marks)

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1. In reference to ALU, explain the meaning of logic operations and give an example of this processing operation. (2marks)

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1. Distinguish between a function and a formula as used in spreadsheets.(2marks)

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1. Explain the following as used in spreadsheets (4marks)
   1. Absolute cell referencing

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* 1. Relative cell referencing

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1. State three reasons why we should shut down a computer using the right procedure (3marks)

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1. a) A formula to add the contents of $B$5 and C4 was entered in Cell F5. What will it become when it is copied to Cell H8? (1mark)

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b) What is the equivalent R1C1 reference for G20? (1mark)

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1. State three main features that make a word processor popular. (3marks)

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1. a) With aid of a diagram, distinguish between Portrait and Landscape orientations. (4marks)

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b) Give **two** reasons of previewing a document before printing. (2marks)

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

c) List any **two** sources of graphics that can be used in Microsoft Word. (2marks)

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1. Distinguish between disk compressing and disk defragmenting (2marks)

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State three functions of the return key. (3marks)

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1. List **four** measures that are taken to protect users in a computer lab. (4mark)

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1. Describe **three** attributes that make computers widely accepted and used in the day-to-day activities in our society. (6marks)

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1. A firm intends to purchase new software. List **three** items of documentation that should accompany the software (3marks)

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1. Differentiate between hardware and software portability. (2marks)

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1. Small- and large-scale organizers are turning to the use of in-house developed software for processing activities rather than the use of standard software.
   1. What is in-house developed software? (2marks)

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* 1. Give **three** reasons that may be influencing these organizations for such a decision. (3marks)

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1. State three contents of a warranty (3marks)

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1. Apart from portability, explain four factors to consider when selecting computer hardware for an organization. (4marks)

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1. Give **two** advantages of a USB interface cable over other cables in the computer (2marks)

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1. List **three** advantages of a laser printer over a drum printer. (3marks)

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1. a) What role do pixels play in screen display? (1mark)

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b) State two differences between a CRT monitor and a flat-panel display. (2marks)

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1. Explain the following terms as used in computer systems with reference to storage media. (2marks)
   1. Read\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   2. Write\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. What is a Drive? (1mark)

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1. Explain four rules for handling a magnetic storage disk. (4marks)

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