FORM TWO COMPUTER MARKING SCHEME

1. Define the term scrolling

-To move text or graphics up or down or across a display screen as if by unrolling a scroll.

-To progress, move, or be revealed as if by the unrolling of a scroll watch scenery scroll by large picture windows.

2.   Explain FOUR uses of an uninterruptible power supply unit.   (4mks)

- Regulate the flow of power
- Alerts the user incase of a black out
- Prevents damage of computer components
- Enable he user to save her work

3.   How can you open a document stored on a removable disk
          (2mks)

Insert the flash drive into a USB port on your computer. You should find a USB port on the front, back, or side of your computer (the location may vary depending on whether you have a desktop or a laptop). Depending on how your computer is set up, a dialog box may appear. If it does, select Open folder to view files.

4.   List four types of paragraph alignment
        (4 mks)

Right alignment

Left alignment

Center alignment

Justification

5.   Richard has a problem when typing; every time he wishes to type the word Good ,he mistakenly types God .What can he do to continue typing without worrying about having to go back to correct the same word over and over again.

6. **a) Match the computer generation with the technology used to make the processor(**4mks)

Generation	Technology
First	Thermionic valves
Second	Transistors
Third	Integrated circuits
Fourth	large scale integrated circuits

7. Write CD-RW in full (1mk). Why are students recommended to use CD-RW when saving their work in KCSE exams, (2mks)

A CD_RW can be erased and written again.

8. **Suggest how computers may in future be made more users friendly for persons that**
- **are: (4 mks)**
- a) Blind – computers that respond to touch and sound (voice)/Braille
- keyboard
- b) Without hands – computers that respond to voice

9. **When is the find and replace command used?**

10(a **Explain the importance of proofreading a document (6mks)**

To improve the quality of the paper,

Ensuring there are no lingering mistakes,

Correcting generalized discourse errors or writing inconsistencies.

11 (a) state three examples of input devices (3 marks)

- ✓ Pointing devices- mouse

- ✓ Keying devices- keyboard

- ✓ Scanning devices-scanners

  Voice recognition devices-microphone

12. State two examples of word processing programs   (2mks)

13. A computer specification has the following details
A computer specification has the following details:

Pentium II

120 GB hdd

Full multimedia

17" SVGA monitor

Pre installed operating system

Pre- installed office suite

What is meant by:

(i) 120 GB hdd(1mk)

   The hard disk storage capacity is 120 gigabytes

(ii) 17" SVGA monitors   (1mk)

   Diagonal length (size) of the monitor is 17 inches and the motherboard has a super VGA
   graphics adapter. SVGA has a resolution of 800 x 600 pixels

   (b)   Which operating system might be pre- installed in this computer and why?

                                                                          (2mks)

   Win 7, win xp

(c)   List three multimedia components (3mks)

-        CD Rom

-        Speaker

- Microphones

- Multimedia projectors

15 a) write the following abbreviations in full   (7 marks)
   - BIOS- basic input/output system

   - CMOS-complementary metal oxide semiconductor

   - OMR-optical mark recognition

   - OCR-optical character tecognition

   - PC- personal computer

   - RAM- random access memory

   - ROM – read only memory

16.   (a) Name and explain the function of the keyboard keys represented by the following symbols
                                                                              (6mks)

(i)
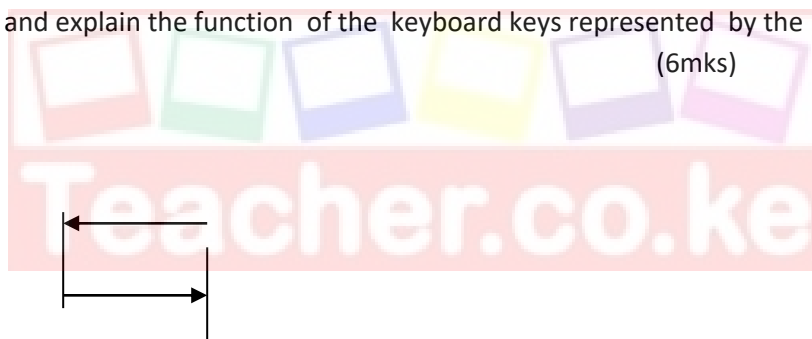
Tab Key   Used to remove text/ cursor to the right by a fixed or present number of spaces

(ii)

   Enter / carriage Return key   Used to initiate command on the screen i.e. Pressed after each command.

(iii)

Shift Key   Used to change letter case Also used in conjunction with other keys for various Commands.

17. **(a) What are peripheral devices?** **(2mks)**

- Any device connected externally to the CPU

(b) Give two examples of peripheral devices **(1mk)**

- Mouse, Monitor, Keyboard, printer etc

18. **(a) What is meant by the term user – friendly as used in software development?(2mk)**

The user can easily operate the computer.

19. **a) What are softcopy output devices** **(2mks)**

Devices that produce output that can be seen or head but not tangible output

b)Give Three reasons why are LCD monitors preferred to CRT monitors **(3mks)**

-light

-less eye strain

-uses less power

20. **Explain how you can protect a document from unauthorized opening or altering.** **(6mks**

Use the password protection feature in Microsoft Word and Excel to restrict an unauthorized user from opening or making changes

a. Create or open the document you want to protect.

b. On the file tab, click info option.

c. On the info screen, click the protect document button then select encrypt with password option

d. In the encrypt document dialog ,type in a password in the password