UGANDA MARTYRS UNIVERSITY

FACULTY OF SCIENCE

DEPARTMENT OF COMPUTER SCIENCE & INFORMATION SYSTEMS

END OF SEMESTER FINAL ASESSMENT

SEMESTER II, 2017/18

FIRST YEAR EXAMINATION FOR BACHELOR OF BUSINESS ADMINISTRATION AND MANAGEMENT, BACHELOR OF MICROFINANCE AND BACHELOR OF SOCIA DEVELOPMENT AND COUNSELING
(Rubaga)

Basic Computer Literacy

DATE: 2nd May, 2018

TIME: 4:00pm – 7:00pm

DURATION: 3HRS

Instructions:

1. *Carefully read through ALL the questions before attempting*
2. ***Attempt ANY Five questions***
3. *All Questions carry equal marks*
4. *No **names** should be written anywhere on the examination book.*
5. *Ensure that your **Reg number** is indicated on all pages of the examination answer booklet.*
6. *Ensure your work is **clear** and **readable**. Untidy work shall be penalized*
7. *Any type of examination Malpractice will lead to automatic disqualification*
8. *Do not write anything on the questions paper.*

Question One

a) What do you understand by the term computer? **(2 marks)**

b) Give five major disadvantages of using computers today. **(10 Marks)**

c) Describe the process you can go through to rename a folder that is on the desktop. **(4 marks)**

d) Differentiate between SAVE and SAVE AS**. (4 marks)**

Question Two

a) State and explain any three factors that affect the processing speed of a computer.**(6 marks)**

(a) State two examples of each of the following   **(2 marks each)**

   i.   Operating System

   ii.   Internet Service providers in Uganda

   iii.   Web browser

   iv.   Email addresses

   v.   Output devices

   vi.   Input devices

   vii.   Search engines

Question Three

a) What operations are accomplished by the following keyboard short cuts **(1 mark each)**

   i.   Ctrl + E

   ii.   Ctrl + J

   iii.   Ctrl + A

   iv.   Ctrl + R

   v.   Ctrl + L

   vi.   Ctrl + P

   vii.   Ctrl + V

   viii. Ctrl + S

b) Why is it important for computer users to save data? *(4 marks)*

c) What is the difference between minimizing and maximizing a window? *(4 marks)*

d) Clearly distinguish between the role of the backspace key and the delete key. *(4 marks)*

Question Four

a) With examples, differentiate between the following

   i. Internet and network **(4 marks)**

   ii. Web page and website **(4 marks)**

b) Elaborate any three advantages and three disadvantages of the WWW and the Internet*(12 marks)*

Question Five

a) Explain any five characteristics of a computer *(10 marks)*

b) Explain the four operations of a mouse *(4 marks)*

c) When working with Ms Word, how are the following operations accomplished

   i.   Open an Existing Document **(3 marks)**

   ii.   Saving a Document **(3 marks)**

Question Six

a) As a computer literacy student, write down the full form of the listed acronyms below; **(2 Marks@)**

   i. RAM

   ii. CPU

   iii. USB

   iv. ICT

   v. ROM

b) With clear examples, explain the two major types of software? **(6 Marks).**

c) Give two peripherals and the function for each **(4 Marks)**

-**END-**