

END OF SECOND TERM EXAMINATION
2024
COMPUTING 2&1
Essay and Objective
2 Hours

74/71A

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Index number:

4 GARRISON SCHOOLS



BS 7

END OF SECOND TERM EXAMINATION

2024

COMPUTING 2&1

2 hours

Do not open this booklet until you are told to do so. While you are waiting, read and observe the following instructions. Write your name and index number in the spaces provided above

This booklet consists of two papers. Answer Paper 2 in this booklet. Paper 2 will last 1 hour 15 minutes. Answer Paper 1 on your Objective answer sheet. Do not start Paper 1 until you are told to do so. Paper 1 will last for 45 minutes. Submit the entire questions paper to the invigilator at the end of examination

For Examiner's Use Only	
Question number	Marks
OBJ	43
	31
	<hr/> 74

This paper is in two sections A and B Answer Question 1 in Section A and any other three questions in Section B. Answer all the questions in the spaces provided in this question paper. At the end of the examination, you should submit the entire question paper to the invigilator.

SECTION A
[24 MARKS]
Answer Question 1.
[Compulsory]

1. Study Figure 1 carefully and use it to answer questions 1 (a) to (c).

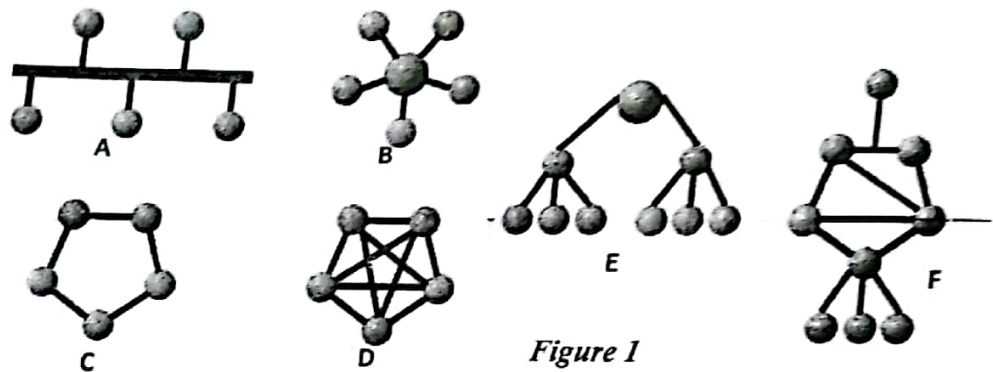


Figure 1

a) The diagram in Figure 1 represents;

Network Topology

2 marks

b) Identify the parts labelled A, B, C, D, E and F.

A: Bus topology

B: Star topology

C: Ring topology

D: Mesh topology

E: Tree topology

F: Hybrid topology

c. State two advantages of B in Figure 1

4 marks

- It is easy to wire
- It is easy to detect faults in this network

d) Write the following acronyms in full.

2 marks

i. WAN Wide area network

ii. PAN Personal area Network

iii. MAN Metropolitan area Network

iv. LAN. Local area network

d) Classify the following social media sites under the following heading: LinkedIn, Tumblr, Facebook, Instagram, Google +, Twitter. 6 marks

Social networking	Microblogging
Facebook	Tumblr
Instagram	LinkedIn
Twitter	Google +

SECTION
[36 MARKS]

GENERAL KNOWLEDGE IN COMPUTING

Answer only three questions from this part. All questions carry equal marks.

2. a) What is a presentation software?

2marks

It is a computer software which is used to display information in a form of slide show.

b) List four (4) examples of presentation software

4marks

Microsoft powerpoint
Adobe acrobat
Canva
Notepad

c. Explain the following features of a spreadsheet.

6 marks

i. columns

It is a vertical line which is represented by alphabets.

ii. row

It is a horizontal line which is represented by numbers.

iii. cell

It is an intersection of rows and columns where data is inserted.

2marks

3. a) What is a theme in MS PowerPoint?

It is an additional option which powerpoint offers. It is a predefined set of colours and fonts that provide a unified look for a presentation.

b. State **four** uses of social media

(2)

- i) It is used for communication
- ii) It is used to share information
- iii) It is used to share resources
- It is used to send text and files

c. State the data type for the following data as used in Microsoft Excel.

6 marks

Data	Data type
10 th June, 2023	Date
\$ 500.00	Currency
Abdul Aziz	General

4. a) What is a computer network?

(4)

2 marks

It is a set of interconnected computers and devices which share the same resources.

b. Differentiate between a **label** and **value** data types in MS Excel.

4 marks

A value is used to carry mathematical calculations. Label is the horizontal line represented by alphabets but value is the vertical line represented by numbers.

c. Write down **two** types of information security.

4 marks

5. a) Write the following acronyms in full.

i) Cc:

2 marks

ii) Bcc:

b) What is copyright infringement?

2 marks

c) List **three** categories of work included in the Copyright Act No. 690.

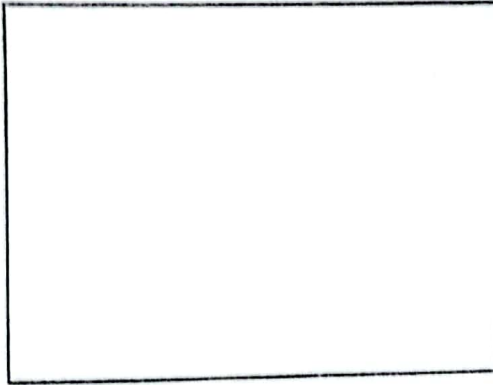
6 marks

.....

.....

c) Draw the logo of Facebook in the box below.

2 marks







END OF ESSAY TEST

PAPER 1
OBJECTIVE TEST

45 Minutes

Answer All Questions

Each question is followed by four options lettered A to D. Find out the correct option for each question shade in pencil on your answer sheet the answer space which bears the same letter as the option you chosen. Give only one answer to each question.

1. The text is selected and you want to remove the selection from the active document and place it on the clipboard. Which button do you select?
A. 
B. 
C. 
D. 
?
✓
2. Double clicking on a word in Microsoft Word selects the
A. document.
B. paragraph.
C. sentence.
D. word. ✓
3. You typed the word "key" wrongly by adding another "y" (keyy) which key will you use to correct this mistake?
A. Backspace ✓
B. Enter key
C. Delete
D. Spacebar key
4. Pressing CTRL+X will perform what action?
A. Copy the select document.
B. Print the document.
C. Cut the selected document ✓
D. Paste the highlighted document.
5. A green wavy underline of a text means the text is
A. a small letter beginning a sentence. ✓
B. wrongly spelt.
C. grammatical.
D. correct spelt. ?
6. Which of the following software is a Word processing software?
A. Ms PowerPoint
B. Ms Windows
C. Ms Excel ✓
D. Ms Word ✓
7. Commands for editing and formatting are found on.....
A. Home tab. ✓
B. Inserts tab.
C. Design tab.
D. Layout tab.
8. Which of the following mouse skills is used to select a single word in MS word?
A. Clicking
B. Double clicking ✓
C. Triple clicking
D. Right clicking
9. Which of the following keyboard shortcuts is used to select entire document?
A. Ctrl + Z
B. Ctrl + A ✓
C. Ctrl + V
D. Ctrl + B
10. Which of the following keys deletes text to the left of the insertion point?
A. Backspace key
B. Delete key ✓
C. Insert key
D. Space bar
11. Which of the following tools is a presentation package?
A. Ms Word
B. Ms Excel
C. Ms Windows
D. Ms PowerPoint ✓
12. The pages in a presentation software are called.....
A. document.
B. flame.
C. slide. ✓
D. graphics.
13. Predefined set of colours and fonts that provide a unified look for a presentation is known as.....
A. slides.
B. theme. ✓
C. ribbon.
D. tabs.

14. Which of the following tools is used to get synonyms for words in PowerPoint?

- A. Proofing
- ☒ B. Thesaurus
- C. Design
- D. Template

15. To apply themes to our slideshow, we use the

- A. Review tab
- B. Home tab
- ☒ C. Design tab
- D. Slide show tab

16. Google sheets, lotus and MS Excel are examples of.....

- A. presentation package,
- B. word processors,
- C. graphics software,
- ☒ D. spreadsheet,

17. All the following are uses of spreadsheet software *except*.....

- A. calculation.
- B. data entry.
- ☒ C. presentations.
- D. plotting graphs.

18. In MS Excel, rows are identified by.....

- A. alphabets.
- ☒ B. numbers.
- C. symbols.
- D. tabs.

19. The intersection of a column and a row where data is inserted is known as.....

- A. formula.
- B. function.
- ☒ C. cell.
- D. data.

20. In MS Excel, values are positioned to the of the cell

- ☒ A. left side.
- B. right side.
- C. middle.
- D. center.

21. The name given to each cell according to its column label and row number is

- A. active cell.
- B. cell formula.
- ☒ C. cell reference.
- D. highlighted cell.

22. Which of the following is used to carry out mathematical calculations in a spreadsheet application?

- A. Labels.
- ☒ B. Formulae.
- C. Numbers.
- D. Values.

23. What is the first spreadsheet developed for computers?

- ☒ A. Ms excel
- B. Lotus 1-2-3
- C. VisiCalc
- D. MsWord.

24. Which of the following bars in MsExcel window displays the name of the active cell?

- A. Title bar
- B. Menu bar
- ☒ C. Formula bar
- D. Status bar

25. The first cell in a worksheet is called.....

- A. 1
- ☒ B. A1
- C. 1A
- D. A

26. Which command enables you to locate specific text in your documents?

- A. Select
- ☒ B. Find
- C. Replace
- D. Ctrl

27. The most common method of selecting a text is to the mouse over the text you want to select.

- ☒ A. click and drag
- B. drag and point
- C. drag and drop
- D. click and drop

28. A cell on row 7 and column F in a spreadsheet application is identified as.....

- A. 7F
- ☒ B. F7
- C. 7
- D. F

29. By default, numbers entered into a cell are aligned

- ☒ A. right.
- B. left.
- C. center.
- D. middle.

30. The default mode for typing in MS Word is ...
☒ A. overtype
B. delete
C. insert option
D. entering
31. Social media sites include all the following except.....
A. Google +
B. Facebook
C. Tumblr
☒ D. Microsoft
32. Which network topology requires a central controller or hub?
☒ A. Star
B. Mesh
C. Ring
D. Bus
33. The logical arrangement of network is termed as.....
☒ A. topology.
B. routing.
C. networking.
D. control.
34. Who is the principal architect in the development of Facebook?
A. Elon Musk
☒ B. Mark Zuckerberg
C. Bill Gates
D. Reid Hoffman
35. The file extension for newer versions of PowerPoint document is.....
A. .ppp
☒ B. .ppt
C. .doc
D. .docx
36. All the following are examples of social media sites except
A. Facebook
☒ B. Google Chrome
C. Twitter
D. Instagram
37. The title of an email is typed in which of the following fields ?
A. To:
B. CC:
C. BCC
☒ D. Subject
38. Which of the following fields in an email do you use to send hidden copies to people?
A. To:
☒ B. CC:
C. BCC
D. Subject
39. The type of network best for a school is...
A. wide area network.
☒ B. local area network.
C. metropolitan area network.
D. personal area network.
40. Which of the following networking devices is necessary for internet connection?
A. Switch
☒ B. Hub
C. Router
D. Topology

END OF PAPER