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Date: 05-04-24

7A

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

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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	48
	28
	<u>76</u>

PAPER 2
ESSAY
[60 MARKS]

1 ¼ Hour

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).

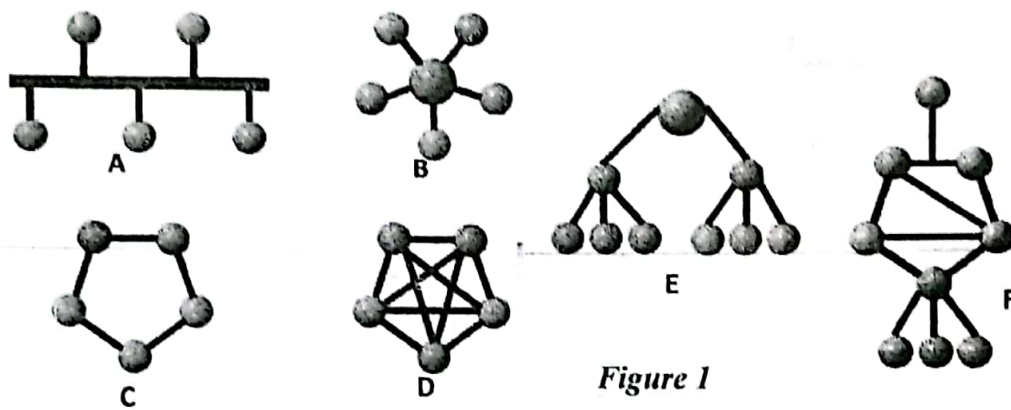


Figure 1

a) The diagram in **Figure 1** represent;

2 marks

The types of topology network topologies

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

12 marks

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

i) It works faster
ii) Less cables are used

d) Write the following acronyms in full.

2 marks

i. WAN: Wide Area Network
ii. PAN: Personal Area Network
iii. MAN: Metropolitan Area Network

AN. Local or Area Network

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

Social networking	Microblogging
Facebook	Twitter
Tumblr	Instagram
Google +	LinkedIn

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 an application used to create documents in the form of ~~side~~ slides.

b) List **four** (4) examples of presentation software

4marks

- Canva
- Microsoft Power Point
- Google slide
- Apple Key note

c. Explain the following features of a spreadsheet.

6 marks

i. columns

It is a group of cells which are arranged in a vertical form.

ii. row

It is a group of cells which are arranged in a horizontal form which is identified by

iii. cell

A cell is the intersection of rows and columns.

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

2marks

A theme is a predefined font and visual effect applied to a slide for a unified or Professional look. Look for a presentation

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

- a) It is used for marketing.
- b) It is used to send information.
- c) It is used to receive information.
- d) It is also used to learn. (source of education)

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

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

4. a) What is a computer network?

2 marks

It is a type of network in which computers are connected together to share the same resource.

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

4 marks

Label: are data types are in the form of words while value data types are in the form of numbers.

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

4 marks

- a) Copyright infringement
- b)

5. a) Write the following acronyms in full.

2 marks

i) Cc:

ii) Bcc:

b) What is copyright infringement?

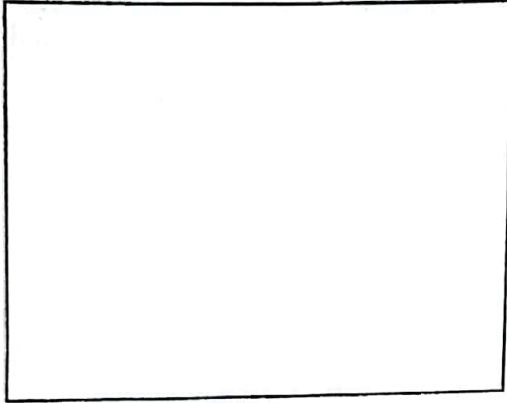
2 marks

4m
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

Professional





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 text 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 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