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University Examinations 2024/2025

FIRST YEAR FIRST/SECOND SEMESTER EXAMINATION FOR THE CERTIFICATE IN AGRICULTURE

CIT 1107: INTRODUCTION TO COMPUTER AND APPLICATIONS

DATE: DECEMBER 2024

TIME: 1½ HOURS

INSTRUCTIONS: Answer question **one** and any other **two** questions

QUESTION ONE (30 MARKS)

- a) List hardware devices used for input in a computer system (3 marks)
- b) You are an IT administrator at a small company, they have experienced a data breach and customer information was compromised. Explain the steps you would take to enhance the company's data security and prevent future attacks, including specific control measures (5 marks).
- c) Describe two types of publications that can be designed in a workplace (2 marks)
- d) State and explain the role that has been played by computers in each of the following fields (2 marks)
 - i. Medicine
 - ii. Education
- e) Describe the concept of data security and privacy? (2 marks)
- f) Explain what the following keyboard shortcuts are used to perform in MS-word. (2 marks)

- i. CTRL+X
- ii. CTRL+V
- g) List three advantages of using emails in a school set up (3 marks)
- h) State and describe five features of a PowerPoint screen (5 marks)
- i) Differentiate between the following terms (6 marks)
 - i. Data and information
 - ii. Super computer and mainframe computer
 - iii. System software and application software

QUESTION TWO (15 MARKS)

- a) List four types of keys found on a computer keyboard, giving an example of each (8 marks)
- b) State five factors which you would consider when selecting computer hardware for an organization (5 marks)
- c) It is important to carefully study a warranty before committing yourself by signing it? List down three issues to understand about warrants (2 marks)

QUESTION THREE (15 MARKS)

- a) State and explain any five formatting features available in M/S word (5marks)
- b) Explain any five application areas of spreadsheets (5marks)
- c) Describe five factors contributing to internet access and growth in Kenya (5marks)

QUESTION FOUR (15 MARKS)

- a) Describe the evolution of computers as they advance in technology, portability, performance and efficiency different generations of computers (10 marks)
- b) Define web browser, state any two web browsers (2 marks)
- c) Discuss the following word processing functions (3marks)
 - i. Formatting
 - ii. Editing