Name:_____   Index No_____ /_____

1920/102A
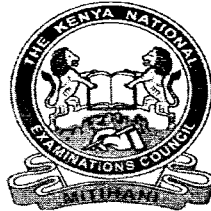COMPUTER APPLICATIONS I   Candidate's Signature:_____
November 2015
Time: 1 hour   Date:_____

THE KENYA NATIONAL EXAMINATIONS COUNCIL

CRAFT CERTIFICATE IN INFORMATION TECHNOLOGY

MODULE I

COMPUTER APPLICATIONS I

1 hour

INSTRUCTIONS TO CANDIDATES:
*Write your **name** and **index** number in the spaces provided above.*
***Sign** and write the **date of examination** in the spaces provided above.*
This paper consists of TEN questions.
Answer ALL the questions in the spaces provided on the question paper.
*Candidates should answer the questions in **English**.*

For Examiner's Use Only

Question	1	2	3	4	5	6	7	8	9	10	TOTAL SCORES
Candidate's Score											

This paper consists of 4 printed pages.

Candidates should check the question paper to ascertain that all the
pages are printed as indicated and that no questions are missing.

Turn over

1. State **four** text wrap options that one may apply on graphics inserted on a word processing document. (4 marks)

2. Edith prepared a presentation with slide transition timings enabled. Explain **two** reasons for this. (4 marks)

3. Distinguish between a *form* and a *report* as used in databases. (4 marks)

4. Outline **four** characteristics of a relational database. (4 marks)

5. A company with several branches opted to use *teleconferencing technology* to conduct meetings of employees in all the branches. Explain **two** benefits that the company would achieve from this approach. (4 marks)

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6. The following is an extract from a spreadsheet program used to determine the mean and remark of scores obtained in CAT1 and CAT2 tests. Use it to answer the question that follows.

	A	B		C	D
1		Each CAT Out Of 30			
2	NAMES	CAT1	CAT2	AVERAGE	REMARK
3	Ann	17	16	16.5	FAIL
4	Ruth	24	22	23	PASS
5	Collins	17	19	18	PASS
6	Doris	18	15	16.5	FAIL

A remark of "*Pass*" is assigned to a student who obtains an average of 17 and above and "*Fail*" if otherwise. State formulae that would be used to determine;

(a) the mean for Ann; (2 marks)

_____

_____

(b) remark for Ann. (2 marks)

_____

_____

7. Marion, a computer laboratory technician opted to install software with graphical user interface. Describe **two** components of the software that will make the user to efficiently interact with it.

(4 marks)

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8. A company prefers to use a system that is managed and controlled by a computer rather than a human being. Explain **two** reasons for this preference. (4 marks)

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9. Explain **two** benefits of using _blue tooth technology_ in data communication. (4 marks)

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10. Kalingo company has opted to use an in-house developed payroll system. Explain **two** benefits that company may derive from this. (4 marks)

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