Name...Adm No...................... Class ....

ALLIANCE HIGH SCHOOL

FORM 3 COMPUTER STUDIES END OF TERM 1 2016
2 Hours

Instructions to candidates:
Write your **Name, Class** and **School Number** in spaces provided **above**.
Answer ALL the questions.
All answers should be written in the spaces provided on the question paper.

1. State **two** functions of the Control Unit of a computer [2]

2. a) Differentiate between hardware and software portability [2]

    b) State **two** advantages of CD-ROM over magnetic disks [2]

3. One way in which an organization enforces security of its computer systems is by restricting the use of removable media such as floppy disk and flash memories. Give **two** reasons for this [2]
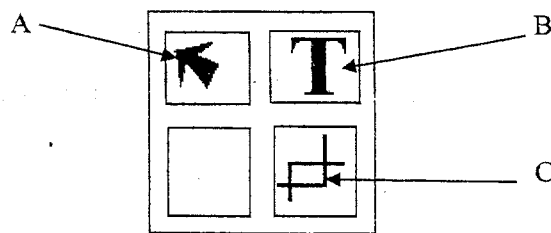
4. Define the term 'Disk initialization' [1]

5. When purchasing a computer, the clock speed, RAM speed, hard disk size, and monitor size are often quoted. State the unit for measuring: [4]
    (a) Clock speed

    (b) RAM size

    (c) Hard disk size

    (d) Monitor size

6. Name **three** types of graphics used in a word processor [3]

7. A student saved a document in a diskette. Later on the student found that the diskette could not open and therefore the work got lost. Give **three** precaution the student should have taken to ensure the work was not lost [3]

8. Differentiate between relative cell referencing and absolute cell referencing [2]

9. State **three** properties of a system [3]

10. With reference to word processing, describe the term: [2]
    (a) superscript

    (b) section breaks

11. Explain the **three** ways used to classify operating systems [3]

12. What is the meaning of the following as used in word-processing: [2]
   i) Word wrap

   ii) Drop caps

12. The figure below is a toolbar for a DPT package

State the functions of the tools labeled A, B and C [3]
A:

B:

C:

13. (a) What is meant by disk defragmentation? [1]

   (b) State the purpose of disk defragmentation [1]

14. a) Describe any **three** mouse techniques/skills. [3]

b) List **four** key groupings on a computer keyboard citing two examples in each. [4]

c) Name and explain the function of the following key symbols.
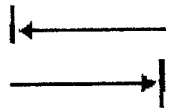
i)

[2]

ii)

[2]

iii)

[2]

15. Define the term electronic spreadsheet.   [1]

b) Explain the following terms as used in Ms Excel spread sheet package.   [3]
i) Range

ii) What if analysis

iii) Automatic recalculation

c) Describe data series, axis and legends as used in spreadsheet charts.   [3]

i) Data Series

ii) Axis

iii) Legend

iv) Distinguish between a worksheet and workbook.   [2]

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16. Jane has noticed the following problems in her computer:

- it is taking longer time to start up;
- it is often hanging;
- applications are taking longer to load.

State three possible causes of these problems and how they can be solved. [3]

17. One of the functions of an operating system is **memory management**. Explain **three** ways the operating system manages the computer memory. [2]

18(a) Describe **three** different ways a computer may store negative numbers. [3]

(b). Use the two's complement to solve the following which is in decimal. [2]
$69_{10} - 21_{10}$

ii) Convert the following hexadecimal number $25A_{16}$ to Decimal, Binary and Octal [4]

c) Bit patterns can be interpreted in a number of different ways. A computer word contains the bit pattern 0011 0110.

What is its decimal value if it represents:
(i) a pure binary integer   [1]

(ii) a BCD ?   [1]

d) Give **one** advantage of BCD over pure binary.   [1]

e) Give the acronym name for the following   [3]

    i)   BCD

    ii)   ASCII

    iii)   EBCDIC

19. Describe **four** advantages of database systems.   [4]

b) Describe **four** features that are to be found in a standard database management system (DBMS).   [4]

c) List **four** disadvantages of databases   [4]

d) List **four** characteristics of systems   [4]

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