GATITU SECONDARY SCHOOL

COMPUTER EXAMINATIONS 2015 MID TERM EXAMS OF TERM 1 F2

ADM:…………………. NAME: …………………………………………………………………………………………………….CLASS:……

1. Why must the operating system be installed in the computer before installing any other software? (2mk)

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1. Explain the importance of the following disk management practices (3mks)
	1. Formatting a disk

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* 1. Disk partitioning

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* 1. Defragmentation

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1. Explain the importance of backing up data (2mks)

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1. Distinguish between copying and moving text and objects in word processing (2mks)

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1. Define the following terms as used in computer (2mks)
	1. File

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* 1. Folder

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1. State any five functions of the operating system (10mks)

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1. Write the following abbreviations in full (5mks)
	1. CPU\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	2. ALU\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	3. CU\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	4. ROM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	5. RAM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. State five advantages of standard software over in house developed programs (5mks)

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1. Give two reasons why USB cables are preferred in computer interfacing compared to serial cables (2mks)

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1. Underline the odd one out (5mks)
	1. 1. Floppy disk
		2. Hard disk
		3. Compact disk
		4. Zip disk
	2. 1. Laptop
		2. Super computer
		3. Desktop
		4. Mini computer
	3. 1. Keyboard
		2. Screen
		3. Mouse
		4. Scanner
	4. 1. Desk jet
		2. Laser jet
		3. Dot matrix
		4. Thermal printer
	5. 1. Digital
		2. Dedicated
		3. Analogue
		4. Hybrid
2. List the two types of editing modes (2mks)

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1. Define the following terms as used with word processors (4mks)
	1. Format

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* 1. Edit

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* 1. Delete

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* 1. Save

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1. Which tool can be used to collect spelling and grammar mistakes in a word processor? (1mk)

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1. What are these combinations of keys used for in ms word processing? (5MKS)
	1. CTRL+Z=\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	2. CTRL+X=\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	3. CTRL+C=\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	4. CTRL+V=\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	5. CTRL+Y=\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_