**NAME………………………………………………..CLASS……..ADMNO……….**

**COMPUTER STUDIES**

**FORM THREE END TERM 2 - 2021**

1. State the two functions of the control unit. (2 marks)

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2. Explain four reasons which make microcomputers suitable for personal computing work. (2 marks)

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3. State the functions of the following keyboard key combinations. (3mks)

a) CTRL + ESC:

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b) ALT + F4:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

c) CTRL + ALT + DEL:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4.  Mambo Leo the CEO of Chai tea factory wishes to computerise activities in the factory. He asked his system analyst to advise him on the areas that needed to be computerised. State three reasons why an organisation may opt to develop a new information system. (3mks)

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5. a) Give a reason for enforcing referential integrity. (1mk)

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b) List two main characteristics of a primary key. (2mks)

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6.  List any four types of computer crimes. (2mks)

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7. Most supermarkets use bar codes extensively, explain two reasons why this is the case. (2mks)

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7. List any two examples of publications designed using DTP software. (1mk)

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8. a) Explain how a computer system can be protected from intruders. (2mks)

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b) State any two laws governing protection of information. (2mks)

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9.a) What is the meaning of graphics as used in word processing? (1mk)

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b) Give two sources of graphics in the computer. (2mks)

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10. State the cursor action when the following keyboard keys are pressed. (4mks)

i. Delete key

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ii. Insert key

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

iii. Pgup (page up) key

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

iv. Pgdn (page down) key

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

11. a) What is a search engine? (1mk)*.*

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b) Give four examples of search engines you know. (2mks)

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12. a) Define the following terms as used in a worksheet. (2mks)

i) Columns

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ii) Rows

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b) Distinguish between absolute cell reference and relative cell reference (2mks) Relative Referencing

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Absolute referencing;

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

13. a) State two data processing file. (1mk)

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b) Explain any one file named above in a). (2mks)

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15. Give one reason to the growth of communication industry in Kenya. (1mk)

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16. (a) (i) Outline chronologically the 6 stages of program development life cycle. (6mks)

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b) State and explain the 2 main errors made during program development. (2mks)

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C) Study the pseudo-code below and draw a flowchart from it. (7mks)

*START*

*PRINT ENTER CAR NUMBER*

*INPUT CAR NUMBER*

*PRINT ENTER NUMBER OF DAYS*

*INPUT NUMBER OF DAYS*

*IF NUMBEROFDAYS>=7 THEN*

*AMOUNT=(NUMBER OF DAYS X 2500) – (NUMBER OF DAYS X 2500) \* 25%*

*ELSE*

*AMOUNT=NUMBER OF DAYS \* 2500*

*END IF*

*DISPLAY CAR NUMBER, NUMBER OF DAYS, AMOUNT*

*STOP*

17. a) Explain three parameters that determines the magnitude of a number . (6mks)

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b) Using two’s complement, show how the arithmetic below would be carried out on a 8 - bit computer system. (+54) - (+29) (5mks)

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c) State and explain any two strategies that may be employed to mitigate threats to data integrity. (4mks)

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 18. a) What is the meaning of integrated software? (2mks)

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b) State and explain three advantages of using robots to perform tasks. (6mks)

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 c) Differentiate between toggle keys and home row of the keyboard giving examples: (4mks)

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d) What is proofreading? Give an example of proofreading tools used in word processors. (3mks)

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19. a) Distinguish between a computer drive and computer driver. (2mks)

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1. State any four factors to consider when selecting an operating system. (4mks)

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1. Explain any four factors that dictate how the operating system organizes data in a computer.

*(4mks)*

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1. Define the term file in relation to the operating system. (2mks)

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1. The operating system stores details of a file for easy identification and retrieval of files. Explain any three file details the operating system uses to search and identify a file. (3mks)

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