

PAN AFRICA CHRISTIAN UNIVERSITY

CERTIFICATE IN INFORMATION AND COMMUNICATION TECHNOLOGY

END OF SEMESTER EXAMINATION

DEPARTMENT: COMPUTING AND INFORMATION TECHNOLOGY
COURSE CODE: CICT 0112
COURSE TITLE: INTRODUCTION TO COMPUTER APPLICATIONS
CAMPUS: ROYSAMBU
EXAM DATE: WEDNESDAY, 3RD APRIL 2024
TIME: 11:00 AM - 14:00 PM

INSTRUCTIONS

- This exam script has **TWO (2)** sections.
- Read all questions carefully before attempting.
- Answer All questions in Section **A** and any other Three questions in Section **B**.
- Write only your **student number** on the answer booklet provided.

SECTION A

(Answer ALL questions in this section)

Question 1:

a) Define the following terms: **[4 marks]**

- i. Computer
- ii. Operating system
- iii. System software
- iv. Application software

b) PAC University connected their computers to the internet. Explain three benefits that the institution may realize by using the internet for communication. **[6 marks]**

SECTION B

(Answer any THREE (3) questions in this section)

Question 2:

a) Describe how you would carry out mail merging. **[4 marks]**

b) Distinguish between slide transition and slide animation as used in MS PowerPoint. **[4 marks]**

c) Differentiate between status bar and a task bar in a windows environment. **[2 marks]**

Question 3:

a) Distinguish between relative and absolute referencing in MS Excel. **[2 Marks]**

b) Define the term 'cell' as used in MS Excel. **[1 mark]**

c) Use the following Excel spreadsheet to answer the questions that follow:

C12				
	A	B	C	D
1	Subject	Score	Remarks	
2	Introductory English	79		
3	Introduction to Programming	81		
4	Elementary Mathematics	66		
5	Operating Systems	69		
6	Web Development	89		
7	Total Score			
8	Average Score			
9				
10				
11				
12				

- i. Write a function to calculate the total score. **[2 marks]**
- ii. In which cell would you write the above function? **[1 mark]**
- iii. Write a function that would calculate the average score. **[2 marks]**
- iv. Write a function to assign remarks based on the following: **[2 marks]**

"If the score is greater than 50 then it is a pass, otherwise it's a fail."

Question 4:

Discuss the pros and cons of computer use in the world today. **[10 marks]**

Question 5:

a) Name any three views available in PowerPoint. **[3 marks]**

b) Briefly explain the following features in Microsoft Publisher: **[3 marks]**

- i. Frame
- ii. Handles
- iii. Template

c) State and explain the two principal ways of connecting to the Internet. **[4 marks]**

Question 6:

a) Distinguish between database and desktop publishing software. **[2 marks]**

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b) Explain the following roles of Operating Systems. **[8 marks]**

- i. Memory management
- ii. Process management
- iii. CPU Scheduling
- iv.** File management

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