(Knowledge for Development)

KIBABII UNIVERSITY
(KIBU)

UNIVERSITY EXAMINATIONS
2017/2018 ACADEMIC YEAR

SUPPLEMENTARY/SPECIAL EXAMINATIONS
YEAR ONE SEMESTER ONE EXAMINATIONS

FOR THE DIPLOMA IN
INFORMATION TECHNOLOGY

COURSE CODE : DIT 055
COURSE TITLE : DESKTOP PUBLISHING

DATE: 17/10/2018   TIME: 9:00 A.M – 11:00 A.M.

INSTRUCTIONS TO CANDIDATES

ANSWER QUESTIONS ONE AND ANY OTHER TWO.

QUESTION ONE (COMPULSARY) [24 MARKS]

a) Define the following terms as used in desktop publishing? [2Mks]

    i.   Publishing

    ii.   Desktop publishing

b) Discuss three functions of desktop publishing software. [6Mks]

c) Between Word Processors and Desktop Publishing, giving reason explain which software you would use in publishing projects? [6Mks]

d) There are various desktop publishing software in use today. These software can be categorized into two main categories. Discuss these categories while giving suitable examples in each case. [4Mks]

e) Elucidate various examples of publications designed using DTPs? [4Mks]

f) What are advantages of current methods of publishing over traditional methods? [2Mks]

QUESTION TWO [18 MARKS]

a) Differentiate between the pasteboard and printable page as used in PageMaker. [2Mks]

b) PageMaker is one of the most widely used desktop publishing software because of its features. Discuss this features. [8Mks]

c) Toolbox in PageMaker offers several functionalities. Explain how this is achieved using several tools found in it. [8Mks]

QUESTION THREE [18 MARKS]

a) PageMaker offers several ways of manipulating text. Explain two strategies used in manipulating text. [4Mks]

b) Differentiate between *fill* and *stroke* as used in PageMaker. [2Mks]

c) How is *Fill and Stroke applied in PageMaker?* [4Mks]

d) Adobe PageMaker offers the user rulers. Explain the two types of rulers and their purpose in the publication process. [4Mks]

e) Editing is the process of making changes to a publication. How is this achieved in adobe PageMaker. [4Mks]

QUESTION FOUR [18 MARKS]

a) Define the term *formatting*? [2Mks]

b) Formatting text is made possible using the control palette. Explain various tools found within the palette that helps in editing text. [8Mks]

c) Explain various options that exist as far as changing text case is concerned. [4Mks]

d) What is Drop cap and when is it used? [4Mks]

QUESTION FIVE [18 MARKS]

a) Indents and tabs are powerful tools for positioning text. Explain the difference between them. [2Mks]

b) How does page numbering improve a publication? [6Mks]

c) Differentiate between *Tracking* and *Kerning* [4Mks]

d) Explain ways of making an object appealing and more informative to the readers? [6Mks]