



(Knowledge for Development)

**KIBABII UNIVERSITY
(KIBU)**

**UNIVERSITY EXAMINATIONS
2021/2022 ACADEMIC YEAR**

**SPECIAL/SUPPLEMENTARY EXAMINATIONS
YEAR ONE SEMESTER ONE EXAMINATIONS
FOR THE CERTIFICATE IN
CRIMINOLOGY/SOCIAL WORK**

COURSE CODE : CCR/csw004
COURSE TITLE : COMPUTER APPLICATIONS

DATE: 20/07/2022 **TIME: 02.00 P.M – 04.00 P.M**

INSTRUCTIONS TO CANDIDATE

ANSWER QUESTION ONE AND ANY OTHER TWO

QUESTION ONE (COMPULSORY) [24 MARKS]

- a) Define the following terms; [6marks]
- i. System unit
 - ii. Computer
 - iii. Data
- b) Differentiate between hard copy and soft copy citing examples of each [4marks]
- c) Highlight four disadvantages of computers [4marks]
- d) Explain any THREE areas the internet has been used [6marks]
- e) Name any two input devices and any two output devices [4marks]

QUESTION TWO [18 MARKS]

- a) A computer performs three operations. Outline the operations in sequence. [3Marks]
- b) Distinguish between sorting and filtering as used in spreadsheet programs [4Marks]
- c) Outline the types of Networks depending on geographical location. [6 Marks]
- d) Text can be aligned in different ways to improve the appearance of a document. State two different kinds of paragraph alignment and for each give an example of its use [5marks]

QUESTION THREE [18 MARKS]

- a) Highlight four health hazards associated with the use of computers in an organization [4marks]
- b) Explain basic email address format using example [6marks]
- c) What is a Desktop? [2marks]
- d) Differentiate between: - [6 Marks]
- i. Data and information
 - ii. Input and output devices
 - iii. Spell-check and Thesaurus

QUESTION FOUR [18 marks]

- a) Distinguish between sorting and filtering as used in spreadsheet programs [8marks]
- b) Give five symptoms of computer viruses [5marks]
- c) Describe any five fields in which computer knowledge is applied [5marks]

QUESTION FIVE [18 MARKS]

- a) Briefly explain any four characteristics of computers. [4marks]
- b) Describe any three types of network topologies [6marks]
- c) Explain how you can advise one on choosing the right internet service provider [8marks]