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

**COMPUTER STUDIES**

**FORM TWO END TERM 3 EXAMINATION-2022**

1. Name **three** major components of a computer system. (3 marks)

1. John saw the following symbols at the back of his system unit. What do the symbols represent?

 (2 marks)

**A**

**B**

**A**

**B**

1. List down any **four** advantages of using computers as tools of problem solving. (2marks)

1. Since the invention of the first generation of digital computers, much advancement has been realized in the sector of information and technology. Explain **two** characteristics which have been improved from the first generation to the modern computers. (4 marks)

1. (a) Name two ways of classifying computer software. (2 marks)

 *(b)* Outline any two functions of operating system software. (2 marks)

1. Give **two** ways of classifying operating systems. (2 Marks)

1. a)What are toggle keys (1 mark)

 b) Give two examples of toggle keys. (1 mark)

1. a) What is a computer virus? (1 Mark)

 b) Give **two** names of common computer viruses. (2 Marks)

 c) State **two** security measures which should be observed to safeguard data against computer viruses. (2 Marks)

1. Name **two** special purpose memories found either found inside or outside the microprocessor hence explain what each of them does. (2marks)

1. Describe **three** facilities or ways of ensuring proper ventilation in a computer laboratory. (3 Marks)

1. Computers can store data using three ways namely electronically, magnetically and optically. Give **two** examples of storage devices in each method: (2 marks)

 (i) Magnetically

 (ii) Optically

1. (a) Define the term firmware. (1 mark)

 (b) Describe any **two** examples of utility programs. (2 marks)

1. List down **two** uses of UPS in a computer laboratory. (2 marks)

1. Describe the **two** methods of computer booting. (2 marks)

15. a) Explain the use of any two buttons found in a Spell-check dialog box. (2 marks)

 b) Suggest the importance of the following features in the document preparation. (4 marks)

i)Thesaurus................................................................................................................................................................................................................................................................................................................................................

ii) Spellcheckers.

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(c) Using the text below, identify any five Word Processing formats that have been applied. State and define each feature briefly (5 marks)

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icrosoft Office Word 2007 helps you produce **professional – looking** documents by providing a comprehensive set of tools for creating and formatting your document in a new interface. Rich review, *commenting*, and comparison capabilities help you quickly fetch H20 and manage feedback from colleagues.

16. (a) Describe **five** features available in most word processing applications. (5 marks)

 (b) Explain the following terms as used in word processing: (3 marks)

 (i) Word wrap

 (ii) insert mode

 (iii) type over mode

 (c) What is a document password? (2 marks)

 (d) Outline **five** formats that can be applied to a paragraph in a word processing document. (5Marks)

e) State the function of the following keyboard short cut keys (3Marks)

1. CTRL+S…………………………………………………………………………
2. CTRL+V…………………………………………………………………………
3. CTRL+X……………………………………………………………………………
4. CTRL+F…………………………………………………………………………….
5. ALT+F4………………………………………………………………………………
6. CTRL+H……………………………………………………………………………….

17. a) i) Give one advantage of using GUI over command Line Interface. (1 mark)

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ii) Some computer systems still use command line interfaces. State **TWO** advantages of command line interface. (2 marks)

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b) i) List four devices that are needed in order to listen to music from a computer system. (2 marks)

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ii) What is LED in reference to softcopy output devices? (2 marks)

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 c) i) Outline **THREE** precautions one should take when assembling a computer. (3 marks)

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 ii) Give the **THREE** contents of a good warranty. (3 marks)

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 d) Distinguish between serial and parallel communication ports of a computer. (2 marks)

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18. a) Mr. Matano is a teacher at Kamangu High School and wishes to use MS-Excel to process the marks obtained by his students during the term. The table below shows the details entered in the Ms-Excel worksheet.

 

 i) Write a logical function that display PASSED when the total marks is greater than 70% marks otherwise display FAIL. (3mks)

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 ii) Write a function that RANKs the students according to their total performance. (5mks)

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 iii) Write a function that displays the GRADE, using the following grading system: (5mks)

 80..100 - A

 60..79 - B

 40..59 - C

 0..39 - E

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 iv) The formula =COUNTIF (F2:F7,”>=50”) was entered at cell F9. Write down the value that was displayed. (2mks)

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 v) Write down the formula that would be entered at cell C9 to sum the values in column C whose values are greater or equal to 10. (3mks)

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