



PAN AFRICA CHRISTIAN UNIVERSITY

(DIPLOMA IN INFORMATION COMMUNICATION TECHNOLOGY)

END OF TERM EXAMINATION

DEPARTMENT: COMPUTING & INFORMATION TECHNOLOGY

COURSE CODE: CICT 0112/DICT0112

CAMPUS: ROYSAMBU

COURSE TITLE: INTRODUCTION TO COMPUTER APPLICATIONS

EXAM DATE: MONDAY, (TH APRIL 2023)

TIME: START HOUR – END 11:00AM- 02:00PM

INSTRUCTIONS

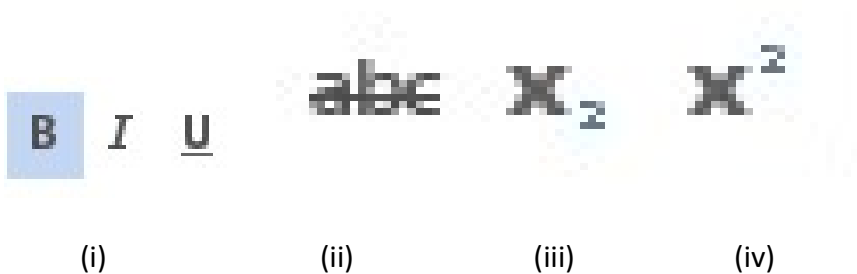
- This exam script has **TWO (2)** sections.
- Read all questions carefully before attempting.
- Answer ALL questions in Section **A** and any other **THREE** questions in Section **B**.

SECTION A

(Answer ALL questions in this section)

Question 1:

- a. Figure below shows features on a word processing application toolbar. Use it to answer the question that follows



Outline the functions of each of the following features labelled (i), (ii), (iii) and (iv)

[4

Marks]

- b. The number 3421.4457 was entered in a cell G20 in a spreadsheet program. Four formulas shown below referring to the data were entered in separate cells. Indicate the output from each formula
- i. =ROUND(G20,0) **[1 Mark]**
 - ii. =ROUNDUP(G20,0) **[1 Mark]**
 - iii. =ROUND(G20,2) **[1 Mark]**
- c. Explain the circumstances under which each of the following functions would be used in a worksheet
- i. COUNTIF **[1 Mark]**
 - ii. SUMIF **[1 Mark]**
 - iii. MAX **[1 Mark]**

SECTION B

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

Question 2:

Table below is an extract from a spreadsheet worksheet. Use it to answer the questions that follow

	A	B	C	D	E	F
1	S/NO	Item Number	Item Name	Quantity	Price	Remark
2	1	M001	Mangoes	200	10	
3	2	P002	Pineapples	50	50	
4	3	L003	Lemons	600	5	
5	4	P004	pears	1000	10	

Use cell addresses only

- a. Write a function that would be used to calculate the number of products whose quantity is less than 100 **[3 Marks]**
- b. Write a function that would be used to display the correct remark for item named mangoes given that:
 - i. Quantity is less or equal to 50 remark is “re-order”
 - ii. Quantity is less or equal to 100 remark is “OK”
 - iii. Quantity is greater than 100 remark is “overstocked” **[3 Marks]**
- c. Outline four objects used in a database program. **[4 Marks]**

Question 2:

- a. Giving examples describe two types of computer application software. **[4 Marks]**
- b. Andrew, a teacher at Kabete Technical Institute would like to rearrange the slides in a presentation document. Outline the procedure he would use to achieve this objective. **[2 Marks]**

- c. Discuss the circumstance that would require the usage of the below features. **[4 Marks]**

Marks]

- i. Indenting
- ii. Cell merge
- iii. Text wrapping
- iv. hyperlink

Question 4:

- a. You happened to right-click on a word that had been underlined with a red wavy line. List three options that are likely to be displayed on the resulting popup menu

[3

Marks]

- b. Job used a presentation program to prepare slides for a lecture he intends to give to second-year students. Justifying your answer, outline four reasons that prompted him to choose this program

[4 Marks]

- c. With the aid of a relevant example, explain the term many to many relationships as applied in a database management system

[3 Marks]

Question 5:

- a. Outline the reasons why organizations prefer the use of electronic mail for communication

[2 Marks]

- b. Explain two circumstances that would necessitate the use of templates while creating slides in a presentation program

[2 Marks]

- c. Outline two functions of forms in a database file

[2 Marks]

- d. Below are features used in a PowerPoint presentation. Discuss their functions

[4

Marks]

i. Placeholders

ii. Navigation Pane

Question 6:

- a. Differentiate between each of the following cell references as used in a spreadsheet program

i. G25 and \$G25

[2 Marks]

ii. G\$25 and \$G\$25

[2 Marks]

- b. The image below shows a front page of a newspaper. Identify any six features that have been used in the creation of the page

[6 Marks]



THE END