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MAIN EXAMINATION

AUGUST – DECEMBER 2016 TRIMESTER

FACULTY OF SCIENCE

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE

REGULAR PROGRAMME

LIS 105: COMPUTER APPLICATIONS IN INFORMATION ORGANIZATIONS

Date: DECEMBER 2016	**Duration: 2 Hours**
INSTRUCTIONS: Answer Question ONE and any other TWO Questions	

Q1. a) Identify and briefly explain any FOUR feature/characteristics associated with a good working computer. **(8 marks)**

b) Define/explain the following terms as used in information technology.
   i) Hardware **(2 marks)**
   ii) Software **(2 marks)**
   iii) Peripheral device **(2 marks)**
   iv) Byte **(2 marks)**

c) Differentiate between main memory and auxiliary memory of a computer. **(4 marks)**

d) Many computer users have been noticed to prefer using package software as compared to tailor made systems. Explain why this is so. **(10 marks)**

Q2. a) Identify and briefly explain the main features associated with a spreadsheet program. **(10 marks)**

b) In reference to an opened Ms-Excel program window, explain the following terms:
   i) Active Cell **(2 marks)**
   ii) Worksheet **(2 marks)**
   iii) Workbook **(2 marks)**
   iv) Namebox **(2 marks)**

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v) Cell address **(2 marks)**

Q3. a) Identify and briefly explain any FOUR functions of operating system software. **(10 marks)**

b) Many computer users have been noted to prefer using graphical user based operation systems. Explain why this is so. **(10marks)**

Q4. a) Define the term internet. **(4 marks)**

b) Identify and briefly explain any FOUR application areas of the internet technology. **(8 marks)**

c) Identify and briefly explain any FOUR advantages associated with e-mail management software. **(8 marks)**

Q5. a) Identify and briefly explain the FOUR main activities associated with word processing function. **(8 marks)**

b) List any TWO common professional word processing programs in the market today. **(4 marks)**

c) Identify and briefly explain the advantages with computer based word processing as compared to using a typewriter. **(10 marks)**

END

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