



THE CATHOLIC UNIVERSITY OF EASTERN AFRICA

A. M. E. C. E. A

MAIN EXAMINATION

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AUGUST – DECEMBER 2018 TRIMESTER

FACULTY OF SCIENCE

DEPARTMENT OF COMPUTER AND LIBRARY SCIENCE

REGULAR PROGRAMME

DIT 019: DESKTOP PUBLISHING

Date: DECEMBER 2018

Duration: 2 Hours

INSTRUCTIONS: Answer Question ONE and any other TWO Questions

- Q1. a) State and explain three features of a Desktop publishing Software **(6 Marks)**
- b) What does DTP Stand for? **(3 Marks)**
- c) Why is Desktop publishing more of an art than science? **(3 Marks)**
- d) Explain how you can draw a perfect circle using the circle tool. **(4 Marks)**
- e) What does the order command do in Microsoft publisher? **(3 Marks)**
- f) Which button do you select to move a arrowhead to the other end of the line? **(4 Marks)**
- g) What is Layout in Desktop Publishing? **(3 Marks)**
- h) Why is it difficult to have a standard procedure when designing publications? **(2 Marks)**
- i) How do you add a visible border to a text box? **(2 Marks)**

- Q2. a) How would a designer modify an object that is in a grouped object? **(3 Marks)**
- b) Is the arrow tool useful? Explain. **(3 Marks)**
- c) Explain the process of text wrapping around the object. **(2 Marks)**
- d) Explain the following terminologies in relation to desktop publishing. **(6 Marks)**
- i. Desktop Publishing
 - ii) Desktop Publisher
 - iii) Consistency
- e) Is white space important in desktop publishing? Explain your answer. **(4 Marks)**
- f) Give one good example of a typeface. **(2 Marks)**
- Q3. a) What is so unique for the master page layout to the designer? **(3 Marks)**
- b) Explain four Principles of a good design **(8 Marks)**
- c) Describe two ways of how you can move objects while designing using MS Publisher. **(2 marks)**
- d) Which menu option do you use to add graphics to your publisher document? **(2 marks)**
- e) Which command allows you to edit everything in your document at once? **(2Marks)**
- f) What is the keyboard shortcut to zoom in and out? **(1 marks)**
- g) It's not possible to type text directly into the publisher document. Give and explain one reason why this is it? **(2 Marks)**
- Q4. a) All of the following object formatting and text attributes (***Bold, Italic, Underline, ClipArt***) are included in the publisher except one. Which one is not? Explain your answer. **(4 Marks)**
- b) In which menu would you find the option to check your spelling **(2 Marks)**
- c) Explain the process of adding additional rows and columns after a table has been created. **(4 Marks)**

- d) What element can be added onto a master page layout to include a washed out image on the background of the publication. Give one example of how this can be applied. **(4 Marks)**
- e) It is advisable to resize graphics by the corners only. Explain. **(4 marks)**
- f) How can headers and footers be added to the publication? **(2 Marks)**
- Q5. a) What is alignment in desktop Publishing? Explain three different types of alignments one can use in publisher **(3 Marks)**
- b) What key do you hold down to rotate text or graphics? **(3 Marks)**
- c) Why should a table be used in Publisher? **(3 Marks)**
- d) What is WordArt used for? **(2 Marks)**
- e) How can you create a gradient fill? **(2 Marks)**
- f) Why is it not so good to use too much wordArt when designing document? **(2 Marks)**
- g) How many buttons do you need to press to do an Arrow? **(2 Marks)**
- h) A good image should be more than just decorative. Explain? **(1 Mark)**
- i) Give two examples of desktop publishing software. **(2 Marks)**

END