THE KENYA NATIONAL EXAMINATIONS COUNCIL

CRAFT CERTIFICATE IN INFORMATION TECHNOLOGY

MODULE I

COMPUTER APPLICATIONS I (THEORY)

Paper 1

1 hour

INSTRUCTIONS TO CANDIDATES

This paper consists of Ten questions.
Answer all the questions in the answer booklet provided.
Candidates should answer the questions in English.

This paper consists of 3 printed pages.

Candidates should check the question paper to ascertain that all the
pages are printed as indicated and that no questions are missing.

Turn over

1. Explain **two** advantages of the 1st generation programming language. (4 marks)

2. Differentiate between a *normal layout view* and *slide sorter view* as applied in a presentation program. (4 marks)

3. Explain how computer operating system performs each of the following functions:

   (a) process communication; (2 marks)

   (b) Input/output operations. (2 marks)

4. (a) State the type of database models for each of the following descriptions: (2 marks)

   (i) data is organised in two-dimensional tables and the relationship is maintained by storing a common field.

   (ii) data is organised more like a graph, and is allowed to have more than one parent node.

   (b) Outline the purpose of a foreign key in a database program. (2 marks)

5. Joy used the following features while creating documents using computer programs:

   (a) Word wrap;

   (b) Text wrap.

   Explain the function of each. (4 marks)

6. Master slides are used in preparation of presentations. Explain **two** advantages that are realized from the use of this feature. (4 marks)

7. Marion was advised to enhance network security by use of firewalls on her computer. Explain **two** reasons for this advice. (4 marks)

8. A student would like to enter numbers in a worksheet he created. Outline **four** category of number he is likely to use in the worksheet. (4 marks)

9. A technical institute connected their computers to the Internet. Explain **two** negative effects this connection would have. (4 marks)

10. Figure 1 was created using a word processing program. Use it to answer the question that follows.
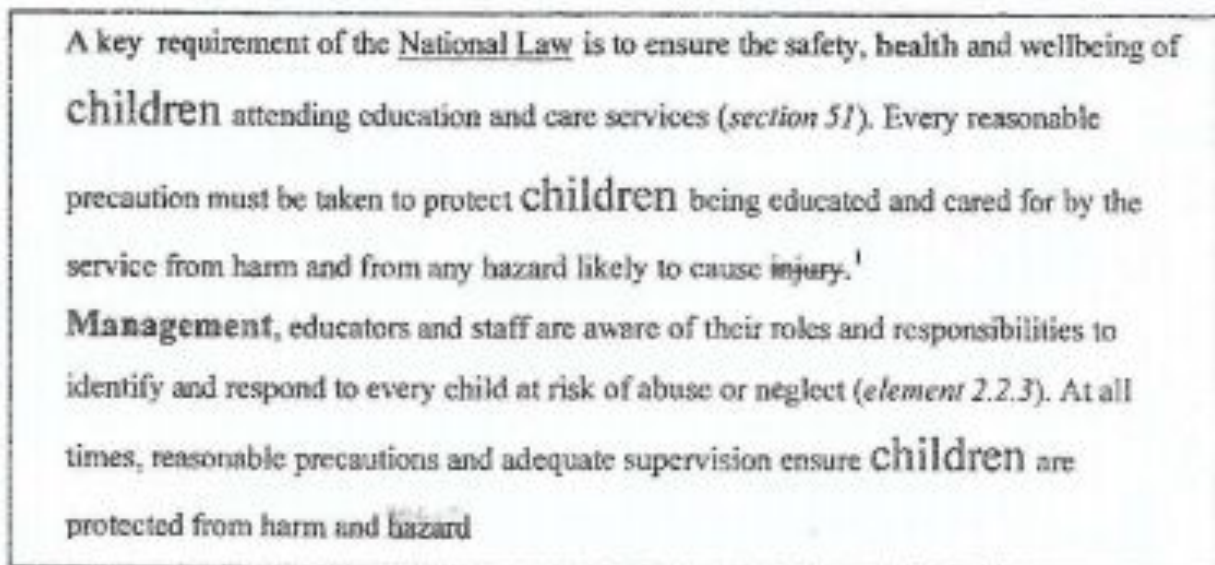
A key requirement of the National Law is to ensure the safety, health and wellbeing of children attending education and care services (*section 51*). Every reasonable precaution must be taken to protect children being educated and cared for by the service from harm and from any hazard likely to cause injury.[1]

Management, educators and staff are aware of their roles and responsibilities to identify and respond to every child at risk of abuse or neglect (*element 2.2.3*). At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard

Figure 1

Identify eight font formats that have been applied on the text.   (4 marks)

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