

SECTION A: ICT (60 marks)

Answer any SIX questions in this section.

1. (a) Describe the following storage media, giving suitable examples in each case:
- (i) magnetic tape;
 - (ii) optical disk
- (2 marks)
- (b) (i) Mr. Kimy is a librarian and needs to store data for quick retrieval.
Advise Mr. Kimy on the best technological storage device to use between optical disks and magnetic tapes. (1 mark)
- (ii) Explain sequential access as applied in magnetic tapes. (1 mark)
- (c) Explain the steps used in adding music to a slide in the power point presentation. (2 marks)
- (d) Distinguish between the following terms as used in the internet:
- (i) World Wide Web and Uniform Resource Locator;
 - (ii) Hyper text Mark up Language and Standard General Markup Language.
- (4 marks)
2. (a) Describe the following storage devices as applied in computers:
- (i) CD-ROM;
 - (ii) CD-RW;
 - (iii) USB Flash Drive.
- (3 marks)
- (b) (i) Explain **two** advantages of using a word processor over a manual typewriter system to prepare a report. (1 mark)
- (ii) Explain the term thesaurus as used in word processing. (1 mark)

- (c) Table 1 shows a part of a database. Use it to answer the questions that follow:-

Table 1

Forename	Surname	Weekly Income (£)	Date
Andrew	Johnstone	350	12-08-2011
Dean	More	345	15-06-2000
Callum	Park	223	16-03-2006
Alistair A.	Clark	185	23-01-2008
Alistair A.	Swanson	185	23-01-2008

- (i) Suggest the data type for each field shown in the database. (1 mark)
- (ii) Name the primary key for the database giving a reason (1 mark)
- (iii) Explain how the database given was sorted (1 mark)
- (d) Explain the following concepts as applied in computer hardware:-
- (i) voice recognition; (1 mark)
- (ii) touch screen. (1 mark)
3. (a) Figure 1 shows a Microsoft Excel worksheet. Explain the function of each item labelled I to IV. (2 marks)

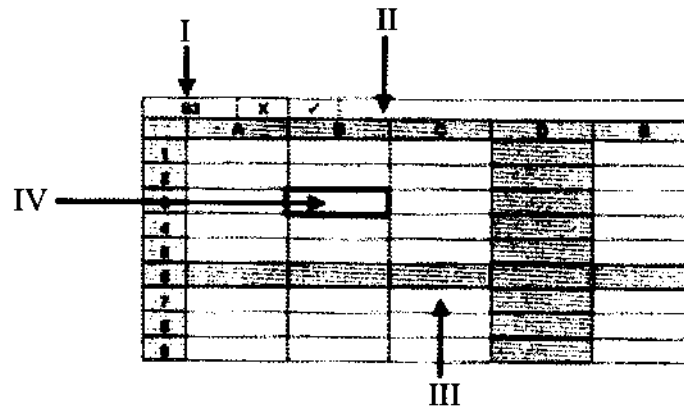


Figure 1

- (b) Table 2 shows an extract of data from a spreadsheet program showing the daily sales in a supermarket. Use it to answer the questions that follow:-

Table 2

	A	B	C	D	E	F
1	ITEM	CODE	NUMBER	SELLING PRICE (PER UNIT)	BUYING PRICE (PER UNIT)	PROFIT
2	Computer	C01	5	2500	1800	
3	Photocopy	P02	16	700	500	
4	Modem	M01	11	800	400	
5	Cables	C04	15	700	320	
6	Tables	TA1	20	750	450	
7	Total					

Using cell addresses only write a formula that would be used to calculate:-

- (i) the profit for each item; (1 mark)
- (ii) the commission given 10% of profit for each item; (1 mark)
- (iii) explain the best technique to present sales for computer only. (1 mark)
- (c) (i) Interpret the given DOS command `FORMAT d: /s /u` (1 mark)
- (ii) Write a DOS command that copies all files on C: to the disk in B: and verifies the information as it is being written. (1 mark)
- (d) Explain each of the following as used in computer software giving suitable examples in each case:
- (i) platform software; (1 mark)
- (ii) application software; (1 mark)
- (iii) user-written software. (1 mark)

4. (a) Figure 2 shows typical chart in a spreadsheet. Use it to answer the questions that follow:-

- (i) Explain the function of each component labelled I to IV. (4 marks)

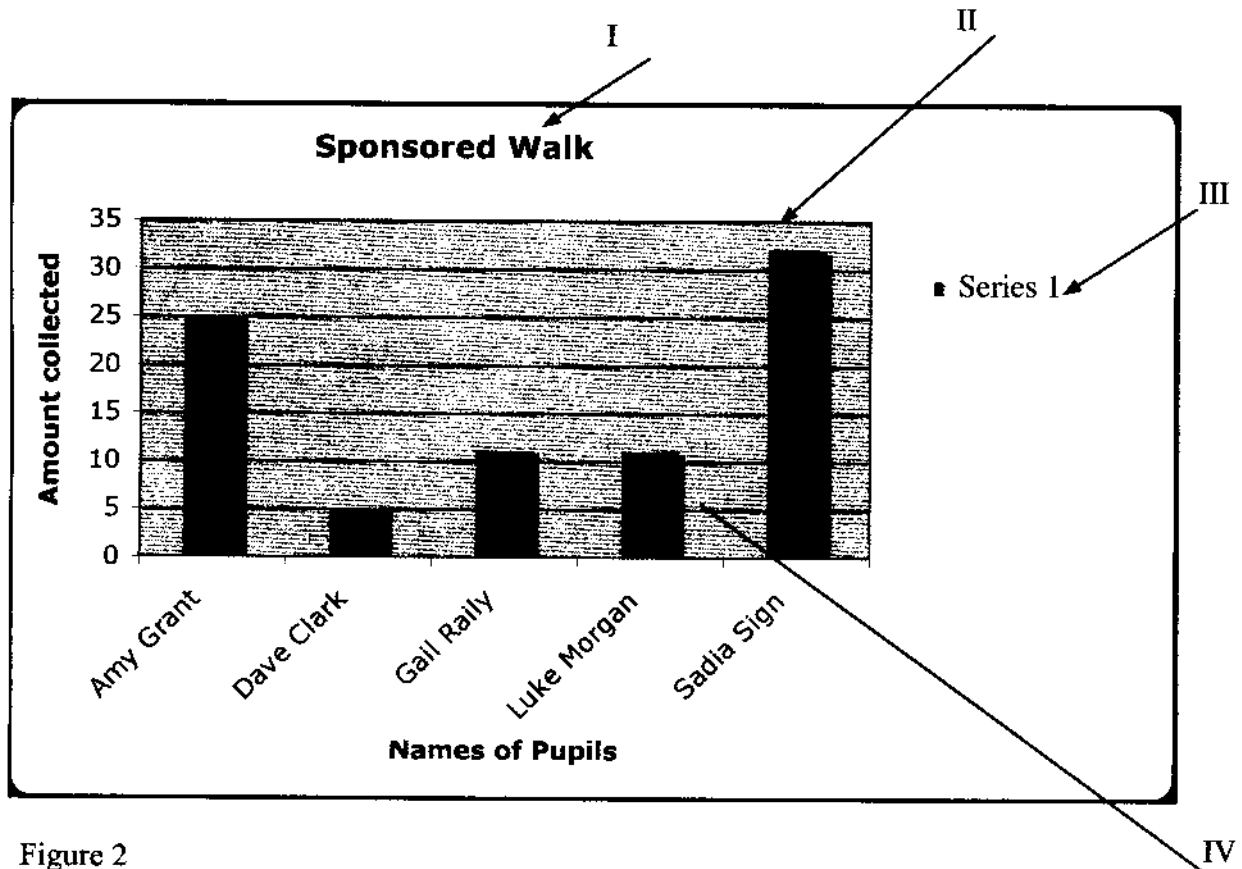


Figure 2

- (ii) Explain the absolute cell address as used in Spreadsheets. (1 mark)
- (b) With aid of sketches describe the function of the following icons:-
- (i) undo; (1 mark)
- (ii) properties; (1 mark)
- (iii) UP. (1 mark)
- (c) (i) Write a windows command to create a new folder in the current window. (1 mark)
- (ii) Outline **two** advantages of using windows interface. (1 mark)
5. (a) Rural Kenya had been lagging behind for a long time in technology. Recently the Introduction of ICT resulted in tremendous growth of economic activities. Explain **five** contributions of ICT in 'bridging the digital divide gap' in rural Kenya. (3 marks)

- (b) Mr. Kamau has expanded his company and would like to introduce computer networks in the organization to serve his ten employees in different offices within the same block.
- (i) List **four** components that he may require. (2 marks)
 - (ii) With the aid of a diagram explain how he can link up to the internet. (2 marks)
 - (iii) Explain **two** measures that are needed to protect his computer systems (1 mark)
- (c) (i) Outline **two** uses of computers in the entertainment industry. (1 mark)
- (ii) The mobile phone has been used for guiding people to locate their destination. Outline **two** advantages of this trend. (1 mark)
6. (a) Define the term Desktop Publishing. (1 mark)

(b) Figure 3 is a typical toolbar in a desktop publishing program. Use it to answer the question that follows:-

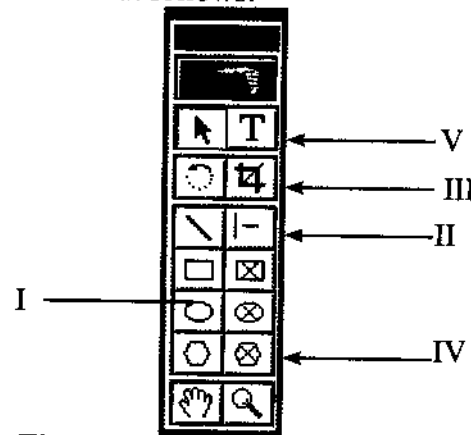


Fig 3

Outline the functions of any **two** of the features labelled I to V (2 marks)

- (c) The following is an extract from a document created in a word processing program. Use it to answer the questions that follow.

'There will be a staff meeting to discuss the implications of the reorganization of our company structure.

- ❖ This structure has not been proposed in order to cut costs in second year(2nd), and therefore it is an opportunity for **career advancement** for employees – not a cause for concern over job losses or a cut in salaries.
- ❖ The reasons behind this reorganization are outlined below.

Expansion

I will be sending details of dates and times of these staff meetings in the next week.

Jane Hughes

Personnel Manager

- (i) Identify **four** formatting features applied in the extract. (2 marks)
- (ii) Explain **two** techniques that can be applied to print the document. (1 mark)
- (d) (i) Distinguish between “alignment” and “orientation” as applied in a word processing program. (2 marks)
- (ii) Describe the term document map as used in word processing. (1 mark)
- (ii) Explain the function of a format painter as used in word processing. (1 mark)
7. (a) Define the term Computer Security. (1 mark)
- (b) Explain the following terms as used in ethical issues in Information Communication Technology:
- (i) privacy; (1 mark)
- (ii) property rights; (1 mark)
- (iii) accountability. (1 mark)
- (c) The Manager of Otech company has decided to introduce internet to the company. State **four** disadvantages of using the internet. (2 marks)
- (d) (i) Distinguish between “object linking” and “object embedding” as applied in DTP (2 marks)
- (ii) Explain the application of electronic mail in:-
- I chatting;
- II attachments of documents. (2 marks)

SECTION B: ENTREPRENEURSHIP EDUCATION (40 marks)

Answer any FOUR questions in this section.

8. (a) Explain the meaning of the following terms as used in entrepreneurship:
- (i) enterprise management; (2 marks)
 - (ii) business opportunity. (2 marks)
- (b) Highlight **six** contributions of small and medium sized enterprises to the economic development of a country. (6 marks)
9. (a) Identify **three** factors an entrepreneur may consider before deciding on a form of business ownership. (3 marks)
- (b) State **three** benefits that an entrepreneur may derive from preparing a business plan. (3 marks)
- (c) Distinguish between vision and mission statement of an organization. (4 marks)
10. (a) Mr. Ramisi is in the process of starting a small enterprise. State **six** personal factors that may have motivated him to become an entrepreneur. (3 marks)
- (b) Explain **three** ways in which entrepreneurs use to generate business ideas. (3 marks)
- (c) Identify **four** ways in which an entrepreneur would notice low morale among employees. (4 marks)
11. (a) Explain **four** measures that may be undertaken in an enterprise to ensure effective social responsibility. (4 marks)
- (b) Describe the following types of entrepreneurs:
- (i) indigenous; (2 marks)
 - (ii) conservative; (2 marks)
 - (iii) pure. (2 marks)
12. (a) State **five** ways in which HIV and AIDs affect entrepreneurship development in Kenya. (5 marks)
- (b) Suggest **five** reasons that would make young graduates prefer self-employment to salaried employment. (5 marks)