CHUKA   **UNIVERSITY**

UNIVERSITY EXAMINATIONS

EXAMINATION FOR THE AWARD OF DIPLOMA IN BUSINESS MANAGEMENT, DIPLOMA IN PROCUREMENT AND LOGISTICS MANAGEMENT, DIPLOMA IN ACCOUNTING

DIBM 0103: COMPUTER APPLICATIONS IN BUSINESS

STREAMS: DIBM Y1S2, DPLM Y1S2, DIAC Y1S1   **TIME: 2 HOURS**

DAY/DATE: THURSDAY 13/04/2023   **11.30 A.M. –1.30 P.M.**

Instructions
- Answer question **ONE** and **TWO** other questions
- Do not write anything on the question paper
- This is a **closed book exam**, No reference materials are allowed in the examination room
- There will be **NO** use of mobile phones or any other unauthorized materials
- Write your answers legibly and use your time wisely.
- Marks are awarded for clear and concise answers.

SECTION A (Answer ALL questions in this section)

QUESTION ONE (30 Marks)

a. Distinguish between each of the following terms: (6 marks)

      i. System Software and Application Software

      ii. RAM and ROM

      iii. Data and Information

b. State and explain THREE classifications of networks according to geographical coverage

      (6 Marks)

c. Explain the steps one takes to start up and use a computer   (4 Marks)

d. List ONE example of each of the following parts of a computer   (2 Marks)

      i. Output Device

      ii. Input Device

e. Explain the function of each of the following components: (4 Marks)

       i. Motherboard

      ii. CPU

     iii. Memory

     iv. Expansion Card

f. Explain the difference between formatting and proof reading a document as used in word processing applications (4 Marks)

g. List any FOUR mouse actions used in operating a computer (4 Marks)

SECTION B (Answer any TWO questions)

QUESTION TWO (20 Marks)

a. Computers play a major role in our daily lives. Discuss FIVE major applications of computers in society today. (10 marks)

b. Discuss FOUR types of computers classified according to size. (8 Marks)

c. Explain the term alignment as used in MS-Word (2 marks)

QUESTION THREE (20 Marks)

a. Browsing/surfing refers to the process of accessing Internet resources. Explain three ways of browsing/surfing. (3 Marks)

b. Explain any SIX main uses of the Internet. (6 Marks)

c. Define each of the following terms as used in internet (3 Marks)

       i. Spam

      ii. Password

     iii. Hacking

d. State and briefly describe any FOUR elements of an e-mail message (8 Marks)

QUESTION FOUR (20 Marks)

a. Describe FOUR major functions of operating systems (8 Marks)

b. List THREE examples of search engines (3 Marks)

c. List THREE examples of browsers. (3 Marks)

d. Using well-labelled diagrams, discuss THREE network topologies   (6 Marks)

QUESTION FIVE (20 MARKS)

a. You have been hired and instructed to come up with computer care and maintenance policy for the company. Outline SIX key contents of your policy.   (6 Marks)

b. Spam are unwanted and unsolicited emails. Briefly explain FOUR ways of preventing spam.

(4 Marks)

c. State and explain THREE types of Computer Security   (6 Marks)

d. List FOUR main database models   (4 Marks)