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FACULTY OF SCIENCE, TECHNOLOGY, AGRICULTURE AND FOOD
SYSTEMS DEVELOPEMNT

DEPARTMENT OF INFORMATION SYSTEMS

EXAMINATION PAPER

COURSE CODE : UWC 100
COURSE TITLE : Introduction to Computers and Computer Applications
SPECIAL REQUIREMENTS : None
DURATION : 3 Hours
LEVEL : 1.1
DATE : 2025

24 NOV 2025

INSTRUCTIONS TO CANDIDATES:

1. This paper consists of 2 sections
2. Answer **ALL** Questions in SECTION A and any **ONE** in SECTION B
3. Start each Question on a new page

There are 4 printed pages for this question paper

SECTION A : Answer ALL Question

Question 1

Clearly explain the following computer crimes:

- a) Espionage [2]
- b) Cyberbullying [2]
- c) Slander [2]
- d) Cracking [2]
- e) Spam [2]

Question 2

All members of staff that use a school's network have their own login names and passwords. A new member of staff was given the following advice. "Write your login name and password on a post-it note and stick it on the rim of your monitor so that you don't forget it".

- a) State why this is not good advice. [2 marks]
- b) Give FOUR brief, but more appropriate pieces of advice about choosing a password and login name, and keeping them confidential. [8 marks]

Question 3

- a) Explain the term "server" [3 marks]
- b) Give any two areas where servers can be used [4 marks]
- c) State any THREE types of servers you know [3 marks]

Question 4

- a) What is a web browser? [2 marks]
- b) List any two examples of web browsers [2 marks]
- c) Distinguish between *internet*, *intranet* and *extranet* indicating areas where each can be used [6 marks]

Question 5

- a) Clearly distinguish between system software and application software. **[2 marks]**
- b) Clearly explain the purposes of the following software in a computer system:
 - i. Operating system [2]
 - ii. Device drivers [2]
 - iii. Utilities [2]
 - iv. Translators [2]

Question 6

- a). Explain the term "**Publication Software**" [2]
- b). Explain four attributes of a Publication Software [8]
- c). Discuss the benefits of using Publication Software to University Students [6]
- c). Below are some of the most common error codes found in Microsoft Excel. For each error code below, **provide a brief description** of what each error code means and how do you fix it.
 - i. ##### [2]
 - ii. #DIV/0! [2]

Question 7

As more and more companies adopt the use of computers in their operations, most communications are now being done using email. Email communication has a lot of advantages to offer compared to its surface mail counterpart, also known as "snail mail".

- a) Explain what the letters in the email term CC stand for. **[2 marks]**
- b) Explain what BCC stand for and why it is used. **[4 marks]**
- c) State one program you can use to access your emails. **[2 marks]**
- d) Forward is a very useful email command. Give an example of when this command can be used in a business environment.

[2 marks]

SECTION B

Choose **ONE** question from this section. The section carries **20 marks**)

Question 9

- a) Define a Word Processor [5]
- b) Explain five attributes of a Word Processor [5]
- c) List Three examples of Word Processor packages[3]
- d) Explain the benefits of using PowerPoint package to the university students [7]

Question 9

Discuss the benefits and drawbacks of students using the internet to carry out research.

[20 marks]

**** Wishing you all the best ****

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