

Name: _____

Index No _____ / _____

1920/102A

COMPUTER APPLICATIONS I

November 2015

Time: 1 hour

Candidate's Signature: _____

Date: _____



THE KENYA NATIONAL EXAMINATIONS COUNCIL

CRAFT CERTIFICATE IN INFORMATION TECHNOLOGY

MODULE I

COMPUTER APPLICATIONS I

1 hour

INSTRUCTIONS TO CANDIDATES:*Write your **name** and **index** number in the spaces provided above.****Sign** and write the **date of examination** in the spaces provided above.**This paper consists of **TEN** questions.**Answer **ALL** the questions in the spaces provided on the question paper.**Candidates should answer the questions in **English**.***For Examiner's Use Only**

Question	1	2	3	4	5	6	7	8	9	10	TOTAL SCORES
Candidate's Score											

This paper consists of 4 printed pages.**Candidates should check the question paper to ascertain that all the pages are printed as indicated and that no questions are missing.**

1. State **four** text wrap options that one may apply on graphics inserted on a word processing document.

(4 marks)
Remove Watermark Now

2. Edith prepared a presentation with slide transition timings enabled. Explain **two** reasons for this. (4 marks)

3. Distinguish between a *form* and a *report* as used in databases. (4 marks)

4. Outline **four** characteristics of a relational database. (4 marks)

5. A company with several branches opted to use *teleconferencing technology* to conduct meetings of employees in all the branches. Explain **two** benefits that the company would achieve from this approach. (4 marks)

6. The following is an extract from a spreadsheet program used to determine the mean and remark of scores obtained in CAT1 and CAT2 tests. Use it to answer the question that follows.

	A	B		C	D
		Each CAT Out Of 30			
	NAMES	CAT1	CAT2	AVERAGE	REMARK
	Ann	17	16	16.5	FAIL
	Ruth	24	22	23	PASS
	Collins	17	19	18	PASS
	Doris	18	15	16.5	FAIL

A remark of "Pass" is assigned to a student who obtains an average of 17 and above and "Fail" if otherwise. State formulae that would be used to determine;

- (a) the mean for Ann; (2 marks)

- (b) remark for Ann. (2 marks)

7. Marion, a computer laboratory technician opted to install software with graphical user interface. Describe **two** components of the software that will make the user to efficiently interact with it. (4 marks)

- (The page contains several horizontal lines, likely representing redacted information or a placeholder for a signature.)*

- [illegible]

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- This image shows a blank sheet of white paper with horizontal blue lines, similar to standard notebook paper. In the top-left corner, there is a faint, light purple watermark logo consisting of stylized letters. The rest of the page is empty except for the ruling lines.

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