

1501/101 1508/101 1602/101
1503/101 1601/101 1704/101
INFORMATION COMMUNICATION
TECHNOLOGY AND ENTREPRENEURSHIP
EDUCATION
Oct./Nov. 2018
Time: 3 hours



THE KENYA NATIONAL EXAMINATIONS COUNCIL

**CRAFT CERTIFICATE IN MECHANICAL ENGINEERING
(PRODUCTION OPTION)
CRAFT CERTIFICATE IN AUTOMOTIVE ENGINEERING
CRAFT CERTIFICATE IN WELDING AND FABRICATION
CRAFT CERTIFICATE IN ELECTRICAL & ELECTRONIC TECHNOLOGY
(POWER OPTION), (TELECOMMUNICATION OPTION)
CRAFT CERTIFICATE IN BUILDING TECHNOLOGY**

INFORMATION COMMUNICATION TECHNOLOGY AND
ENTREPRENEURSHIP EDUCATION

3 hours

INSTRUCTIONS TO CANDIDATES

This paper consists of TWO sections; A and B.

Answer SIX questions from section A, and FOUR questions from section B in the answer booklet provided.

Maximum marks for each part of a question are indicated.

Candidates should answer the questions in English.

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.

SECTION A: INFORMATION COMMUNICATION TECHNOLOGY (60 marks)

Answer SIX questions from this section.

1. (a) List **four** computer output devices. (2 marks)
- (b) Explain the purpose of each of the following view options in presentation programs.
(i) slide sorter view;
(ii) slide show view;
(iii) normal view. (6 marks)
- (c) State **two** ways in which computer technology may be used to control access into the store of an organization. (2 marks)
2. (a) Explain the purpose of each of the following computer hardware devices:
(i) keyboard;
(ii) mouse;
(iii) bar code reader. (6 marks)
- (b) Distinguish between cyber stalking and cyber-terrorism. (4 marks)
3. (a) State **three** functions of the computer operating system. (3 marks)
- (b) Figure 1 shows a network topology. Use it to answer the questions that follow.

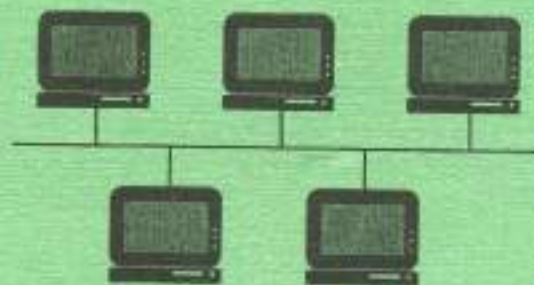


Fig. 1

- (i) Identify the type of topology.
- (ii) Explain **three** benefits of using this topology to implement a computer network in an organization. (7 marks)



4. (a) State the use of each of the following operating system commands:

- (i) CDA
- (ii) CD..
- (iii) RD
- (iv) DIR

(4 marks)

- (b) Table 1 shows a sample of a receipt created using a word processing application. Use it to answer the questions that follow.

Table 1

Item Code	Particulars	Quantity	Unit price	Amount
BK1	A4 Ruled exercise book	6	65	
BK2	A4 Squared exercise book	2	64	
PL1	HB pencil	3	48	
SR1	Plastic sharpener	1	17	
GS3	XYZ Geometric set	1	185	
Grand Total				

- (i) Write the formula that should be used to compute the:

- (I) amount for the item BK1;
- (II) grand total.

(2 marks)

- (ii) Outline the process of typing the formula for the "Grand Total" in the table.

(4 marks)

5. (a) Distinguish between delete and backspace keys as used in word processing.

(4 marks)

- (b) Hamisi is typing a document which has bulleted text in some parts. Outline the steps that he should follow to put the bulleted text into three columns separated by vertical lines.

(4 marks)

- (c) List four types of entries that may be stored in a cell of a spreadsheet.

(2 marks)

6. (a) State four items that should be specified when saving a workbook for the first time.

(4 marks)

- (b) Explain the reason for using relative cell references in a spreadsheet formula.

(2 marks)

- (c) State four advantages of using a computerised database.

(4 marks)

1501/101 1508/101 1602/101 3

1503/101 1601/101 1704/101

Oct/Nov. 2018

Turn over



7. (a) Distinguish between a record and a field in databases. (4 marks)
- (b) (i) Explain the reason for having custom settings in a desktop publishing application.
- (ii) Outline the procedure that should be followed when cropping a graphic in desktop publishing. (6 marks)

SECTION B: ENTREPRENEURSHIP EDUCATION (40 marks)

Answer FOUR questions from this section.

8. (a) Outline **four** external factors that may motivate a person to become an entrepreneur. (4 marks)
- (b) Explain the way in which each of the following factors may hinder entrepreneurial development in a country:
- (i) beliefs;
- (ii) child rearing practices;
- (iii) technology. (6 marks)
9. (a) State **four** characteristics of a viable business opportunity. (4 marks)
- (b) Outline **six** benefits that may accrue to an organization that engages in Corporate Social Responsibility (CSR). (6 marks)
10. (a) Highlight **four** reasons that may account for the development of a business plan before starting a business. (4 marks)
- (b) Explain **three** roles played by insurance in business. (6 marks)
11. (a) State **five** challenges that may be associated with the use of Information Communication Technology (ICT) in a business. (5 marks)
- (b) State **five** strategies that the management of an organization may adopt to enhance effective time management among the employees. (5 marks)
12. (a) Distinguish between a craft entrepreneur and an opportunistic entrepreneur. (4 marks)
- (b) Mr. Saruni intends to start a small enterprise. Outline **six** factors that he may consider before starting the enterprise. (6 marks)

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