



# ST. MARY'S GIRLS' SCHOOL –RUNDA

Name.....

Class.....

Adm. No.....

Date .....

## COMPUTER STUDIES

### FORM TWO

Time 2 HOURS

### TERM ONE EXAMINATION 2024

### FORM TWO

### INSTRUCTIONS

Write your **name** and **admission** number in the spaces provided.

Answer ALL the Questions

All answers should be **written** in the spaces provided

### FOR EXAMINERS USE ONLY

QUESTION	SCORE
1 – 27	

1. Define the term password as used in word processor. (2 marks)

.....  
.....

2. List the **two** types of password used to protect a document. (2 marks)

.....  
.....

3. Differentiate between editing and formatting as used in word processor. (4 marks)

.....  
.....  
.....  
.....

4. State **four** categories of system software. (4 marks)

.....  
.....  
.....  
.....

5. Describe **three** examples of application software giving their uses. (6 marks)

.....  
.....  
.....

6. State **four** features of a multimedia capable computer. (4 marks)

.....  
.....  
.....  
.....

7. Describe the term ICT (2 marks)

.....  
.....

8. Differentiate between peripheral devices and system unit. (4 marks)

.....  
.....  
.....  
.....

9. State **four** characteristics of super computers. (4 marks)

.....  
.....  
.....  
.....

10. State **three** reasons why it is important the computer laboratory has a standard furniture. (3 marks)

.....  
.....  
.....

11. Differentiate between keying in device and pointing device. (4 marks)

.....  
.....  
.....  
.....

12. State **four** factors to consider when selecting an input device. (4 marks)

.....  
.....  
.....  
.....

13. State **three** characteristics of Read Only Memory. (3 marks)

.....  
.....  
.....

14. Define the term operating system. (2 marks)

.....  
.....

15. Describe the **three** functional units of a processor. (6 marks)

.....  
.....  
.....

16. State **two** difference between projector and plotter. (4 marks)

.....  
.....  
.....  
.....

17. State **four** resources under the control of operating system. (4 marks)

.....  
.....  
.....  
.....

18. Differentiate between file and folder.

(4 marks)

.....  
.....  
.....  
.....

19. Explain the **three** parts of task bar.

(6 marks)

.....  
.....  
.....  
.....  
.....  
.....

20. Explain why it is important to carry out the following activities on a disk. (3 marks)

- a. Formatting.....  
.....
- b. Defragmentation.....  
.....
- c. Compression.....  
.....

21. State **three** types of indentation used in word processor.

(3 marks)

.....  
.....  
.....

22. State the importance of creating a drop cap when creating a document.

(2 marks)

.....  
.....

23. Explain the **two** types of page orientation used in word processor. (4 marks)

.....

.....

.....

.....

24. Write the following acronyms in full. (4 marks)

- a. WIMP.....
- b. AI.....
- c. SATA.....
- d. BIOS.....

25. Describe **four** character case options available in word processor. (4 marks)

.....

.....

.....

.....

26. State **four** disadvantages of using word processor. (4 marks)

.....

.....

.....

.....

27. State **four** features of a file. (4 marks)

.....

.....

.....

.....