



UNIVERSITY OF SWAZILAND

Faculty of Health Science

Department of Environmental Health
Sciences

Final Examination 2006

Title of paper: Computer for Health Sciences

Course code: CHS 100

Time allowed: 2 hours

Marks allocation: 100 Marks

Instructions:

- 1) Read the questions and instructions carefully
- 2) Answer any Four questions
- 3) Each question is weighted 25 marks
- 4) Write neatly and clearly

This paper is not to be opened until the invigilator has granted
permission

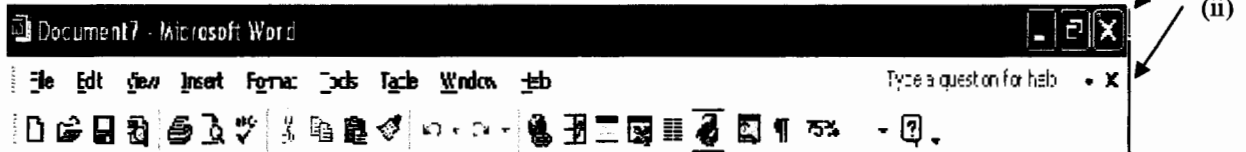
Answer any 4 questions

Question 1

a) What is the difference between the function of a Tab key and Increase Indent icon in relation to a paragraph?

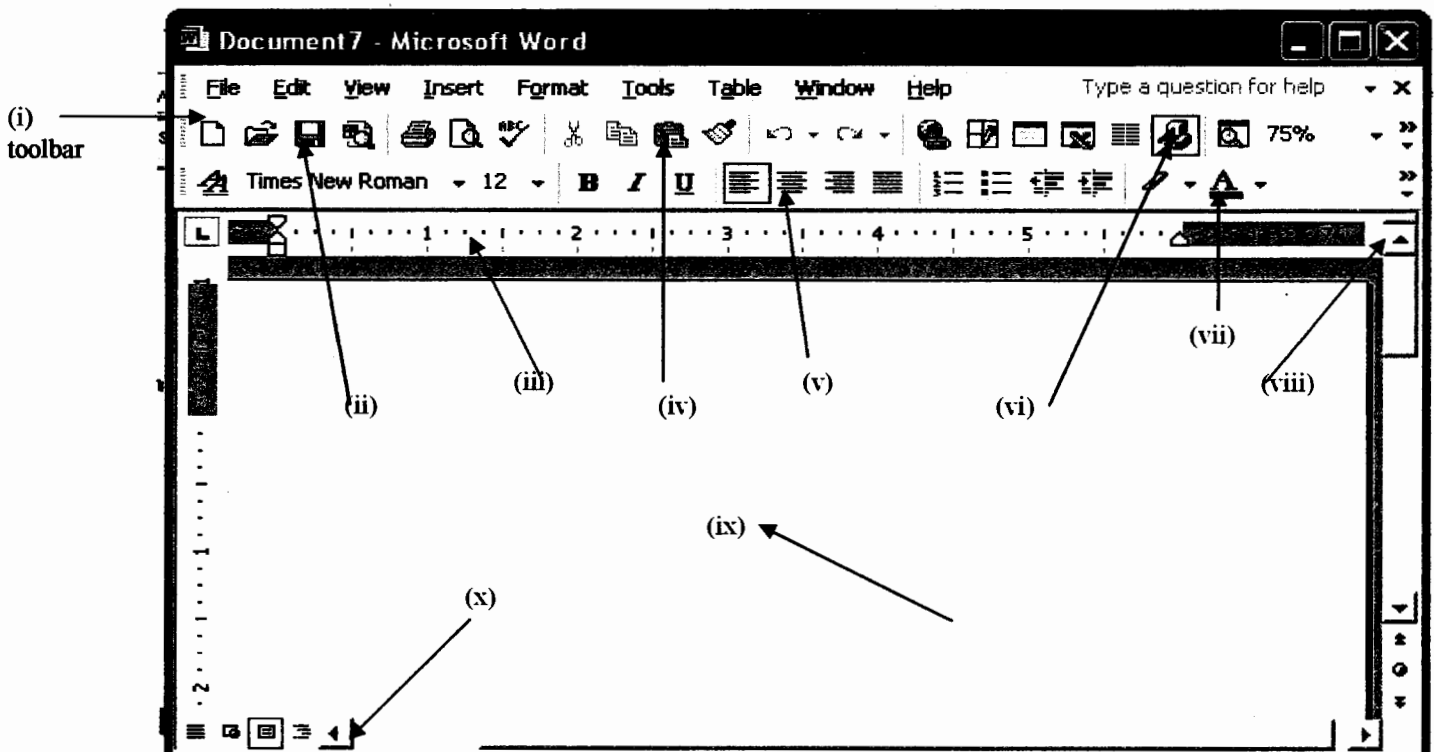
[2 marks]

b) What is the difference between the two X symbols below



[2 Marks]

c) Label the following marked icons and toolbar



[10 Marks]

d) What is operating system software?

[2 Marks]

e) Give 3 functions of operating system software

[3 Marks]

f) What is the difference between DOS and Windows

[6 Marks]

Question 2

The screenshot shows a Microsoft Excel spreadsheet titled "Microsoft Excel - exam question". The spreadsheet has columns A through J and rows 1 through 15. The data is as follows:

	A	B	C	D	E	F	G	H	I	J
1	Name	Test 1	Test 2	Test 3	Average	Results				
2	Joshua	56	75	65						
3	Ruth	53	68	42						
4	Sarah	42	50	36						
5	Nathi	81	70	60						
6	Liz	90	67	80						
7	Mac	56	35	28						
8	Pat	40	50	68						
9										
10	Highest average					Total for Test 3				
11										
12	Lowest average					Highest score in Test 3				
13										
14	Number of students					Lowest score in all 3 tests				
15										

Using the above spreadsheet answer the following questions:

- i) Write the exact formula you would type in cell E2 - for calculating the average for Joshua scores
[3 Marks]
- ii) Write the exact formula you would type in cell D10 – for finding the highest average score
[3 Marks]
- iii) Write the exact formula you would type in cell D12 – for finding the lowest average score
[3 Marks]
- iv) Write the exact formula you would type in cell D14 – for finding the number of students in this spreadsheet
[3 Marks]
- v) Write the exact formula you would type in cell I10 – for calculating the totals for Test 3 scores
[3 Marks]

- vi) Write the exact formula you would type in cell I12 – for finding the highest score in test 3 scores [3 Marks]
- vii) Write the exact formula you would type in cell I14 for finding the lowest score in all 3 tests [3 Marks]
- viii) Name the 3 components of an IF function [3 Marks]
- ix) Write the components of the IF function formula [1 Mark]

Question 3

- a) Name and briefly explain any 4 general software application [12 Marks]
Give 1 example of each [4 Marks]
- b) What is the difference between a header and footer? [4 Marks]
- c) Write the functions of the following keyboard keys?
- a. End
 - b. Ctrl Home
 - c. Insert
 - d. Page down
 - e. Enter

[5 Marks]

Question 4

a) Answer **True** or **False**: if True give reasons how it is true or if False give reasons why it is false

- i. Clicking File and Open is the **ONLY** way of opening a document or spreadsheet?
- ii. Pressing delete will delete a character
- iii. Data is information
- iv. A floppy disk is a software
- v. Typeover mode deletes text

[10 Marks]

b) Give 5 functions of a mouse

[5 Marks]

c) Give 5 points of how a computer will help you whilst pursuing your studies

[10 Marks]

Question 5

	A	B	C	D	E	F
1	Hardware	Unit price	Quantity	Unit	Total price	Discount or not
2	Paint	45.6	56	kg		
3	Paint brush	15.3	180	-		
4	Floor tiles	56.8	100	box		
5	Ceiling	67.4	50	sheet		
6	Cement	48.95	140	bag		
7	Bricks	4.7	3000	9"		
8						
9						
10						
11						

a) What is the difference between a workbook and worksheet

[2 Marks]

b) In Excel what is the format of writing a formula?

[2 Marks]

c) Using the above spreadsheet answer the following

i. Write the exact formula you would type in cell E2 – for calculating the total price given the unit price and quantity

[3 Marks]

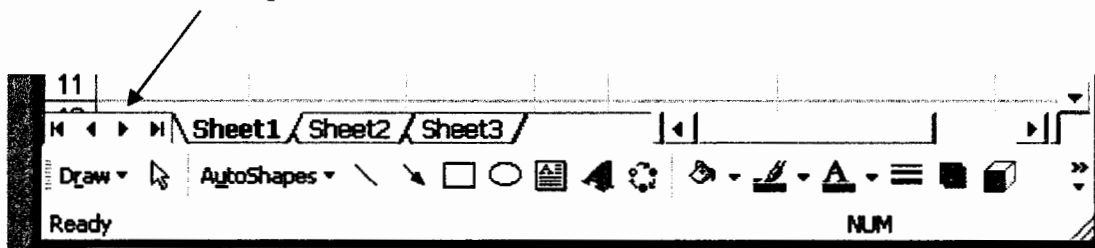
ii. Write the exact formula you would type in cell E8 to calculate the total price of all the items

[3 Marks]

iii. Write the exact formula you would type in cell F2 – for indicating discount or no discount given that discount is to items with quantity greater than 150

[7 Marks]

d) In the diagram below define the use of each of these 4 navigating symbols in a spreadsheet



[4 Marks]

e) Write the steps for copying text from one place to another in the same document

[4 Marks]