

University of Swaziland
RE-SIT / Supplementary Examination, July – 2016

Title of Paper: *Computer Foundations Course*

Course Code: *IDE-CFC100 (D. LAW / B.A. HUMANITIES / Cert. in Portuguese)*
CSC101 (SCIENCE / HUMANITIES / SOCIAL SCIENCE / EDUCATION)
IDE-EDF102(EDUCATION)

CSS 100 (Cert. in Psycho Social Support)

Time Allowed : *Three (3) Hours*

Instructions

1. *Question 1 is compulsory.*
2. *Answer any two questions from Questions 2 to 4.*

This examination paper should not be opened until permission has been granted by the invigilator

QUESTION 1. (Compulsary)

- (a). Describe clearly and draw a diagram of the physical organization of a general purpose computer system.
Marks (10)
- (b). Write the names and functions of 3 examples of each of the following –
Computer Hardware and
Computer Software
Marks (6)
- (c). Write the names of 2 examples of each of the following
Input devices,
Output devices,
Pointing devices and
Secondary storage devices
Marks (8)
- (d). Capacity of a hard disk is 500 MB. How many bytes are there is the hard disk ?
Marks (2)
- (e). Convert the following unsigned binary numbers into decimal integers –
 $(01001111)_2$ and $(01100001)_2$.
Marks (6)
- (f). Convert the following decimal integers into unsigned binary numbers –
 $(147)_{10}$ and $(088)_{10}$.
Marks (6)
- (g). Explain four most important functions of an Operating system.
Marks (4)
- (h). Write the names and explain the utility of 2 examples of system software.
Marks (4)
- (i). Write the names and explain the utility of 2 examples of applications software.
Marks (4)

QUESTION 2

(a). Explain clearly with examples (i) a file, (ii) a directory or a folder, (iii) root directory, (iv) parent directory and (v) a subdirectory

Marks (10)

(b). Explain clearly with examples (i) the path of a file, (ii) directory info of a file and (iii) contents of a file.

Marks (6)

(c). Write standard file extensions for the following types of files –

Text files,
Document files,
Spread Sheets and
Picture files

Marks (4)

(d). Write wild card file specifications for the following

All text files in the subfolder IDE2016 in F:\
All files with the extension .doc in the root of F:\

Marks (5)

QUESTION 3.

(a). Explain the following clearly and write sequences of steps to be executed to perform the following tasks independently in MSWord. Use your own examples.

(i). Change text color in a paragraph,
(ii). Create lists in an MSWord document,
(iii). Change Text alignments,
(iv). Change Text styles and
(v). Indent a paragraph

Marks (15)

(b). Write names and their associated functions of the two groups items in each of the following ribbons –

(i). Home
(ii). Insert

Marks (5)

(c). Differentiate between the following actions -

(i). Print and Print Preview
(ii). Undo and Redo

Marks (5)

QUESTION 4.

(a). Explain with examples the three Cell referencing modes of MSExcel.

Marks (5)

(b). The following formulas are copied from one cell to another. Write the copied formula in the destination cell.

- (i). $=B\$2*C2$ (is copied from A2 to E4, What is copied in E4 ?).
- (ii). $=B1*C1$ (is copied from A1 to B2, What is copied in B2 ?).
- (iii). $=A3+C3$ (is copied from D1 to E5, What is copied in E5 ?).
- (iv). $=\$A4-C\4 (is copied from B1 to F3, What is copied in F3 ?).

Marks (8)

(c). The contents of a clipped spreadsheet file are

- (i). The numbers 8, 3, 6, 4 and 2 from A1 to A5 respectively
- (ii). The numbers 1,2,3,6,2and10 from B1 to B5 respectively
- (iii). The formula in C1 is $A1+B1+2*B2$
- (iv). The formula in D1 is $B1-C1$
- (v). Contents of C1:D1 are copied and pasted at C2:D4

Draw a spread sheet as explained above.

What are the contents and values displayed from C2:D4

Marks (4+8)

END OF EXAMINATION PAPER