

1. (a) Outline two features that could be included in microcomputers of the future. (2 marks)  
(b) Differentiate between *field property* and *wizard* as used in database programs. (2 marks)

2. A student created a new e-mail account. Outline four folders that will be visible on this email program window. (4 marks)

3. A manufacturing company uses traditional filing system. Outline four challenges the company is likely to face. (4 marks)

4. (a) While using a computer keyboard, a student realised that some keys could switch from one state to another. Name two such keys in a word processing program. (2 marks)  
(b) A student typed a document comprising several paragraphs. Outline the procedure she could use to achieve each of the following:  
(i) select a single paragraph; (1 mark)  
(ii) select the entire document. (1 mark)

5. Explain two importance of formatting a disk before it is used. (4 marks)

6. Differentiate between *BIOS* and *POST* as used in computers. (4 marks)

7. (a) Re-write the Spreadsheet formula =F10 + G20 using absolute cell referencing. (1 mark)  
(b) A student entered the formula = B5+C4 in cell F5. When the formula was copied into cell H8 it changed to = D8 + E7. Explain the reason for this. (3 marks)

8. A college uses a computer to keep student's records in a database. The records contain the following fields: *Student\_Number*, *Name*, *Address*, *Telephone\_Number*.  
(a) Outline the purpose of *Student\_Number* in the record. (1 mark)  
(b) Outline three ways in which these records could be manipulated. (3 marks)

9. (a) State four print options available in a presentation program. (2 marks)  
(b) John created slides in a presentation program. Outline two features he could use to make the presentation visually attractive. (2 marks)

10. (a) Explain the function of *autofill* feature in a Spreadsheet program. (2 marks)  
(b) With the aid of a sketch in each case distinguish between *first line* and *hanging* indentation as applied in a word processing program. (2 marks)

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**Tedric A. Harris, Michael N. Kotzalas**

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**Wireless and Satellite Systems** Min Jia, Qing Guo, Weixiao Meng, 2019-05-06 This two volume set LNICST 280 281 constitutes the post conference proceedings of the 10th EAI International Conference on Wireless and Satellite Services WiSATS 2019 held in Harbin China in January 2019. The conference was formerly known as the International Conference on Personal Satellite Services PSATS mainly covering topics in the satellite domain. The 137 full papers were carefully reviewed and selected from 289 submissions. The papers are organized in topical sections on machine learning for satellite terrestrial networks human machine interactive sensing monitoring and communications integrated space and onboard networks intelligent signal processing wireless communications and networks vehicular communications and networks intelligent 5G communication and digital image processing technology security reliability and resilience in internet of things advances in communications and computing for internet of things.

**Computational Models, Software Engineering, and Advanced Technologies in Air Transportation: Next Generation Applications** Weigang, Li, Barros, Alexandre de, Romani de Oliveira, Italo, 2009-10-31 This book disseminates knowledge on modern information technology applications in air transportation useful to professionals researchers and academicians. Provided by publisher

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