YEAR ONE EXAMINATION FOR THE AWARD OF POST GRADUATE DIPLOMA IN EDUCATION

COSC 701: COMPUTER USE AND APPLICATION IN EDUCATION

STREAM: **TIME: 3 HOURS**

DAY: **DATE:**

INSTRUCTIONS

1. Answer question **ONE** and any other **TWO** questions

2. Marks are awarded for clear and concise answers

3. **Note that only Question ONE (Section A) and the first TWO attempted questions in section B will be marked.**

INSTRUCTIONS

1. Answer question **ONE** and any other **TWO** questions from Section B

2. Marks are awarded for clear and concise answers

SECTION A-COMPULSORY

Question ONE – [30 Marks]

(a)Describe **FIVE** features of Microsoft excel applications that are of interest to a teacher **[5 marks]**

(b)Briefly describe what assistive technologies are and the role they play in education **[4 marks]**

(c)While giving examples in each differentiate between a spreadsheet programme and a word processor   **[4 marks]**

(d)Describe **FOUR** features of Microsoft powerpoint that are very useful to a teacher in secondary school **[4 Marks]**

(e)Briefly discuss **THREE** advantages that a school may benefit from after they develop their own web portal **[3 marks]**

(f)The Media input devices are generally used in media for communicating with the mass audiences. Give **THREE** most popularly used media input devices **[3 Marks]**

(g) Describe with **THREE** examples how technology can be used to enhance opportunities for communication and collaboration in learning **[3 Marks]**

(h) Give atleast **THREE** word processing applications in the market today useful in Desktop computers **[3 Marks**

SECTION B-Answer any TWO questions from this section

Question TWO [15 Marks]

One important application of internet in education sector is elearning.

(i)Briefly describe what elearning is **[2 Marks**

(ii)Give **THREE** advantages of elearning over classroom interaction between a learner and a teacher **[3 Marks]**

(iii)Describe **THREE** features of web conferencing software that make them suitable for online teaching/learning **[3 Marks]**

(iv)Give **THREE** web conferencing software that a school can adopt for online teaching **[3 Marks]**

(v)Describe the concept of virtual classroom and how you can implement it **[4 Marks]**

Question THREE [15 Marks]

Use the following spreadsheet to answer the questions that follow.

	A	B	C	D	E	F	G
	ITEM NO.	NO. OF ITEMS	ITEM PRICE	TAX	TOTAL PRICE BEFORE TAX	TOTAL PRICE AFTER TAX	RATE
1							
2	100	115	30				
3	101	256	12				
4		49	56				
5		23	150				
6		840	5				
7		200	56				
8		294	300				
9		4	90				
10							
11	Count of items		?				
12	Average of tax		?				
13	Min ITEM PRICE		?				
14	Max ITEM PRICE		?				

(a)How many columns are displayed in this spreadsheet **[2 Marks]**

(b)Give the name of the cell containing Item Prize of Item No. 100 **[2 Marks]**

(c)Give the formulae in form of function you would enter in cell **C11, C12, C13 and C14** to compute: **Count of items, Average of tax, Min ITEM PRICE and Max ITEM PRICE** respectively**[8 Marks]**

(d)With examples, give **THREE** types of data in the spreadsheet **[3 Marks]**

Question FOUR [15 Marks]

(a)Explain how a student writing his/her academic report can use the following ms-word features **[10 Marks]**

i)   Thesaurus
ii) Section breaks
iii) Table of contents
iv) Insert Citation
v)   Bibliography

(b)Describe **FIVE** security features employed Microsoft word to protect documents **[5 marks]**

Question FIVE   [15 Marks]

(a)While working on an assignment, Peterson downloaded a picture from an artist's online album and put it on his report. However, he did not include a written acknowledgement in the references. Briefly explain any ethical issue in this scenario [**2 Marks**]

(b)Describe **THREE** important considerations that one needs to make while creating a class presentation using ms-powerpoint **[3 Marks]**

(c)What is the role of the following features on PowerPoint slides.

(i)Insert   **[2 Marks]**
(ii)Design   **[2 Marks]**
(iii)Transition   [**2 Marks**]
(iv)Animation   [**2 Marks**]
(v)Slideshow   **[2 Marks]**