

8 Define the following, explaining the difference between them:

- (a) the Internet [2]
- (b) the World Wide Web [2]

SECTION B (60 marks)

9. MS Word is a word-processing application.

- (a) What does the term 'word-processing' mean? [2]
- (b) Describe, briefly, how you would produce the following equation

$$y = \frac{1}{n} \sum_{i=1}^n (\bar{X} - x_i)^2$$

[4]

- (c) What does the term 'justification' mean? [2]

(d) In a text of 20 000 words the term 'university' appears twenty times. It is incorrectly spelt in two instances.

- (i) Explain how you would quickly find out where the misspelt words were located in the text. Explain, also, how you would correct them. [4]

- (ii) If you are required to replace the word 'university' by the word 'college' throughout the text, how would you proceed? [4]

(e) The essay that you are writing should not be below 1000 words and should not exceed 1500 words.

- (i) Explain how you would find out how many words you have written, without counting the words word by word. [2]

- (ii) The first 10 words of the essay should be emboldened and in italics. Explain how you would do this. [2]

10.(a)

- (i) Distinguish between a workbook and a worksheet in Microsoft Excel. [2]

- (ii) How many rows and how many columns does a worksheet have? [2]

- (iii) What is the size of the default workbook in Excel v5 or Excel 97? [3]

- (b) Describe how you would find the sum of all the contents of the cells in a column in Excel v5 or Excel 97. Describe also how you would find sum of all the contents of cells in a row. [3]
 - (c) Explain how you would produce a line plot of one column against another in Excel v5 or Excel 97. The plot must be an embedded chart. [5]
 - (d) Explain briefly the limitations of Microsoft Excel as a database system. [5]
- 11.
 - (a) Distinguish between main storage and backing storage. Give three examples of backing storage, explaining, in each case, how each is used. [6]
 - (b) What does the acronym LAN stand for? What are the advantages and disadvantages of using LANs? [6]
 - (c) What is e-mail and how does it work? [4]
 - (d) What is multimedia? [4]
- 12.
 - (a) What is a relational database management system? [6]
 - (b) Define the following, with respect to Microsoft Access
 - (i) Tables [3]
 - (ii) Records [3]
 - (iii) Fields [3]
 - (iv) Values [3]
 - (c) Name two relational database management systems (programs) other than Microsoft Access that you know. [2]

END OF EXAMINATION