

TAKE HOME EXAMINATION

Student NRIC : _____

Student ID : _____

Programme : **DIPLOMA OF ACCOUNTANCY (MQA/PA10069)/ DIPLOMA IN BUSINESS STUDIES (MQA/PA9259)/ DIPLOMA IN LOGISTICS MANAGMENT (MQA/PA9212)**

Intake : **MAY 2021**

Course : **COMPUTER APPLICATIONS**

Course Code : **DTCT3013**

Duration : **(3 hours)**

INSTRUCTIONS TO CANDIDATES:

1. Please read the instructions given in the question paper **CAREFULLY**.
2. Answer all **FOUR (4)** questions.
3. Answers to the questions are to be written into own A4 sized papers.
4. Please write your NRIC number or student ID number on every page of your answer script. **Do NOT** write your name.
5. Please write page number on every page of your answer script.
6. Please **KEEP** the hardcopy of your answer script.
7. 1 mark will be deducted for every minute delay in submission after the 20 minutes lapse with maximum of 10 minutes delay is allowed.

WARNING:

The Examination Board of Peninsula College Georgetown regards cheating as a most serious offence and will not hesitate to mete out the appropriate punitive actions according to the severity of the offence committed, and in the accordance with the clauses stipulated in the Students' Handbook, up to and including expulsion from Peninsula College Georgetown.

(This booklet contains 3 printed pages including this page)

DO NOT OPEN THIS BOOKLET UNTIL YOU ARE ALLOWED TO DO SO

Answer **ALL FOUR (4)** questions on the separate sheet provided.

[100 marks]

1. a) Describe any **SIX (6)** main hardware that is needed to build a custom desktop computer. (12 Marks)
- b) Compare **THREE (3)** available Operating System (OS) software and decide which OS would you choose to be installed on your custom desktop computer. (8 marks)
- c) List down **FIVE (5)** application software that would be useful for students. (5 marks)
2. a) List down **FIVE (5)** different types of computers. (5 marks)
- b) Describe the **FOUR (4)** processes of turning data into information in computer. (10 marks)
- c) Imagine yourself as a restaurant business owner, give **FOUR (4)** ideas on how you can use computers to facilitate your business. (10 Marks)
3. a) Describe **FOUR (4)** types of internet connection and justify which of them is the fastest connection. (10 Marks)
- b) Other than the internet network, there are also other network infrastructure such as the Intranet and Extranet. Describe **TWO (2)** similarities and **TWO (2)** differences of Intranet and Extranet network. (8 marks)
- c) Among the three types of networks (Internet, Intranet, and Extranet), choose one that is best for internal use within an organisation and give **TWO (2)** reasons for your choice. (7 Marks)
4. There are various computer applications software that have help us in our daily task. With your experience in using computer applications software, answer the following questions.
 - a) Name one application software that can be used for writing academic report and give **TWO (2)** reasons for your choice. (6 marks)
 - b) Name one application software that can be used for creating presentations slides and give **TWO (2)** reasons for your choice. (6 marks)

- c) Figure 1 shows the Shipment data of Company A being stored in a computer application software. Describe **THREE (3)** uses of this software. (6 Marks)

Company A Shipments				
Month	Revenue (RM)	North (Unit)	South (Unit)	
Jan	25000	300	400	
Feb	26000	340	440	
Mar	27500	380	480	
Apr	28000	400	500	
May	30000	420	520	
Jun	32000	450	550	
Jul	31000	410	510	
Aug	29000	390	490	
Sep	28000	365	465	
Oct	27000	350	450	
Nov	28000	320	420	
Dec	31000	330	430	

Figure 1: Shipment data of Company A in a computer application

- d) Based on Figure 1, develop a step-by-step guide to use Microsoft Excel 'function' to calculate the average Revenue from month Jan to Dec, the calculation result is to be placed at cell 'C15'. (7 Marks)

- END OF QUESTIONS -