



*(University of Choice)*

**MASINDE MULIRO UNIVERSITY OF  
SCIENCE AND TECHNOLOGY  
(MMUST)**

**MAIN CAMPUS**

**UNIVERSITY EXAMINATIONS  
2021/2022 ACADEMIC YEAR**

**FIRST YEAR FIRST SEMESTER EXAMINATIONS**

**SPECIAL/SUPPLEMENTARY EXAM**

**FOR THE DIPLOMA  
IN INFORMATION TECHNOLOGY**

**COURSE CODE: DIT 055**

**COURSE TITLE: DESKTOP PUBLISHING**

**DATE: 01/08/2022**

**TIME: 2PM – 3:30PM**

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**INSTRUCTIONS TO CANDIDATES**

Question ONE (1) is compulsory  
Answer ANY other TWO (2) questions

TIME: 1 ½ Hours

MMUST observes ZERO tolerance to examination cheating

This Paper Consists of 3 Printed Pages. Please Turn Over. 

**QUESTION ONE [24 MARKS]**

- a) Define desktop publishing? [2 marks]
- b) Give FOUR practical application areas where desktop publishing is required [4 marks]
- c) Articulate the steps taken when one wants to develop a publication using a DTP software [4 marks]
- d) Explain where the following DTP are popularly used
  - i. Adobe PageMaker [2 marks]
  - ii. Adobe Photoshop [2 marks]
  - iii. CorelDraw [2 marks]
  - iv. Microsoft Publisher [2 marks]
- e) Describe the major difference between a word processor and a Desktop Publishing [4 marks]
- f) What is the purpose of a scanner in a Desktop Publishing environment? [2 marks]

**QUESTION TWO [18 MARKS]**

- a) A DTP is used to create a company newsletter. Give **FOUR** advantages of using a Desktop Publishing Software package to produce the newsletter rather than Microsoft word package. [8 marks]
- b) Define the term Master Page and explain how it is used in the design of multi-page document using a page layout-based DTP program. [5 marks]
- c) State FIVE features of a Desktop publisher. [5 marks]

**QUESTION THREE [18 MARKS]**

- a) Give the two broad types of DTP software giving an example of a software in each type. [4 marks]
- b) Outline the steps one can follow while performing the following tasks in a DTP [8 marks]
  - i. Inserting text
  - ii. Deleting text
  - iii. Grouping objects
  - iv. Changing the font size
- c) Discuss four benefits that a learning institution could accrue by setting up a DTP department [8 marks]

**QUESTION FOUR [18 MARKS]**

- a) Give three non-printing guides used in publisher [3 marks]
- b) Explain the functions of the following features in Microsoft Publisher [4 marks]
  - i. Title Bar
  - ii. Menu Bar
  - iii. Text Box
  - iv. Scroll Bar
- c) What is text wrapping? Outline the steps followed when you want to wrap a text around an object. [7 marks]
- d) Describe what is cropping in desktop publishing and explain how it's different from resizing [4 marks]

**QUESTION FIVE [18 MARKS]**

- a) Idents and tabs are powerful tools for positioning text. Explain the difference between them. [4 marks]
- b) Differentiate between Tracking and Kerning. [4 marks]
- c) How does page numbering improve a publication? [10 marks]