National Open University of Nigeria
Plot 91, Cadastral Zone, Nnamdi Azikiwe Expressway, Jabi - Abuja
Faculty of Sciences
Department of Computer Science
2023_1 POP EXAMINATION

COURSE CODE: CIT304
COURSE TITLE: DATA MANAGEMENT
CREDIT: 3 Units
TIME ALLOWED: 3Hours
INSTRUCTION: Answer Question 1 and ANY OTHER THREE questions.

Q1. COMPULSORY (25 marks)
   a)
       i)   Briefly describe the vital role of symbols in the creation of data . (4 marks)
       ii)   Briefly describe the data management cycle. (10 marks)
   b) List **five** examples of symbols used in data creation.(5 marks)

   c) Briefly define the following: (6 marks)
           i)   percepts (2 marks)
           ii)   information (2 marks)
           iii)   knowledge (2 marks)

Q2. (15 marks)
   a) Write down the aim of each of the following:
           i. Information Management (5 marks)
           ii. Knowledge Management (5 marks)
   b) Distinguish between primary and secondary data. (5 marks)

Q3. (15 marks)

   a) Explain the concept of data quality control. (10 marks)
   b) Write down five functions of a Data Policy manual. (5 marks)

Q4. (15 marks)
   a) Describe (i) **validity** and (ii) **accuracy** of data. (10 marks)

   b) Briefly describe what the following are: (5 marks)

           i. Primary Key (1 marks)
           ii. Foreign Key (1 marks)
           iii. Field data type (1 marks)
           iv. Crosstab Query (1 marks)
           v. Join Operation (1 marks)

Q5. (15 marks)

a)

i) Write a short note on Information retrieval. (8 marks)
ii) Write down five factors that can affect the effectiveness of a search. (7marks)

Q6. (15 marks)

a) Briefly describe each of the following Microsoft Access objects: (10 marks)

      i)   table (2 marks)
      ii)   query (2 marks)
      iii)   form (2 marks)
      iv)   report (2 marks)
    v)   macro (2 marks)

b. Describe five core activities associated with an information system. (5 marks)