

CONFAB SECONDARY SCHOOL

SECOND TERM EXAMINATION 2019/2020 SESSION

SECTION C (COMPUTER PRACTICAL)

INSTRUCTION: Answer all questions

CLASS: SS3

DURATION: 2 hours

Prepare and present a 5 Minute-PowerPoint presentation on “MY FIRST DAY IN SCHOOL(CONFAB)”, using the guidelines below.

SLIDE 1

Type the topic for presentation in bold and uppercase.

{2 marks}

SLIDE 2

- a. Type the subtitle: “Presentation outline” underline and bold
- b. Type the presentation outline item as follow:
 - I. Name of my school;
 - II. My first day in school;
 - III. The first place I visited in the school;
 - IV. An unforgettable experience on my first day in the school.

{5 marks}

SLIDE 3

Describe each item on SLIDE 2 above using a short sentence.

{4 marks}

SLIDE 4

- a. Type out the compliment for your audience
- b. Insert a Clip Art object below your compliment

{2 marks}

{2 marks}

ON SLIDE 1, 2, 3 and 4, apply the following format:

- I. Transition
- II. Animation
- III. Page designs
- IV. Page background color

{1 marks}

{1 marks}

{1 marks}

{2 marks}

2. The Table A1 below shows the performance of students in an end-of-term examination in a certain secondary school.

TABLE A1

Index Number	Name	Physics	Chemistry	Biology	English Language	Total	Average
S001	Aminu	65	78	56	45		
S142	Olabode	53	85	88	78		
S024	Onuka	45	96	43	98		
S114	Goddey	78	76	76	65		
S115	Jang	23	54	74	36		
S056	Dan-Sokoto	78	32	64	52		

- (a) Using a spreadsheet program, insert the heading "MARK SHEET FOR SSI SCIENCE" and centre it. [1 mark]
- (b) Create Table A1 with gridlines. [3 marks]
- (c) Insert a row between index number S024 and S114, then add the following data: S007 Badamosi 23 45 72 40 [1 mark]
- (d) Using the appropriate formula, determine:
 (i) total mark for each student;
 (ii) average mark for each student;
 (iii) average for the class. [5 marks]
- (e) Copy Table A1, paste it three rows below on the same worksheet and name it Table A2. [1 mark]
- (f) Arrange Table A2 in descending order using the average column. [2 marks]
- (g) Save your work on a suitable storage medium. Print out your work and submit. [2 marks]
3. (a) Using a word processor, prepare a table with column headings as shown below.

Serial Number	Unit Title	Week	Activity Assessment
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representing an overview of the subject content to be taken by computer studies students.

Computer Hardware

Module 1

1. Introduction to Computer Hardware	Week 1	Assignment 1
2. Peripheral Devices	Week 2	Assignment 2
3. Basic Hardware Components	Week 3	Assignment 3
4. Capacity Measurement	Week 4	Assignment 4

Module 2

1. The Central Processing Unit (CPU)	Week 5	Assignment 5
2. Data Storage Devices And Media	Week 6	Assignment 6
3. Types of Memory Unit	Week 7	Assignment 7
4. Simple calculations involving the conversion from one unit to another	Week 8	Assignment 8

Module 3

1. Definition, Types and Uses of Standard Logic Gate	Week 9	Assignment 9
2. Construction of Truth Tables	Week 10	Assignment 10

[6 marks]

(b) Format the table using the following instructions:

(i) *Column heading.*

Centralise the column headings using highlight text colour grey 25%.

[2 marks]

(ii) *Body of the table.*

I. Merge and centralise the rows containing modules 1, 2 and 3.

[2 marks]

II. Centralise column 2.

[1 mark]

III. Change the text in column 4 to upper case, italicized **excluding** the heading.

[2 marks]

(c) Save your work on a suitable storage media. Print out your work and submit.

[2 marks]