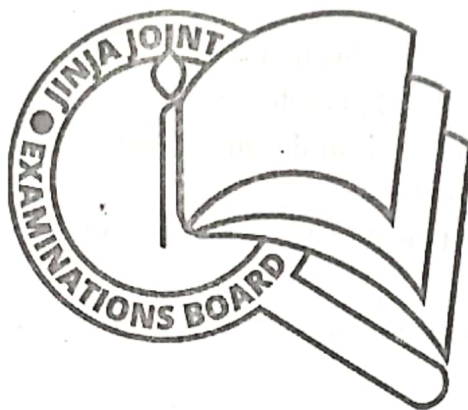


S850/3
Subsidiary ICT
Paper 3
(PRACTICAL)
2 HOURS
JULY/AUGUST 2022



JINJA JOINT EXAMINATIONS BOARD
Uganda Advanced Certificate of Education
MOCK EXAMINATIONS – JULY/AUGUST, 2022
Subsidiary Information and Communication Technology
Paper 3
2 Hours

INSTRUCTIONS TO CANDIDATES:

- *This paper is made up of five equally weighted questions*
- *Answer any three questions*
- *Any additional question(s) answered will not be marked*
- *Each candidate is provided with support files in the folder JJEB-2022 on the computer Desktop. Use the support files where applicable to supplement the questions.*
- *Each candidate is provided with a new blank compact Disc (CD).*
- *Use a permanent marker to write your name, and personal number on your CD*
- *Candidates should continuously save their work*
- *Each candidate must produce a hardcopy for each of their work to accompany the compact disc (CD)*

1. (a) Using a word processor application, load the file education.docx (01 mark)
- (b) Copy the work to page 3 of your document (01 mark)
- (c) Add a suitable heading for your document, bold and thick underline it (03 mark)
- (d) Center align the heading. (01 mark)
- (e) Format the whole document to Arial, font size 13.5 (02 marks)
- (f) Justify your document (01 mark)
- (g) Add a suitable picture from JJEB-2022-P3 image folder as watermark and washout (01 marks)
- (h) Insert a four-line drop cap on the second paragraph on page 3 (01 mark)
- (i) Strikethrough paragraph 3 (01 mark)
- (j) Insert an art border on page one only (01 mark)
- (k) Convert paragraph one to two columns (01 mark)
- (l) Insert page numbers to the format of -1-, -2-, -3- (01 mark)
- (m) Insert a picture school from support file on page 2 (01 mark)
- (n) Resize the picture to 4" height and 6.63" width (01 mark)
- (o) Add automatic current date and time as footer (01 mark)
- (p) Save your work as your name (01 mark)
- (q) Print page 1 and 3 in your document (01 mark)

2. (a) Using a spreadsheet application, open the file Payments.xls and save it as Monthly pay (01 mark)
- (b) Add the column headings; Transport, Housing, welfare, Gross pay, Tax, net pay and Position (01 marks)
- (c) Using appropriate formulas and function calculate
- (i) Transport, Housing, welfare is 10% of basic pay (01 mark)
- (ii) Gross pay is summation of all allowances and basic pay (01 mark)
- (iii) Tax is 5% of Basic pay (01 mark)
- (iv) Net pay is gross pay minus tax (01 mark)
- (v) Use net pay to determine the position in ascending order (01 mark)
- (d) In cell H12 and H13 determine the highest amount paid and least amount paid to employee (02 mark)
- (e) Insert the suitable title for the data, bold, center, and double underline it (02 marks)
- (f) Change the column heading to angle 45° (01 mark)
- (g) Change the page orientation to landscape (01 mark)
- (h) Apply a green line color all borders outline to cells with data (01 mark)

- (i) Change the font size to 15 (01 mark)
- (j) Rename sheet 1 as payments (01 mark)
- (k) Draw a line chart showing employees and net pay, add a suitable heading for the chart (02 mark)
- (l) Insert your name as a footer (01 mark)
- (m) Save and print your work (01 mark)

3. Using a presentation software create a five slide presentation about early marriage in Uganda as follows

- (a) Slide 1 Should have Topic and your Name (02 marks)
- (b) Slide 2 Definition of early marriage (02 marks)
- (c) Slide 3 Why it happens (02 marks)
- (d) Slide 4 How to end it (02 marks)
- (e) Slide 5 Conclusion (01 mark)

Open the file called marriage and use it to add more information into your created slides in a summarized form

- (f) Design a presentation that runs automatically after 3 seconds (01 mark)
- (g) Insert image 001 jpg on any slide of your choice (01 mark)
- (h) Apply animation on the image you have inserted (01 mark)
- (i) Open a master slide and perform the following tasks
 - Master title style font size is 20 (01 mark)
 - Master title style font color is red (01 mark)
 - Master title style animation is bounce upon entrance (01 mark)
 - Adjust slide transition effect to stripe and bar (01 mark)
- (j) Insert a footer as your name (01 mark)
- (k) Insert current date and time to all slides (01 mark)
- (l) Save your work as Early marriage (01 mark)
- (m) Print your work on one page (01 mark)

4. Buruni is a company that runs a saving scheme for its members. You have been asked to design to use a database management software to help the scheme members maintain records of the association

Buruni Association Data

First NAME	Last Name	ASSOCIATION NO	Date of Birth	Membership fee (shs)	paid
Kizito	Owen	5216	13/02/1990	200000	YES
Obbo	James	1238	18/08/2015	12000	NO
Okongo	Michael	1258	23/12/2003	140000	NO
Namtovu	Diana	5213	25/12/2010	250000	YES
Nalubega	Maria	6125	31/10/1991	10000	NO
Namukasa	Penina	7745	08/08/1992	70000	YES
Aketch	Lucy	6112	10/10/1995	600000	YES
Waibi	Peter	4115	11/12/1993	30000	NO

- Using appropriate software, create a database and save it as **Buruni Association Data** (01 mark)
- Design the table Buruni Association Data. Use appropriate data types (06 marks)
- Create a query to compute:
 - Age of members of association. Save query as Age (02 marks)
 - Create another query that would be used to display those whose first name starts with N and O name letter (02 marks)
 - Create a query for members whose membership fee is above 60,000 and save it as Golden (02 marks)
- Add a column **Double fee** in the database table to multiply membership fee by two (02 marks)
- Generate a report from age query and save it as age report (01 mark)
- Insert a report footer into a Age report (01 mark)
- Create a form to generate all the fields of the database, add a logo of your choice from the image folder (02 mark)
- Print your work (01 mark)

5. Using an appropriate software create an invoice receipt

(a) Adjust the paper size using the following dimensions to width 8.4" and height 11.8" (02 marks)

(b) The details of the invoice receipt are:

- A logo of company at the left hand side of the invoice (02 marks)
- Sema ltd is the name of business. (01 mark)
- Format sema ltd to any word art style of your choice (01 mark)
- Use your name as owner of receipt (02 marks)
- Location: Jinja main street opposite Central Police station (02 marks)
- Dealers in: plastics and furniture (02 marks)
- Telephone, Email address (02 marks)

(c) Apply an appropriate background color for the invoice receipt (02 marks)

(d) Add a suitable boarder for the invoice receipt (02 mark)

(e) Insert a footer as your name (01 mark)

(f) Save your file as Invoice and then print 6 invoice receipts per A4 paper (01 mark)