JINJA JOINT EXAMINATIONS' BOARD (JJEB)
SUB ICT SCORESHEET S850/3, UACE 2022.

Name……………………………………………………………………………………………………… Index Number

WORD PROCESSING

Question No.	(a)	(b)	(c)		(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	q	
Skills tested	Load file	Copy pg. 3	Suitable heading	Bold 1 underline 1	Centre align heading	Arial font1 Font size 13.5 (1)	Justify document	Picture watermark	Four line drop cap	Strike through	Art boarder	Two columns	Page numbers	Insert pic	Resize pic	Auto date, time	Save as	Printing	To
Expected Mark(s)	(01)	(01)	(01)	(02)	(01)	(02)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(2
Actual mark(s)																			

SPREADSHEET

Question No.	(a)	(b)	(c)					(d)		(e)		(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	
Skills tested	Enter data	Column headings	Allowance 10%	Gross pay	Tax 5%	Net pay	Position	Highest paid	Lowest paid	Suitable heading	Bold, center underline	Colum Hd 45°	Landscape orientation	All border outline green	Font size 15	Rename sheet payments	Line chart heading	Footer	print	To
Expected Mark(s)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(02)	(01)	(01)	(2
Actual mark (s)																				

PRESENTATION

QUESTION NO	(a)		(b)		(c)		(d)		(e)	(f)	(g)	(h)	(i)		(j)	(k)	(l)	(m)	
Skills tested	Slide I		Slide II		Slide III		Slide IV		Slide V	Auto 3sec	Image 001	Animation image	Slide master		Footer Name	Date time	Save as	Print handout	T
	Topic	Name	Creating slide 2	Definition	Creating slide 3	Slide 3 Content	Creating Slide 4	Slide 4 Content	Conclusion				Font size Font Colour	Animation Transition					
Expected Mark(s)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(02)	(02)	(01)	(01)	(01)	(01)	(
Actual Mark(s)																			

Question No.	(a)	(b)			(c)							(d)		(e)	(f)	(g)	(f)	
Skills tested	Save as	Design table	Appropri.Key	Data Types	Aged Query	Crit..Aged query	Letter Query	Crit. Letter Query	Golden Query	Crit Golden	Double fee coln	Cal.double fee	Age report	Footer report	Design form	Insert a log	Print	T
Expected Mark(s)	(01)	(02)	(02)	(02)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(01)	(
Actual Mark(s)																		

DATABASE MANAGEMENT
DESKTOP PUBLICATION

Question No.	(a)		(b)								(c)	(d)	(e)	(g)		
Skills tested	Loading Application	Adjust paper size	Logo 1 Left side 1	Comp. name	Word art style	Name of owner	Appro. location	Content of abt dealers	Tel. no	Email address	Appro. Background color	Suitable boarder	Footer as your name	Print 6 invoice receipts	Total	
Expected	(01)	(01)	(02)	(01)	(01)	(02)	(01)	(02)	(01)	(01)	(02)	(02)	(01)	(01)	(01)	(20)

Mark(s)															
Actual Mark(s)															