

S850/2
SUBSIDIARY ICT
(PRACTICAL)

PAPER 2

July 2024

2 hours



KABS ICT RESOURCE CENTER

Uganda Advanced Certificate of Education

SUBSIDIARY ICT

(PRACTICAL)

Paper 2

2 hours

INSTRUCTIONS TO CANDIDATES:

*This paper is made up of **five** equally weighted questions.*

*Answer any **three** questions.*

*Any additional question(s) will **not** be marked*

*Each candidate is provided with support files in the folder **Support Files** on the Computer Desktop. Use the support files where applicable to supplement the questions.*

*Candidates should continuous **save** your work.*

*Each candidate must produce a **hard copy** for each of their work*

Turn Over

Answer any **three** questions on this paper

1. (a) Using a suitable word processing program, type the following information exactly as it is and save it as your name and personal number.

Use font size **14** for the main text.

(06 marks)

Fufa / Uganda Football
P.O.BOX 183, KAMPALA

FUFA-UGANDA-SPORTS competitions

Notice is hereby brought to all forthcoming inter-house competitions. The committee has sorted teams depending on the performance of the last five (05) years and regular performances.

GROUP A	
1.	S.C Elephants
2.	S.C Jaguars
3.	S.C Buffaloes
4.	S.C Leopards
5.	S.C Cheetahs

GROUP C	
1.	S.C Villa
2.	Sodolin FC
3.	Iganga FC
4.	Bugembe United FC
5.	Jinja SS / Kirinya FC

Because of the time, we have been able to group the following teams.

We are the best association as we work with all our esteemed sports.

GROUP B	
1.	KCCA FC
2.	Bull FC
3.	Jinja Municipal FC
4.	Bugembe United FC
5.	Ibanda Main FC

GROUP D	
1.	Express FC
2.	Masaka LC FC
3.	Mbale Heros FC
4.	Kirinya United FC
5.	Kakira FC

Other teams will be grouped in the due course. We recognize the time you have put to come up with a wonderful team.

Management
Fufa 2024

Instructions

- a) Copy this work to page 3 of your document. (01 mark)
 - b) Change the heading to uppercase, font size 20.5 and color red. (02 marks)
 - c) Add a watermark: **This Page is Blank** in Page 2 of your document. (02 marks)
 - d) In page 3 in the middle of your text, add a ball from the clip art gallery measuring 3 inches wide and 2.5 high and send it **behind** text (02 marks)
 - e) Reflect the ball so that the shadow is on the right (02 marks)
 - f) Bold and underline the word team wherever it appears in page 3. (02 marks)
 - g) Add a header of your name and personal number to the right. (01 mark)
 - h) Add a Endnote on the word **FUFA** to read as **FEDERATION OF UGANDA FOOTBALL ASSOCIATION**. (01 mark)
 - i) Thereafter Print all your work. (01 mark)
2. Load the file Performance.xlsx from the support files and Save your work as **Personal Number – Leavers Budget** (01 mark)
- i) Use a function (not a formula) to calculate the Total Price in each item (01 mark)
 - ii) Use appropriate functions to calculate:
 - a) Average Total Price (02 marks)
 - b) Lowest Total Price (02 marks)
 - c) Highest Total Price (02 marks)
 - d) Grand Total Price (02 marks)
 - iii) If the Leavers made a contribution of 1500000 as indicated in the worksheet, use a formula to calculate the balance to remain after all the purchases (02 marks)
 - iv) Use the IF() function to display comments as “High Price” if the item’s price is 10000 and above, “Normal Price” if the item’s price is above 5000 and “Low Price” if the item’s price is 5000 and below (02 marks)
 - v) Apply a thick green border with red grids inside (01mark)
 - vi) Create a pie chart based on Items against Price fields showing labels and price variation in percentages. Save it as Pie-Chart. (03 marks)
 - vii) Put your full name and index number as a footer (01 mark)
 - viii) Add a file path with current date and time in the header and Print all your work. (01 mark)

3. **load the file KIM INVESTMENTS LTD.accd that** shows filtered data for KIM INVESTMENTS employees for the year 2009. **Save it as Kim-** your name eg (KIM- LODWAR) *(01 marks)*

a) Rename your Table as “KIM STAFF” *(01 mark)*

Open KIM STAFF in design view and adjust the data types accordingly to their respective fields. *(01 mark)*

b) Add a new field called STAFF NO before Name field and Set the STAFF NO: field as a primary key with a format of “KIM-000” using the auto number data type. Save changes and close the your table. *(03 marks)*

c) Design a form from the above table returning all fields, with additional field names of Age, Gross Salary (Salary*Duration), Tax (25% of Gross Salary) and use formula for each, name the form as “KIM FORM” *(02 marks)*

d) Insert a footer as your name with form color light green to the above form, a title as KIM INVESTMENTS DETAILS FORM 2018. *(02 marks)*

e) Design a query to return all fields as in c above and perform the necessary mathematical expressions to return the actual values. Name it KIM QUERY. *(02 marks)*

f) Create another query **from** e above and return only the following fields: Staff No, Name Date of Birth, Salary, Tax to filter out employees who were born before 1995 and name it BEFORE 1995 *(02 marks)*

g) Using the query in e, create a filtered query for employees from BURUNDI and name it as FOREIGNERS *(02 marks)*

h) Design a query called RICH for all employees whose tax rate is above 500,000 using the main query you created *(02 marks)*

i) Design a report from the FOREIGNERS query and Name it TRANSFERRED. *(02 marks)*

4. There will be a “**Science and Technology Exhibition**” in your school on 15th May next year. The ICT club has been chosen by the school administration to organize a team and suitable materials which will market the school at this exhibition. You have been selected to head this team. Save file as **ICT Show**.

(a) Make slide one a Master Slide and customize it as follows

- ✚ A picture of a Computer aligned to the top left
- ✚ A footer in your name and personal number centered (bolded in Tahoma size 22)
- ✚ An 8pt Purple line between the master and text style place holders.
- ✚ Apply a yellow shading to the Master title styles
- ✚ Date and Time to the right in Tahoma font size 22
- ✚ All headings should be font size 48 comic sans ms
- ✚ All sub headings at content should be in Times new roman.
- ✚ Apply a green shading to all element in the footer section.

Using presentation software of your choice, design a 4-slide presentation which you and your team will use to market your school on this day.

(i) **Slide One: (Use a different slide design)**

- A title slide outlining basic information about your school.

(ii) **Slide Two: (Use another slide design)**

- Use an appropriate slide title.
- Use an organizational chart slide layout to organize the information below in the most appropriate way.

— Top in the hierarchy of your computer club executive members is the

PATRON [MR.KABAALE]

— The Club **CHAIRPERSON**[GATUSO] followed by **VICE**

CHAIRPERSON[ANNET]

— The **CLUB SECRETARY**(AISU), the **PUBLICITY**

SECRETARY[ONEN] and **CLUB TREASURER** [ATUGONZA]

(iii) **Slide Three: (Use a different slide design)**

- Use a title and table slide layout.

- In the table on this slide, organize the following subjects taught in the school under the different levels. Insert a suitable title for this table.

LEVEL	SUBJECTS
O-LEVEL	Computer Studies, CRE, English, History, Biology, Physics, Chemistry, Fine Art, IRE, Luganda, and Political Education.
A-LEVEL	<i>Science subjects</i> [Chemistry, Biology, Physics, Mathematics, Agriculture, and General Paper/Sub-ICT/Sub-Mathematics]
	<i>Arts subjects</i> [History, Geography, CRE, IRE, Luganda, and General Paper/Sub-ICT/Sub Mathematics]

(iv) **Slide Four: (Use anybackground color)**

- Use the title **The ICT Club Members from 2020-2023** and a chart slide layout.
- The table below shows enrollment figures for the O-level ICT members from 2020 to 2023 Use it to generate a column chart that will appear on this slide.

Class	2020	2021	2023
S.1	100	170	140
S.2	120	200	60
S.3	150	70	50
S.4	160	90	150

(b) Convert the values for 2020 into a line graph

(c)Insert labels on your chart .

(d) For the entire presentation, format it as follows

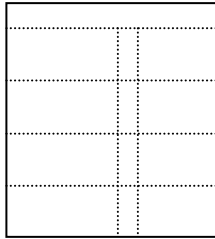
- Use bounce for headings and credits for the details in slides.
- Apply a slow transition, random vertical bars, and automatically after 00:05 seconds.

(e) Link all slides to one another using action buttons with your personal number inside the action button as a text.

(f) Save and print your work.

5. In this task you will develop and modify a food menu of a restaurant

- (a) Using an appropriate program, load a file called **MM33009Lnue.pub** from the support files folder **images**. **Save it as Menu-personal no.** (01 mark)
- (b) Adjust the dimensions of the page as follows
- Left margin and Right margin to 0.6 (01 mark)
 - Top margin and Bottom margin to 0.7 (01 mark)
- (c) Using Word Art, put the name of the restaurant of your choice (01 mark)
- (d) Change the Word Art shape to **Triangle down** (01 mark)
- By use of page guides, divide your page to appear as follows (02 marks)**



- (e) Develop a menu that should include the following information
- i) Three types of foods (01 mark)
 - ii) Three types of snacks (01 mark)
 - iii) Three types of cold drinks (01 mark)
 - iv) Three types of warm drinks (01 mark)
- (f) First column for the item names (01 mark)
- (g) Second column for their respective prices (01 mark)
- (h) Change the page back ground to an appropriate color (01 mark)
- (i) Insert party glass art page borders (02 marks)
- (j) Import images from the folder named images and distribute evenly on the page. (02 marks)
- (k) Insert a footer of your name and index number (01 mark)
- (l) Save the changes Print your work (01 mark)

END