S850/2
SUBSIDIARY ICT
(PRACTICAL)
PAPER 3
July 2024
2 hours

KABS ICT RESOURCE CENTER

Uganda Advanced Certificate of Education
SUBSIDIARY ICT
(PRACTICAL)
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) 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 word processing application, load the article in a file Modernization .rtf and save it as your name. *(01 mark)*
   (b) Include the title of the article as "MODERNIZATION THEORY". *(01 mark)*
   (c) Centre, Bold and apply a font color blue with size 20 and a dotted underline to the title above. *(03 marks)*
   (d) Justify and apply font size 14 to the body of the document. *(02 marks)*
   (e) Generate Table of Content for the article automatically on the first page. *(05 marks)*
   (f) Add page numbers in the format (Page X of Y) e.g. **1of 2**. *(01 mark)*
   (g) Insert an end note in the last paragraph as document source: http://www.develoment.com *(01 mark)*
   (h) Include your name and random number as a water mark. *(01 mark)*
   (i) Perform a spell check in your document to remove all spelling and grammatical errors. *(02 marks)*
   (j) Create a purple page boarder of 6 pts on only page 1 of the article. *(02 marks)*
   (k) Print Page one of your work. *(01 mark)*

2. Using an appropriate spreadsheet application, load the file **Exam results** and save it as your name and personal number. *(01 mark)*
   i. Determine the final score for every student by use of a formula. (02 marks)
   ii. Determine students' position in a new column basing on their final marks and apply an orange background color. (03 marks)
   iii. Add a column called **GRADE** and use the final mark column to assign for grade as follows From **80-100** assign **A**, **70-79**, "**B**", **60-69** "**C**", 50-59, "**D**", **40-49**, "**E**" and **00-39**, "**F**" using the **IF** function or **VLOOKUP**.(03 marks)
   iv. Insert a **Green thick border** with grids inside around your work.(02 marks)
   v. Copy and paste your work to work sheet 3. (01 mark)
   vi. Select the names, EOT and Final Mark columns to form a column graph with appropriate titles and axes and save it as **My Graph**. (03 marks)
   vii. On the same sheet, Insert a header "**STUDENTS PERFORMANCE 2018**" and a footer of your Names and centre them. (02 marks)
   viii. Convert the EOT marks into a line graph (02 marks)
   ix. Save changes and Print your work. (01 mark)

3. The **three** "Categories of Computer Software" are Operating System, Application Software and Utility Software. Use power point to present the info.

Required to

❖ Use Flow as the slide design

(a) Make slide **One** a slide master and customize it as follows   (03 marks)

❖ Your name and index number centered

❖ Date and time right aligned and Slide numbers to the right

❖ A 8pt blue line between the title and sub title

❖ A clip art image of a computer top right on top of a line.

❖ Titles should be font 44 Comic Sans Ms & Sub title should be font 32 Times New Roman

❖ Apply any background color, close the master view and;

Create a Presentation as indicated below:

(b) Slide **One** – Include the Title, your name, class and email address (if applicable). *Add a star shape with a phrase "**Your no-2024**"*   *(02 marks)*

(c) Slide **Two** – Define the Operating System and give at least three examples.

(02 marks)

(d) Slide **Three** – Define Application Software and give three examples.

(02 marks)

(e) Slide **Four** – Define Utility Software. Give three examples.   *(02 marks)*

(f) Save the Presentation as **Personal No-*Computer Software***.   *(01 mark)*

(g) ***Note***   The slides should:

❖ Run automatically after 00.02 seconds, box in and credits.   (01 mark)

❖ Use minimal graphic effect.   (01 mark)

❖ Link one slide to another using action buttons with your personal no inside the action button as a text.   (03 marks)

❖ Set your presentation with the ability to be **browsed at a kiosk** *(02 marks)*

❖ Print all your Slides as handouts.   *(01 mark)*

4. Using a suitable desktop publishing application, design certificate to be awarded to students who have worked tirelessly for the ICT Club in your school. *(06 marks)*

a) Apply a suitable boarder to the certificate and give it a professional look. *(02 m)*

b) Use the appropriate signatories to your certificate that is; Head teacher, Patron ICT Club and the President (use any image 001-004 as the owner). *(03 marks)*

c) Use font size 22, color blue, bolded & italics to the text you have typed. *(03 m)*

d) Use ICT Club Logo from the support files and place it appropriately.*(02 marks)*

e) Use appropriate graphics and back ground   *(02 marks)*

f) Use your name as the owner of the certificate. *(01 mark)*

g) Save the certificate as **Personal No-ICT WIZARD** and print it out. *(01 mark)*

5. Load a file called **Computer Club.accdb** and save the database as **Computer Club - Personal Number** and rename the table as **Students Table.** *(01* mark)

(a) Open Students table in design view and perform the following tasks

   ❖ Change date format into medium date

   ❖ Ensure that membership fee has a suffix **UGX-** at the beginning

   ❖ Store names in lower case   /($1\frac{1}{2}$ marks)

(b) Add a new filed called **CODE** before Name filed and Set the **CODE**: field as a primary key instead of Name with a format of "**ICT-000**" using the auto number data type. Save changes and close the your table. *($1\frac{1}{2}$ marks)*

(c) Create the following queries whose members have;

   (i)   Names containing letter **U** and born after **2004 - 2009**. Name it **U Members.**   /(02 marks)

   (ii)   Members from Form Six Science. Name it **S6 Science**. (02 marks)

   (iii) Those members who joined the club in February and March of every year in the given data, Name it **Feb-Mar**.   /(02 marks)

   (iv)   Using the above query, display their balances in a new field named BALANCE. Given that complete membership Fee is **10,000**./(02 marks)

(d) Create a form in **design view** to be used for entering new members in the table in the following years. Name it **Computer Form**.   /(02 marks)

(e) In the form above add date and time and a header as "**WE ARE THE COMPUTER & ICT CLUB 2024**" and a footer of your **NAMES**. /(01 mark)

(f) Create a report from table using trek style, stepped and Landscape. Group the report by the Class field showing the sum of the Membership fee field for each type of Class. Save the report as Name it **Computer Report**.   /(03 marks)

(g) Using this report, add a footer of your names and personal number and a new field **YEARS SPENT** that will return the Actual years that members have spent in the club. /(02 marks)

END