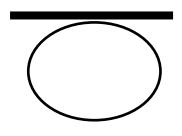**840/2**

COMPUTER STUDIES

PRACTICAL

Paper 2

September, 2017

$2^1/_4$ hours

UGANDA NATIONAL EXAMINATIONS BOARD

Uganda Certificate of Education

COMPUTER STUDIES PRACTICAL

Paper 2

2 hours 15 minutes

INSTRUCTIONS TO CANDIDATES:

The paper consists of **two** *sections,* **A** *and* **B**

Section **A** *contains* **one** *compulsory question that takes 40 marks.*

Section **B** *contains* **three** *questions. Answer any* **two** *questions from this section.*

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

Each candidate is provided with a **new flash disk"** *or a* **blank compact -disc rewritable**.

Candidates should continuously save their work

Each candidate **must** *produce a* **hard copy** *for each of their work to accompany the diskette or compact disc.*

Software wizards must not be used.

Create a folder on the desktop with all your names and save your work there

This section is compulsory

1. (a) Ms. Sylvia is a house teacher in Kyesibe High School. Her school will be holding its inter-house MDD competitions soon: Being a Day school, Ms, Sylvia needs to put in extra time to perfect most of the activities. She intends to send special letters requesting parents to release their children on non-schooling day for practice.

The contents of the letter will be the same for all parents except for the parents' personal details and titles; below is the letter to be sent and a table showing the personal details of the different parents

Kyesibe High School
P.O. Box 35,
KAKIIRI
20th September 2017

THRU: THE HEADTEACHER
TO: Parent/Guardian of: <<**STUDENT'S NAME**>>
<<**PARENT'S NAME**>>
<<**PHINE NUMBER**>>

Dear <<**TITLE**>>
      RE: REQUEST TO RELEASE YOUR CHILD ON SATURDAY 23TH
NOVEMBER
As the annual Inter-house MDD competitions draw nearer, our hose is devising means of increasing time for practice.
I hereby request you to release your <<**GENDER**>> on the above mentioned date, to enable us polish his/her performance as a <<**CATEGORY**>>.
We will be grateful for your positive response.
Yours faithfully,
…………………..
Mrs. Sylvia Apio
HOUSE MISTRESS-UGANDA HOUSE

Student's Name	Parent's Name	Phone Number	Title	Gender	Category
Okech Kate	Mr.Okech Moses	0703-232 522	Sir	Daughter	Dancer
Kale Angel	Ms. Nankya Percy	0772-545 333	Madam	Daughter	Actress
Ssali Ben	Mr.Ssali James	0752-562 418	Sir	Son	Actor
Bbaale Tonny	Mr. Bbuye Bob	0712-214 555	Sir	Son	Singer
Nambi Annet	Ms. Sonko Sally	0783-655 631	Madam	Daughter	Actress
Ladli Robert	Mr. Okidi Fred	0752-989 536	Sir	Son	Drummer

Required

a) Type the letter and save it as permit Letter-Your name (04 marks)

b) Create the table and save it as permit table-Your name (03 marks)

c) Include a header of your name and index No on the letter (01 mark)

d) Insert current date and time in the lower bottom center of your letter and update it automatically. (01 mark)

e) Insert a three lines 3 point page border on your document (letter) (01 mark)

f) Using appropriate word processing feature link the table to the letter so as to generate 5 letters to be sent to the respective parents of the participants in Mrs. Sylvia's House. And ensure that All merge fields inserted should be bolded. (06 marks)

g) Insert a printed water mark of your **Reg No** in the entire document. (01 mark)

h) Make the reference appear in blue colour font size 14 Arial Black style and the rest of the text 14 font size and in Black times Roman (02 marks)

i) Print the 6 letters. (01 mark)

(b) Create an Excel work book named "**Spreadsheet Analysis**" and carry out the following

tasks. Insert/ type the data exactly as given below   (04 marks)

EMPLOYEE NAMES	SALARY SCALE	BASIC SALARY	OVERTIME ALLOWANCE	GROSS SALARY	NSSF	NET SALARY
ABO ESTHER	U5		80000			
AMODING SHARON	U2		20000			
MPANGA DAVID	U1		500000			
ASIIMWE PASSY	U3		235000			
BUSULWA SIMON	U5		23500			
CHEMUTAI JERRY	U5		20320			
CHUA DANIEL	U3		230000			
DON CASEY	U3		201200			
HAMA HERMAN	U5		50000			
ISABIRYE BRUNO	U1		25000			
KABUYE CONRAD	U3		200000			
BUSOLO FELIX	U2		320000			
KIFEDA EARNEST	U2		341000			
KIRABO VIVIAN	U4		176000			
MUGISHA JOEL	U4		130500			
MUTATYA SIMON	U1		20000			
NAKITENDE PAULINE	U3		250000			
NSUBUGA JOSHUA	U5		6000			
OCHIENG BRIAN	U5		56000			

i.   Give that the employees who belong to Salary Scale of U1 earn 2,000,000, U2 earn
      1,500,000, U3 earn 1.000,000, U4 earn 800,000 and those of U5 earn 300000. Use
      any function to populate basic salary in the worksheet.   (03 marks)

  (i) Use functions to determine GROSS SALARY, NSSF and NET SALARY given that:

      (a) **GROSS SALARY**=BASIC SALARY + OVERTIME ALLOWANCE

                                                                                (01 mark)

      (b)**NSSF** is 18% of basic salary for basic salary above 1000000 and 14% of basic

          salary otherwise.   (03 marks)

      (c) **NET SALARY**=GROSS SALARY – NSSF   (01 mark)

  (ii)Format the values to have **"¥"** Chinese PRC symbol as their suffix with no decimal

          place value.   (01 mark)

(iii)   Type the labels U1, U2, U3, U4 and U5 each in the series A22:E22.

(01 mark)

(iv)   Use function to discover the number of employees falling in the different salary scales corresponding to U1, U2, U3, U4 and U5 each in the series A23:E23.

(02 marks)

(v) Use the data discovered in the instructions (vii) above to plot a column graph of salary scale against number of employees. Save it as My Graph with well labeled axes.   (03 marks)

(vi)   Insert your name and personal number in the header.   (01 mark)

(vii)   Save your work as **salary** and print.   (01 mark)

SECTION B: (60 MARKS)

*Answer any **two** questions from this section.*

2. Kisakye Charles General Hardware Mubende has contracted you to design for it a website. Using any available web authoring software design a three page website for this enterprise. Make sure that you site is impressive and does not take long to download   (06 marks)

Note: Use Font style Comic Sans Ms for the Marquee, Fuchsia as the Background and a Horizontal Line with height "6"   (03 marks)

All pages should have your name bottom right as the owner   (02 marks)

(i)   The **home page** should have the enterprise address, location, staff and the building photograph   (04marks)
(ii)   The **services page** should have a bulleted list of all the services offered and other necessary information about the enterprise   (03marks)
(iii)   The **queries page** should have a form that a customer can fill in case he / she is making inquiries about the enterprise.   (03marks)

(iv)   Use a moving page title on all pages   (02marks)
(v)   Link all your pages   (02marks)
(vi)   Show the contact of the author, copyright and date of publishing   (03marks)
(vii)   Save your work as "Kisakye (your Surname)   (02marks)

3. (a) Load a Database management software and create a database called **HAMZAN COIN**. (01 mark)

(b) Design a data table basing on the guidelines given in the table below and save the table as **CAR TABLE 1**. (03 marks)

Name of the field	Properties of the field	Field description
(i) Brand name	-will contain only alphabetic characters. -must not exceed 15	Brand name of the car
(ii) Manufacturer name	-Will contain only alphabetic characters. -must not exceed 15	Name of the manufacturing company.
(iii) Car ID	-A unique identification number. -It comprises only of 5 characters.	Unique number assigned to the car.
(iv) Body Colour	-The field should be set up to enable databases users choose from one of these colours (Red, Army green, Silver grey, White, & Blue)	Colour of the body of the car.
(v) 4-wheel drive	-This field will have Boolean data entries, -Yes for those which are 4-wheel drive cars and No for those that are not.	Whether the car is a 4-wheel drive or not
(vi) Date out	-The field will have entries in form of dates.	The date when the car left the depot
(vii) Customer name	-Will contain only alphabetic characters. -Must not exceed 25	Name of the customer who bought the car

(c) Create a Form for the above table showing all the fields. (02 marks)

(d) Include a form header of 2 lines (one below the other) reading as follows:

(02 marks)

Line 1 | HAMZAN CAR DEPORT | Line 2 | Car Details Form |

(e) Enter the records below using the form which you have created in (c) above.

(05 marks)

BRAND NAME	MANUFACTURER NAME	CAR ID	BOBY COLOUR	4-WHEEL DRIVE	DATE OUT	CLIENT NAME
NADIA	TOYOTA	HZ010	WHITE	YES	03/06/2012	KHAN SHREE
DATSUN	NISSAN	HZ002	BLUE	NO	06/04/2013	ODONG TOM
PATROL	NISSAN	HZ013	SILVER GREY	YES	04/06/2014	GEERA TITIANA
HILUX	TOYOTA	HZ001	ARMY GREEN	NO	01/04/2012	MUGISHA HOPE
HONDA	HONDA	HZ004	RED	NO	05/08/2012	LEMA SHEM
PRADO	TOYOTA	HZ011	ARMY GREEN	YES	14/09/2014	DDUMBA PAUL
NUAAR	TOYOTA	HZ035	LIGHT BLUE	YES	30/06/2011	NSUBUGA JAMES

(f) Create a report for the table and save it as **TABLE 1 REPORT**   (03 marks)

(g) Group the records according to Manufacturer name.   (01 mark)

(h) Include a report footer of your name and personal number.   (01 mark)

(i) Create a query showing cars manufactured in the year 2014 only.   (03 marks)

(j) Given that all the cars have been in use from the time of release, calculate the years they have been on road serving. Use a query object to get this in a new field Years Spent. Save it as **Original Cars**.   (04 marks)

(k) Create a Query showing all fields for these cars manufactured by TOYOTA and they are 4 Wheel drive cars and save it as TOYOTA Cars.   (03 marks)

(l) Print your work.   (02 marks)

4. Create a suitable **6- slide** show presentation for the networking essentials with the following items:

Save your presentation as **Networking Guide**

The slides should have the following:

  (i)   Appropriate animation schemes to view the presentation.

  (ii)   Appropriate transition for the show

  (iii) Clips and word art where applicable

  (iv)   A horizontal line between the titles and the content

  (v)   Appropriate design templates and background color

  (vi)   Footer bearing you name and index number

(Use a master slide where applicable)

                                                                                    (04 marks)

  a)   **Slide I:** A title for the slide (introduce yourself and the Topic) and give a definition of networking   (03 marks)

  b)   **Slide II:** Reasons for Networking   (04 marks)

  c)   **Slide III:** Types of networks   (03marks)

  d)   **Slide IV:** Networking tools   (05 marks)

  e)   **Slide V:** Types of network cables   (04 marks)

  f)   **Slide VI:** Advantages and disadvantages of networking on a two column slide layout. Provide a vertical line between the columns.   (05 marks)

  g)   Link your slides to one another   (01 mark)

  h)   Save changes in your work and make a printout.   (01 mark)

END
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