

840/2

COMPUTER STUDIES

PRACTICAL

Paper 2

September, 2017

2¹/₄ 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

SECTION A (40 MARKS)

This section is compulsory

1. A) Type the following document as it is and follow the instruction in the required list: (2 marks)

Greatness does not come overnight. It is a persistent struggle that involves a lot of hard work. We are told to work hard but it is of no use if we don't work intelligently. Strength without skills cannot be reliable in the current world. Challenges come in our way in a rapid changing form and with renewed intensity.

You cannot build your future in future. We traverse in hardships to be able to conquer vicious difficulties with skillful approach. Knowledge is power, not the reverse. Do not ignore knowledge of any form. We learn from our teachers and, perhaps, the books that we read. You can earn a living using learnt skills even where there are limited resources.

No one should be proud of the riches acquired through theft, corruption, tax evasion or diverting resources meant for the welfare of the disadvantaged. Do not play shortcut games because you failed to prepare your future in time. If you do, you know you are working your way to imprisonment and hell!

Required:

- i) Apply page break and copy and paste the passage you have typed in three other new pages. (2 marks)
- ii) Insert page numbers at the top right of the pages. (2 marks)
- iii) Change the font style of the first page to Arial Narrow and font size 13. (2 marks)
- iv) Change the work in page two to appear in three columns, justified and with 10% yellow background shade. (3 marks)
- v) Indent the work in page three to 1.1" both left and right margins, should appear justified and surrounded with a thick border. (4 marks)
- vi) Change the work in page four to double line spaced, character space of style Expanded at 1.2pt. (3 marks)
- vii) Insert a footnote at the bottom of the last page as "With ICT we shall gain Skills", Print a copy and save it as Your Name – **Modern Life**. (02 marks)

B. (a) From the payroll of **KAMPALA COMPUTER ENTERPRISES**, for the month of February, Enter the following data as it appears in the table below in a worksheet and save as '**KLACOMPUTERENT**' (03 marks)

EMPLOYEE NAME	AGE	POSITION	AUG WAGES	SEP WAGES	SEP PAYE	SEP NSSF	SEP NET PAY
Amuge Patrick	30	General Manager	416,000				
Pamela Phindi	33	Chief Accountant	380,000				
Mukalele Wycliffe	25	Training Manager	400,000				
Recknock Catherine	47	Marketing Manager	300,000				
Irene Ayebare	25	Production Manager	250,000				
Assimwe Joan	24	Advertising Manager	200,000				
Nsiita Jacqueline	26	Public Relations Officer	188,500				
TOTAL							

- (b) Due to inflation, the management increased the wages of employees who earn 300,000 and below by 10% and for those who earn above 300,000 by 5% for month of September. Using an appropriate function, compute the new wage for each employee in the month of September. (03 marks)
- (c) Calculate the Pay As You Earn (PAYE) tax given that its rate is 15% of the Gross wage. There after calculate the oldest age in cell B9. (02 marks)
- (d) NSSF is calculated at 2% of Gross wage. Calculate the NSSF savings for September per employee. (02 marks)
- (e) Use a suitable formula to generate the NET PAY that will be available for each employee. (02 marks)
- (f) In the TOTALS row, compute the Totals for all the columns having currencies. (02 marks)
- (g) In cell C9 use the countif function to compute for how many are managers. (02marks)
- (h) Apply a green line color “**all borders**” outline to all cells with data. (01 mark)
- (i) Merge cells A1:H1, centre the content both horizontally and vertically, provide a suitable title and Change the font size of the title to 20, change the font face of the title to Algerian and Fill the title with a yellow background. (02 marks)
- (J) Add your name and index number as a right aligned footer and print your work in a landscape orientation. (01 mark)

SECTION B (60 MARKS)

Attempt any two questions

2. As a games prefect, you have been asked to prepare a presentation about **the importance of sports in schools**. In the presentation, you will also show the results of the previous inter house completions in your school.

(a) Create five slides as follows:

Title slide: Should have suitable title for your presentation, your name and your role in the school. This slide should also have related graphics (from the clip art section). *(05 marks)*

Slide Two: How can students benefit from participating in sports? *(03 marks)*

Slide three: Should have a bulleted list of at least ten sporting activities you know *(05 marks)*

Slide four: Previous House Competition Result: Should have a column chart showing the number of points that each of the five houses got. *(05 marks)*

Slide five: Should have a good summary and conclusion for presentation *(03 marks)*

(b) Set the following Master styles:

Titles: Dark Blue, right aligned, Font-Tahoma bold

Text styles: Black, Arrival Narrow bold *(02 marks)*

(c) Apply a suitable slide background, animations and transitions *(03 marks)*

(d) Include your name and index number in the header section of the handouts print preview *(01 mark)*

(e) Print a handout of all slides scaled to one page *(02 marks)*

(f) Save your work as 'Sports result'. *(01 mark)*

3. The table below gives the information about employee members of “Kafeero enterprises”.

EMP.NO	NAME	SEX	DISTRICT	D.O.B	PAID	TAX
K/001	Duwonge	M	Wakiso	1/3/1962	125,000	
K/002	Dayaga	F	Kampala	5/3/1963	170,000	
K/003	Muwanga	F	Jinja	1/5/1977	132,000	
K/004	Kibuka	F	Wakiso	5/7/1976	125,000	
K/005	Nakintu	F	Ibanda	1/11/1976	120,000	
K/006	Afai	M	Kamuli	1/11/1977	184,000	
K/007	Asumege	M	Gulu	5/8/1978	140,000	
K/008	Asingirwe	M	Kampala	11/3/1978	124,000	
K/009	Winnie	F	Kabala	1/9/1980	115,000	
K/010	Nakato	F	Mukono	1/5/1982	138,000	

Instructions:

- You are required to design a suitable database with an appropriate primary key to manage the above information. Name your database **‘Employee’** and your table as, **‘Work Table’**. Use lookup wizard for Sex field. (08 marks)
- Design a form called **DATA** and use it to calculate the tax column for all employees given that tax is calculated at 18% of the amount paid. (03 marks)
- On your form insert your name in the footer section (01 mark)
- Create a query to filter employees who come from a District that has letter ‘a’ in the middle within the district name and save as **‘letter a’**. (03 marks)
- Insert a new field name into your query for medication, which is assumed to be 25% of the amount paid. Run a query showing all the other field names and save as **‘medication’**. (04 marks)
- Create another query with an added field AGE to return their actual Age. Save it as **Actual Age**. (04 marks)
- Generate a report that can be used to return employees whose age is above 42 years of age and save it as **The Experienced** (03 marks)
- Create a report grouped according to sex showing employee name, sex, district, amount paid, medical and save as **‘Employee’ report**. (03 marks)
- Print a copy of each of your work respectively. (01 mark)

4. Uchumi Supermarket has contacted you as a professional web designer to design a website that includes the home page and six other pages.

- i. The homepage should include a brief background of Supermarket and showing links to six other pages that will lead the site navigator to click and link to Contacts, Product, Imports, Promotional Goods, Suppliers, and Management. (04 marks)
- ii. The Contact page should include unordered list of telephone numbers and e-mail addresses of at least five branches of the supermarket (03 marks)
- iii. The Product page should include a table with the list of product and the corresponding prices available at the supermarket. (03 marks)
- iv. The Import page should contain the ordered list of at list four countries and within each country to have unordered list of imported goods. (04 marks)
- v. The Promotional goods page should include the ordered list of goods that are on promotion (02 marks)
- vi. The Suppliers page should include the list of local suppliers to the supermarket and the product that they supply (02 marks)
- vii. The management page should contain the list of managers in each branch (02 marks)

Also Required to;

- viii. A top shared boarder with a logo and the motto; **“The Source of Superior Quality Products at a Friendly Price”** (02 marks)
- ix. Link all the pages back to the home page (03 marks)
- x. Creativity and the use of good designs like line separators, frames. (02 marks)
- xi. Apply a suitable uniform theme throughout the website (02 marks)
- xii. Save your Web Directory as **Uchumi Web** (01 mark)

END

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