S850/2
Subsidiary ICT
  PRACTICAL
    Paper 2
July/August.2023
    2 hours

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** their work.*

*Each candidate must produce a **hard copy** for each question answered to accompany the **Soft Copy**.*

*Answer any **three** questions in this paper*

1. Create a Microsoft word document save it as your name and personal number, in your folder on the desktop.

   (a) Insert page numbers at the bottom center of the document, and your name on the bottom left. *(01 mark)*

   The following is info about the number of Farmer Magiri's animals:

   ### *Goats – 350, Cows – 280, Sheep – 460, Broilers – 650*

   (b) Represent the data in different graphical formats: (e.g. tabular, pie chart, shapes, word art, text box, smart art). <u>Place each object on a different page</u>. *(09 marks)*

MAGIRI'S ANIMALS	
Animals	**Quantity**
COWS	350
GOATS	280
HENS	460
BROILERS	650

   Pie chart: COWS 350, BROILERS 650, GOATS 280, HENS 460

   Shapes: COWS 350, GOATS 280, BROILERS 650, HENS 460
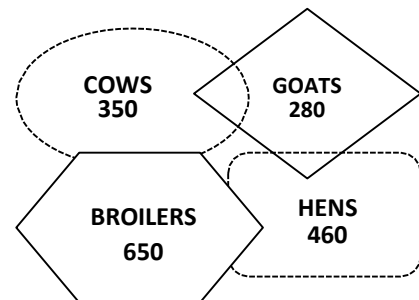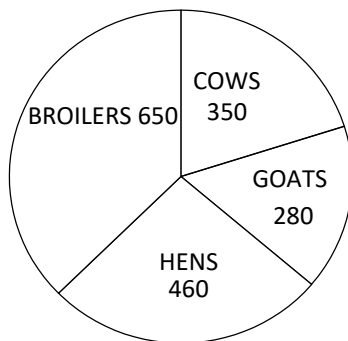
   (c) Put appropriate captions/labels on each shape *(01 mark)*

   (d) On page three, below the shapes/smart art, type your name, and insert your email address or Facebook page as a hyperlink and change text direction in the table to vertical only for the Subtitles (Animals and Quantity). *(03 marks)*

   (e) Change the paper size to A4, and landscape orientation *(02 marks)*

   (f) In the table explore inserting formulas, and sort data in ascending by Animals. *(02 marks)*

   (g) Insert any equation and a symbolical formula of your choice on page two *(02 Marks)*

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2. Create a database for *Jett Car Hire Ltd* saved as **your name and personal number** and carry out the following tasks.

Employee_Name	Sex	Date_of_Birth	Car_Type	Employee_ID	Remarks
Kalambe Daphine	F	1980, 11 - 18	Premio	JBCH-200	Good work
Sanjay Hussein	M	1978, 02 - 27	Benz	JBCH-010	
Kapalaga Michael	M	1984, 10 - 30	Premio	JBCH-001	Experienced
Nabukera Joan	F	1991, 11 - 30	Premio	JBCH-019	Time keeper
Sentongo Philip	M	1962, 01 - 10	Wish	JBCH-180	
Muwanguzi Vivian	F	1973, 04 - 01	Premio	JBCH-150	Co-opertive
Kato William	M	1950, 06 - 02	Wish	JBCH-090	Experienced
Walugembe Alex	M	1992, 06 - 14	Benz	JBCH-060	Time keeper
Okello Stephen	M	1982, 01 - 31	Wish	JBCH-065	Eratic

Instructions:

(a).   Design a table saved as **drivers** to hold the above data.   *(02 marks)*

(b).   Design a tabular form having a sky-blue background colour, footer of your name you will use to populate the table. Save the form as **Data Entry**.   *(04 marks)*

(c).   Design three queries that will return workers who:

   (i). have no remarks against their records. Save the query as **Not Appraised**.

(02 marks)

   (ii).   drive Car_Type that is *not a Wish*. Save the query as **Not Wish**.

(02 marks)

   (iii). celebrate birth day in the month of January. Save the query as **Born Jan**.

(02 marks)

 (d).   Create a report to return drivers who drive a Premio Car_Type. Save the report as **Premio**.   *(02 marks)*

(e) Create a report having all the records on one sheet. Save the report as **All**.

(02 marks)

The report should have the following details:

 (i). A good red line boarder.   *(01 mark)*

 (ii). Group and sort your records in order of car_type   *(01 mark)*

 (iii). Add a title: **MOTO VEHICLES INFORMATION REPORT** size 24

(01 mark)

(f) Add an image **Motor**.png on your report to serve as a logo   *(01 mark)*

 (g) Print your queries and report only.

3. (a) Using a suitable software package, Load the file **S5 ICT Results**.xls that shows End of Year 2022 Promotional ICT results for S.5 students of Bologna Sec Sch. Save it as your name and personal number. *(01 mark)*

b) Use a suitable formula to find the marks of students in S850/1 and S850/2 out of 40 and 60 respectively. *(02 marks)*

c) Format the titles to appear like the ones below. *(02 marks)*

	B16	⁝ ✕ ✓ f_x						
	A	B	C	D	E	F	G	H	I
1	INDEX	NAME	S850/1 (%)	S850/2 (%)	S850/1 (Out of 40)	S850/1 (Out of 60)	TOTAL	GRADE	POSITION

d) Use a suitable function to calculate find the values of:

  (i) Total *(01 mark)*

  (ii) Grade (a student gets an **O** for total marks 50 and above of **F** for total marks less than 50) *(02 marks)*

  (iii) Position *(02 marks)*

  (iv) Second Highest mark in each paper *(02 marks)*

  (v) Third Lowest mark in each paper *(02 marks)*

e) Using the name, S850/2 out of 60 and the percentage marks of both papers, insert an appropriate column graph in a new sheet named Graph. *(03 marks)*

(f) Using the above chart convert the S850/2 out of 60 into a line graph. *(02 marks)*

e) Add all borders, your name and personal number as footer on sheet1 and print. *(01 mark)*

4. As Educator, the Village Health Team (VHT) of your village invited you to make a presentation about Corona Virus your village Secondary School. Prepare **Five** presentation slides using Ms PowerPoint to deliver your content about Corona (COVID-19) to the school community.

SLIDE 1: Containing topic, Presenter's name, the Village Name, and Date when the Presentation is made

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SLIDE 2: Include a sub-title/heading and content bulleted showing a description of how the virus is spread

SLIDE 3: Add a sub-title/heading and content listing symptoms of a person with corona virus may experience

SLIDE 4: Use Most Hit Countries with COVID-19 as sub-title and insert a table to represent the data. The table should contain a record of at least 5 countries. Suggested Column heading: Sno.; Country; No. Infected people; Death Cases

SLIDE 5: Insert a sub-title "Ways of preventing spread of COVID-19". Add the images representing means of preventing the spread of the virus **[These images are included in the support files]**

SLIDE 6: Sub-title/heading: Question and Answer

- Insert Muni University Logo in the middle of the slide
- Add your Address [Postal Address; Mobile Number; and Email] after the Logo

Required:

(a) Develop the presentation using the above slides save your work as '**Covid-19**' in the folder you created on the desktop.   *(05 Marks)*

(b) Use Vertical Chevron List SmartArt to present the information in Slide 3 which contains symptoms of a person with corona virus   *(03 Marks)*

(c) Apply retrospect theme, apply Shrink & Turn animation to the text and slide numbers
                                        (03 Marks)

(d) Let your slides have a fly-in transition effect from top left corner.   *(01 Mark)*

(e) Insert the current date and your student number as your footer.   *(02 Marks)*

(f) Insert Speaker notes in Slide 4 "Uganda Covid-19 Team did a fantastic job of restraining the spread of the virus"   *(02 Marks)*

(g) Insert on the Slide 1 logo of Muni University at the left bottom part of the slide, and an image of Covid-19 at the right bottom of the slide.   *(02 Marks)*

(h) Make all Sub-title/heading Font size 50, Font Arial Narrow, Font Color Dark Red, Bold the text, and add Text Shadow.   *(02 Marks)*

 (i) Print all your work on one A4 paper size.

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5. Use Desktop publishing software to prepare a brochure for **JK Computer Center** with the following details.

Company Name: JK Computer Center

Motto: Computer skills for better standards.

Location: Seventh Street, Jinja Road

Address: P.O Box 38, Kampala

Telephone Contact: 0775610762, 0701517817, 0758767895

E-mail Address: jkcomputercenter@gmail.com

Website: https://www.jkcomputer.net

Introduction: JK Computer Center is a home of computer services and accessories. We have customer centered service providers. Please come and enjoy our excellent services.

Services offered: Internet services, Printing, Photocopying, Scanning, Binding, Mobile Money, Computer and phone repair, Computer and phone accessories, Airtime selling, Telecommunications services, Report writing, Typing and Computer lessons.

(a) Divide each page into three panels.   *(03 marks)*

(b) Enter the given details in suitable panels.   *(08 marks)*

(c) Use appropriate images, fonts and background in the brochure. *(06 marks)*

(d) Add your name and personal number as footer.   *(01 mark)*

(e) Save your brochure as your name and personal number.   *(01 mark)*

(f) Print your work.   *(01 mark)*

END