**S850/2**



**Subsidiary Information**

**and Communication**

**Technology**

**PAPER 2**

**FEB/MAR. 2023**

1 **Hours**

**FORT PORTAL SECONDARY SCHOOL EXAMINATIONS**

**(PRE-REGISTRATION)**

**Uganda Advanced Certificate of Education**

SUBSIDIARY ICT

**Paper 2**

1 **Hours**

***INSTRUCTIONS TO CANDIDATES***

* *The paper is made up of* ***Four (4)*** *equally weighted questions.*
* *Attempt any* ***three*** *questions in this paper.*
* *Create a folder on desktop in your name and class and save all your work in that folder.*
* *There is no added time for printing and writing CD or saving and printing after the stipulated time.*

1. **WORD PROCESSING**

Load the file **Examinations** using a word processing application and carry out the following instructions:

1. Copy the document to the next page and using the duplicate copy, carry out instructions that follow.

(01 mark)

(b) Format the heading with font size 20, text highlight bright green, and font type forte. (03 marks)

(c) Apply hanging indent to paragraph two. (02 marks)

(d) Apply drop cap of two lines to letter H in paragraph two (01 mark)

(e) Insert bullets of your choice to what successful candidates have ever said in paragraph 3.

(01 mark)

(f) Format paragraph 3 with font size 13 and insert in it a paragraph boarder. (02 marks)

(g) Number your pages with (a,b,c,……….) format at the top of your work well centered. (02 marks)

(h) Insert a footer of your name in the document. (01 mark)

(i) Insert a relevant clip art to your document. (01 mark)

(j) Hyperlink the word “source; successful people” to the top of the document. (02 marks)

(k) Present work in paragraph one in two columns and apply on it **orange accent 2** font color.

(02 marks)

(l) Save your work with your own **name** and **class**. (02 marks)

**2. SPREADSHEET**

Load the file **scores** using Spreadsheets program and carry out the following tasks.

1. Using appropriate functions;
2. Calculate the total mark. (01 mark)
3. Average (01 mark)
4. Highest score (01 mark)
5. The lowest score (01 mark)
6. Finally round off all answers to 2 decimal places. (01 mark)

(b) Using the IF function, present the grade for each SUBJECT using the table below. (04 marks)

|  |  |
| --- | --- |
| 75-100 | D1 |
| 70-74 | D2 |
| 65-69 | C3 |
| 60-64 | C4 |
| 50-59 | C5 |
| 45-49 | C6 |
| 35-44 | P7 |
| 00-34 | F9 |

(c) Using an appropriate function, show the position for each candidate basing on the total mark.

(03 marks)

(e) Draw a 3-D bar graph on sheet 2 named “END OF TERM” using the name and average columns and give it an appropriate title (04 marks)

(f) Name sheet 1 as table and sheet 2 as chart. (02 marks)

(h) Save the work as your **name** and **class**. (02 marks)

3**. DATABASE**

Load a file saved as **Leisure parks** using a database program and carry out the instructions below.

(a) Assign appropriate data types to the fields in the table. (01 mark)

(b) Design a query to return park ID, Region and all parks with swimming as an activity. Save the query as swimming lessons. (05 marks)

(c) Design a query with all fields to return leisure parks from Eastern region. Save it as Eastern parks.

(03 marks)

(d) Using a query, provide Omona Vincent with tourist guide to the parks where he can eat fish. Save the query as Fish. (03 marks)

(e) Create a query to return activities whose first letters begin with B or F. save the query as BBF.

(02 marks)

(f) Using all fields from the table, generate a multiple report on leisure parks in Uganda. Save the report as Leisure report. (03 marks)

(g) Include a footer of your name in the report. (02 marks)

(h) Print all your work. (01 mark)

4. **PRESENTATION**

Open a file saved as Uganda using presentation program and carry out the following activities.

1. Insert slide five with the heading “conclusion” and in it make a conclusion for the presentation.

(02 marks)

(b) Using a slide master, format your presentation to have:

(i) All headings to appear in Baskerville old Face. (01mark)

(ii) Headings to have font size 45 and the content font size 15. (02marks)

(iii) Font colour red. (01mark)

(iv) Slide back ground orange (01mark)

(v) Bounce animations for headings and the rest of the work Grow and Turn. (02 marks)

(vi) Slide transition page curl. (02 marks)

(vii) Transition time slow. (01mark)

(viii) Explosion. (01mark)

(c) Add your name to slide one as the presenter. (01mark)

(d) Left align content in slide 3 and insert in them bullets of your choice (02marks)

(e) Loop your presentation continuously until when escaped. (02 marks)

(f) Include a header of your name to all slides. (01mark)

(g) Save using your **name** and **class**. (01mark)

***END***