**840/2**

INFORMATION AND COMMUNICATIONS TECHNOLOGY

**Paper 2**

Practical

2 hour 30 minutes

**INSTRUCTIONS TO CANDIDATES:**

*This paper consists of* **two** *examination items.*

*Answer* **both** *items in this paper.*

*You are provided with support files in the folder*  **UNNASE Practical Support Files** *on the*

*computer desktop. Use the support files where applicable to supplement the items.*

*You are provided with a* **new blank Compact Disc (CD)**.

*Use a* **permanent marker** *to write your name, random number and personal*

*number on your CD.*

*You should continuously* **save** *your work.*

*You* **must** *produce a* **hard copy** *for each of your work to accompany a soft copy on the Compact Disc* (*CD*).

**Item 1**

**Fund Ltd.** is a nonprofit organization that recently held a major fundraising event to support community health programmes. During this event, volunteers sold raffle tickets to raise funds. The sales records for last month's raffle ticket sales are stored in a file named **raffle\_sales.docx** in the support file folder. The new fundraising coordinator has been tasked with analyzing this data to determine commissions for each volunteer and identify top-performing senior volunteers aged 70 and above whose commissions exceeded 600,000 UGX. This assignment needs the use of a computer but her skills in ICT are very limited.

In addition, the new fundraising coordinator needs to present a detailed report to the Board of Directors, highlighting the performance of the raffle ticket sales, emphasizing the top senior volunteers, and proposing strategies to enhance future fundraising efforts. An article about **Fundraising** is provided in the document named **fundraising.docx** in the support file folder.

**Task**

As a student of ICT, you are asked to assist the fundraising coordinator in organizing her information for the upcoming meeting.

**Item 2**

**Healthy Living Foundation** is planning a community health awareness campaign to promote healthy lifestyles and preventive healthcare practices in the community. As part of the campaign, the foundation wants to create visually appealing and informative Artworks that will be distributed throughout the community in schools, health centers, community centers, and public places.

The campaign will focus on the following key messages.

1. The importance of regular exercise.
2. Healthy eating habits.
3. Regular medical check-ups.
4. Preventing common diseases through vaccinations and hygiene practices.

The target audience for this message includes children, adults, and elderly community members. Your guardian is the head of the program but he has no skills of doing this assignment himself. He however has a folder of pictures saved in **Health Living support folder** which can be of help in the process of doing this work.

**Task**

As a relative to the programs manager, you have been selected to provide a working solution to HealthyLiving Foundation.

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