

S850/3  
Subsidiary Information and  
Communication Technology  
Practical paper  
PAPER 3  
July/August 2024  
2 hours



## WAKISSHA JOINT MOCK EXAMINATIONS

Uganda Advanced Certificate of Education

SUBSIDIARY ICT

(Practical)

Paper 3

2 hours

### INSTRUCTIONS TO CANDIDATES:

- *The paper is made up of five equally weighted questions.*
- *Attempt any three questions in this paper.*
- *Any additional question(s) answered will **not** be marked.*
- *Each candidate is provided with a new **blank compact disk, Rewritable (CD-RW) AND NOT FLASH DISK.***
- *Each candidate **must** produce a **hard copy** for each of the work to accompany the compact disc.*
- *Create a folder in your name and index number on the desktop where you should keep saving your work. After ensuring that all your work is in the folder transfer it to the CD provided.*
- *There is no added time for printing and writing CD or saving and printing after the stipulated time.*
- *Keep on saving your work as no extra time will be provided in cases of power failure.*

## WORD PROCESSING

1. (a) Using your knowledge of word processing, draw the table below as it appears and enter the data as it appears. (06 marks)

Items	Quantity	Price
Iron sheets (pcs)	80	45000
Nails (kg)	15	4500
Wire mesh	15	35000
Sand (trips)	10	120000
Cement (bags)	100	32000
Bricks (trips)	14	300000
OVERALL TOTAL		

- (b) Copy and paste the table on page two of your document. (03 marks)
- (c) Insert a column before items and number the items. (01 mark)
- (d) Insert a column after price and calculate the total amount for each item. (03 marks)
- (e) Use a formula to calculate the overall total for all the items. (03 marks)
- (f) Make the row height to 0.4". (01 mark)
- (g) Save your work in your name and personal number. (02 marks)
- (h) Print all your work. (01 mark)

## PRESENTATION

2. As an experienced student of ICT, you have been appointed by your leader to go and talk to the new S.I's about the ICT club on their first careers day in the orientation week. The topic is "ICT club" (05 marks)

- (a) Prepare a five slide presentation to deliver your content to the senior ones considering the following:
- (i) **Slide one:** is a title slide with the topic and presenters' details. (01 mark)
  - (ii) **Slide two:** contains a description of ICT club at your school. (01 mark)
  - (iii) **Slide three:** should have key benefits of being a member of the ICT club and what is expected from new members. (01 mark)
  - (iv) **Slide four:** should have the challenges the club faces and the way forward. (01 mark)
  - (v) Add the **fifth slide** with concluding remarks. (01 mark)
- (b) Let your slide have a transition effect of your choice. (01 mark)
- (c) The slides should be able to loop continuously until escape key is pressed. (02 marks)
- (d) Apply appropriate background color of your choices. (01 mark)
- (e) Insert an action button to link all slides to the next slide. (02 marks)
- (f) Insert the current date and your name as your footer. (02 marks)
- (g) Save your presentation with your "Last name" (01 mark)
- (h) Print all the five slides on handout. (01 mark)

### SPREAD SHEETS

3. Open the Spreadsheet application and load the file called **WAKISHA24** and perform the following: -

**Note:**

1. Airtime allowance for all employees is  $\frac{1}{4}$  of the basic salary.
2. NSSF is 1% of gross salary.
3. Payee for employee is as follows.

Income Range	Tax percentage (%)
0 – 235,000/=	0%
235,000/= – 410,000/=	10% plus 10,000/=
Exceeding 410,000/= but Less than 1,000,000/=	20% plus 25,000/=
Above 1,000,000	30% plus 30,000/=

- (a) You are required to save it as logic Ltd payroll, then merge cells and give your work a bold title name Logic payroll highlighted in pink color. (05 marks)
- (b) Determine the airtime allowance paid to each employee (02 marks)
- (c) Determine the gross pay paid to each employee. (03 marks)
- (d) Compute taxes paid by each employee. (03 marks)
- (e) Determine the net pay for all employees. (02 marks)
- (f) Compute the minimum, maximum and average net salary. (02 marks)
- (g) Represent employees and their net salary on 3D clustered column chart in a new sheet. Name it **salary chart**. (02 marks)
- (h) Print your table and the graph (01 mark)

### DATA BASES

4.

Employee table

Emp.No.	Staff Name	Dept	School	Address
33450	MUSOKE	HUMANITY	HOPE	MPIGI
34451	AMUS	SCIENCE	BUDO	WAKISO
35452	SENABULYA	VOCATIONAL	KITENDE	WAKISO
36453	OKELLO	SCIENCE	LAYIBI	GULU
37454	OPIO	HUMANITY	JINJA SS	JINJA
37455	KHALID	SCIENCE	BISHOP	MUKONO

- (a) Using a suitable database application create the table above with appropriate data type and save it as employee table. (06 marks)
- (b) Assign the primary key for the data. (01 mark)
- (c) Enter and populate the given data in it. (03 marks)
- (d) Design a form which will display the following fields  
Emp. No, Staff Name, Dept and School and save it as employee form. (03 marks)

**Turn Over**



- (e) Create a query that will display only those who are in the dept of Humanities, save it as Humanities. (03 marks)
- (f) Create a report that will display only those who are in the dept of Humanities in (e) above and save it as employee report. (03 marks)
- (g) Print all your work. (01 mark)

### ELECTRONIC PUBLICATION

5. Using suitable publishing software, design eight identical business cards on A4 page each of size, 3.5" width and 2" height. (04 marks)
- (a) The cards layout and spacing is as follows;
    - (i) Left and right margin should be 0.5" (01 mark)
    - (ii) Top and bottom margins 0.7" (01 mark)
    - (iii) The vertical and horizontal gap between cards 0.6" (01 mark)
  - (b) The details of the card are:
    - (i) A logo of the company at the left hand side of the card. Provide the logo. (02 marks)
    - (ii) A company name of your choice. (02 marks)
    - (iii) Job title e.g. Managing Director (02 marks)
    - (iv) Your name e.g. Aisha Mbasanze. (02 marks)
    - (v) Contact address, Phone and e-mail (02 marks)
  - (c) Include crop marks around each card. (01 mark)
  - (d) Save the publication as "my business card" (01 mark)
  - (e) Print your work. (01 mark)

**END**