



Uganda Advanced Certificate of Education Uneb Questions

2013 - 2019

Paper One (S850/1)

Theory

&

Paper Two and Three (S850/2, S850/3)

Practical

Student's Name:.....

School:.....

Class:.....Stream:.....

Attempt all questions and submit to your teacher for
marking.

Candidate's Name:

.....

Signature

Random No.					Personal No.		

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S850/1
Subsidiary Information
and Communication
Technology
Paper 1
Nov/Dec.2013
2¹/₂ hours



UGANDA NATIONAL EXAMINATIONS BOARD
Uganda Advanced Certificate of Education
SUBSIDIARY ICT
Paper 1
2 hours 30 Minutes

INSTRUCTIONS TO CANDIDATES:

*Answer **all** questions in this paper*

*This paper is made up of **twenty** equally weighted questions*

All answers should be written in blue or black ink in the spaces provided in the question paper.

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Turn Over

Answer **all** the questions in this paper.

1. The table below shows specifications of two computers X and Y.

Computer Specifications	Computer X	Computer Y
Processor	Intel (R)3.2 GHz	Intel(R) 3308 MHz
RAM	1GB	2000MB
Hard disk	4600MB	50GB
Monitor size	19"	15"

- (a) Which of the two computers would you recommend for a company to buy? (01 mark)

.....

- (b) State two reasons to defend your answer in(a) (02 marks)

(i).....

.....

(ii).....

.....

- (c) Which is the least important of the computer specifications given in the table? (01 mark)

.....

.....

- (d) State one reason defending your answer in (c) (01 marks)

.....

.....

2. (a) Explain how computers can be professionally be used by

(i) Teachers (02 marks)

.....

.....

(ii) Doctors (02 marks)

.....

.....

(b) State one health risk associated with continued usage of computers. (01 marks)

.....

3. (a) Explain the following terms in spreadsheet.

(i) Values. (02 marks)

.....
.....

(ii) Labels. (02 marks)

.....
.....

(b) Name a symbol used when writing functions in a spreadsheet. (01 mark)

.....

4. (a) A student had a file on her laptop and wanted to transfer it to a computer in a laboratory. Give three devices that she can use to transfer the file.

(03 marks)

(a).....

(b).....

(c).....

(b) Explain the following methods of transferring a file from one location to another

(i) Drag. (01 mark)

.....
.....

(ii) Copy (01 mark)

.....
.....

5. (a) Give three factors a company should consider before buying any storage devices. (03 marks)

(i).....
.....

(ii).....
.....

(iii).....
.....

(b) Teo's network access speed is six megabytes per second. How many kilobytes does Teo's network receive or send per second? (02 marks)

.....
.....
.....
.....

6. (a) Give one use for each of the following computer devices.

(i) Power supply unit. (01 mark)

.....
.....
.....

(ii) System case. (01 mark)

.....
.....
.....

(iii) CMOS battery. (01 mark)

.....
.....
.....

(b) Explain the following

(i) Analog device. (01 mark)

.....
.....
.....

(ii) Digital device. (01 mark)

.....
.....
.....

7. (a) State three types of computer software. (02 marks)

(i).....

(ii).....

(iii).....

(b) Differentiate between a software version and release. (02marks)

.....
.....
.....
.....

8. (a) State two internet based tool that support web based research. (02 marks)

(i).....

(ii).....

(b) Identify three things one would require in order to get connected to the internet. (03 marks)

(a).....

(b).....

(c).....

9. Outline five factors which determine data transmission speed over the internet. (05 marks)

- (i).....
- (ii).....
- (iii).....
- (iv).....
- (v).....

10. (a) Give five factors an organization should consider before choosing a Local Area Network (LAN) model. (05 marks)

- (a).....
.....
- (b).....
.....
- (c).....
.....
- (d).....
.....
- (e).....
.....

11.(a) Write the initial procedure for booting a computer system. (03 marks)

.....
.....
.....
.....
.....
.....
.....
.....
.....

(b) Give any two measures taken to ensure that computers in a laboratory are safe. (02 marks)

(i).....
.....

(ii).....
.....

12. (a) A computer file is made up of a file name and file extension.

(i) What is the purpose of a file extension? (02 marks)

.....
.....

(ii) Write the file extension for word processor document. (01 mark)

.....

(b) Okello deleted his file accidentally in which he can recover his file? (02 marks)

.....
.....

13. (a) An internet café plans to replace a Cathode Ray Tube(CRT) monitors with Liquid Crystal Display(LCD) monitors. Why should the café replace CRTs with LCDs? (05 marks)

(i).....
.....

(ii).....
.....

(iii).....
.....

(iv).....
.....

(v).....
.....

14. Indicate True or False against each statement in the table below. (05 marks)

	Statement	True/False
(a)	Windows XP is graphical user interface operating system	
(b)	Presentation software supports multimedia	
(c)	Word processors have formula bars.	
(d)	Backup is to combine the content of two or more files to produce one output file.	
(e)	The Disk Operating system is menu driven	

15. Company A uses custom-made applications while company B uses off-shelf applications.

Write down any five advantages Company B has over Company A. (05 marks)

(i).....
.....

(ii).....
.....

(ii).....
.....

(iii).....
.....

(iv).....
.....

(v).....
.....

16. (a) Explain the term Software Piracy. (02 marks)

.....
.....
.....
.....

(b) Write down any three application programs that can be obtained from open source software. (03 marks)

(i).....

(ii).....

(iii).....

17. The table below shows part of a database. Use it to answer the questions that follow.

EMPLOYEE NO.	NAME	TEL .NO	SALARY	NO. OF MONTHS	TOTAL PAY
E227008	Betty	0774267820	\$700,000	3	
E227011	Kintu	0701998142	\$400,000	4	

(a) Write down the data types in the following fields

(i) TEL No (01 mark)

.....

(ii) SALARY (01 mark)

.....

(b) Suggest a suitable primary key. (01 mark)

.....

(c) The formula entered in the design view to determine TOTAL PAY, which is a product of SALARY and NO. OF MONTHS is. (02 marks)

.....

.....

18. State any five characteristics of modern computer. (05 marks)

(i).....
.....

(ii).....
.....

(iii).....
.....

(iv).....
.....

(v).....
.....

19. From the given terminologies used for internet and network below, choose the correct one to complete each of the statements that follow.

- A discussion group
- Instant messaging
- Video conferencing
- A chat room
- Online shopping
- Telephony

(a) The type of internet communication that allows multiple users to exchange messages in real time is called.....(01 mark)

(b) The type of internet communication that enables individuals to post messages on a particular topic for others to read and respond to is called (02 marks)
.....

(c) The use of multimedia technologies in communication is called (02 marks)
.....

20.(a) Explain the following terms as used in electronic mail.

(i) Blind Carbon Copy (BBC). (02 marks)

.....
.....
.....
.....

(ii) Carbon Copy (CC). (02 marks)

.....
.....
.....
.....

(b) State one requirement needed for one to send an email. (01 mark)

.....
.....

Candidate's Name:

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Turn Over

*Answer **all** the questions in this paper*

1. (a) Explain the term Information and Communication Technology. (02 marks)

.....
.....
.....
.....
.....

b) State **three** ways in which information technology has improved communication. (03 marks)

(i).....
.....

(ii).....
.....

(iii).....
.....

2. Give one reason why a school director would purchase the following equipment for a computer laboratory.

(a) Blower. (01 mark)

.....
.....
.....

(b) Anti-glare filter screens. (02 marks)

.....
.....
.....

(c) Air conditioner. (02 marks)

.....
.....
.....

3. During a practical examination students were required to open a blank file and save its as

D:\STUDENT WORK\EOT PRACTICAL\safety.doc.

(a) State the name of the immediate subfolder in which students must save the file.

(01 mark)

.....

b) Write the root directory onto which the file must be saved. (02 marks)

.....






c) Suggest one example of a computer application the student can use to create the file. (01 mark)

.....

d) State the name of the file represented by the above file path. (01 mark)

.....

4. Study the devices and answer questions that follow.

<p>A</p> 	<p>B</p> 	<p>C</p> 
<p>D</p> 	<p>E</p> 	

(a) Name the devices labeled. (03 marks)

A.....

B.....

C.....

(b) Give one major similarity between devices A and E. (01 mark)

.....
.....

(c) Identify one device which can be categorized as an output device. (01 mark)

.....

5. Read the statement below and write the words TRUE or FALSE in the spaces provided. (05 marks)

STATEMENT		TRUE/FALSE
(a)	Machine code is one of the level computer languages.	
(b)	Microsoft is the only operating system in use in Uganda	
(c)	WINZIP is an example of system software which reduces the actual size of a file	
(d)	A student delivering a presentation would need an LCD projector and laptop.	
(e)	Screen savers can be categorized as desktop publishing software since they can be used for advertising purposes.	

6. (a) State any two adverse effects of using internet for the business and communication. (02 marks)

(i).....
.....

(ii).....
.....

b) Suggest the most appropriate Internet Communication services in the following situations.

(i) Outline meetings between two company employees in geographically separated regions. (01 mark)

.....

(ii) Instant and real time communication between friends. (01 mark)

.....

(iii) Typed views on an on-going online discussion amongst a specific group of people. (01 mark)

.....

7. Identify any three devices other than computers require to set up a network within a school environment. (03 marks)

(a).....

(b).....

(c).....

b) Distinguish between data communication and networking. (02 marks)

.....
.....
.....
.....

8. (a) List any three possible threats to data in a computer networked environment. (03 marks)

(i).....

(ii).....

(iii).....

b) Name any two types of security measures which can be used to control the threats listed in (a) above. (02 marks)

(i).....

.....

(ii).....

.....

9. Given below is the notice which the head girl has typed and intends to pin on all the notice boards in the school.

**THE REGIONAL SWIMMING GALA
ON 22ND NOVEMBER 2014
AT MAKERERE UNIVERSITY POOL
FEE: 500
REGISTER WITH HEADGIRL**

Explain any five word processing features which the head girl would use to enhance the appearance of the above notice. (05 marks)

(a).....
.....

(b).....
.....

(c).....
.....

(d).....
.....

(e).....
.....

10. (a) Suggest one way in which computers have been made user friendly for persons that are physically challenged in the following areas.

(i) Without hands. (01 mark)

.....
.....

(ii) Impaired vision. (01 mark)

.....
.....

b) Give three health issues that may be caused by the prolonged use of computers. (03 marks)

(i).....
.....

(ii).....
.....

(iii).....
.....

11. Choose the appropriate file extensions from the list given for sentences (a) to (e)

.doc , txt , tif , bat ,
sys

(a) Program file that perform fundamental operation in a computer. (01 mark)

(b) A Microsoft word file. (01 mark)

(c) A file containing series of commands during boot up. (01 mark)

(d) A plain file created using note pad. (01 mark)

(e) A graphic file created using application such as Adobe Photoshop.
(01 mark)

12. (a) State any three operations of the machine cycle of a Central Processing Unit. (03 marks)

(i).....

(ii).....
.....

(iii).....
.....

(b) Describe any one of the operations stated in (a) above. (02 marks)

.....
.....
13. (a) A set of instructions that are arranged in a logical way to run a computer is called. (01 marks)

.....
(b) List any three categories of system software. (03 marks)

(a).....

(b).....

(c).....

(c) Give one example of presentation software. (01 mark)

.....
14. (a) Give three benefits of connecting computer to the internet. (03 marks)

(i).....

(ii).....

(iii).....

.....
(b) Outline two disadvantages of connecting computers to the internet. (02 marks)

.....
.....
15. Explain why an organization would prefer to use Electronic Mail (E-mail) over ordinary mail. (05 marks)

(i).....

(ii).....

(iii).....
.....

(iv).....
.....

(v).....
.....

16. Outline five areas of self-employment that a sub ICT can engage in.
(05 marks)

(i).....

(ii).....

(iii).....

(iv).....

(v).....

17. Use the terms below to complete the sentences that follow in (a)-(e)
(05 marks)

- Slide animation
- Slides
- Animation effect
- Slide layout
- Slide design
- Slide show
- Slide master
- Handouts

(a) The visual presentation from one slide to another
slide.....

(b) Theset up the
way text/ objects appear on a slide during a presentation.

(c) The presentation of slide in a sequence on a projection screen is referred
to a
.....

(d) Thedefines the
arrangement of all items that make up a slide.

(e) A user can print the entire presentation on one page by printing the.....

18. (a) State one difference between a Compact Disc(CD) and Digital Versatile Disc(DVD). *(01 marks)*

.....
.....
.....
.....
.....
.....

(b) Explain the circumstances under which the following storage devices are used

(i) Memory card. *(02 marks)*

.....
.....

(ii) Flash disk. *(02 marks)*

.....
.....

19. (a) Describe the following terms in programming languages.

(i) Interpreters. *(01 mark)*

.....
.....

(ii) Syntax. *(01 mark)*

.....
.....

(iii) Debugging. *(01 mark)*

.....
.....
.....

(b) Identify two characteristics of a good programming language. (02 marks)

.....
.....
.....

20. Using the email address:**annet@gmail.com**, identify what these parts stand for.

(a)annet. (01 mark)

.....

(b) @ . (01 mark)

.....

(c)gmail (01 mark)

.....

(d) .com (02 marks)

.....
.....

Candidate's Name:

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Signature

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Turn Over

*Answer **all** the questions in this paper*

1. (a) Distinguish between **Random Access Memory(RAM** and **Secondary storage**. *(04 marks)*

.....

.....

.....

.....

.....

.....

(b) Give an example of secondary storage *(01 mark)*

.....

2. Explain each one of the following database features

a) Field Name *(02 marks)*

.....

.....

b) Field properties *(01 marks)*

.....

.....

c) Data type *(02 marks)*

.....

.....

3. (a) Differentiate between Computer servicing and computer repair *(02 marks)*

.....

.....

.....

.....

.....

.....

b) Write one reason for having the following items in the computer laboratory

i) Woolen carpet (01 mark)

.....
.....

ii) Blower (01 mark)

.....
.....

iii) CCTV cameras. (01 mark)

.....
.....

4. (a) Don is a new computer user. As an ICT student advise Don on which tool to use.

i) To trace files he cannot locate. (01 mark)

.....
.....

ii) To trace a word from an open document. (01 mark)

.....
.....

b) A student is typing a document using Microsoft word. Write down three steps the student will use to shut down the computer. (03 marks)

(i).....

.....

(ii).....

.....

(iii).....

.....

5. State five activities that can be performed on a computer when using a mouse.
(05 marks)

(a).....
.....

(b).....
.....

(c).....
.....

(d).....
.....

(e).....
.....

6. Identify five ICT related employment opportunities in Uganda today
(05 marks)

(a).....
.....

(b).....
.....

(c).....
.....

(d).....
.....

(e).....
.....

7. (a) What is multiprocessing? (01 mark)

.....
.....
.....
.....

b) Give two advantages of each of the following Operating systems

i) Windows. (02 marks)

.....

.....

.....

.....

ii) Linux (02 marks)

.....

.....

.....

.....

8. (a) Name two examples of an application software. (02 marks)

(i).....

(ii).....

b) State three problems associated with usage of packaged software (03 marks)

(a).....

.....

(b).....

.....

(c).....

.....

9. (a) What is the World Wide Web? (02 marks)

.....

.....

.....

.....

.....

b) Show three ways in which the internet can facilitate trade and business. (03 marks)

(a).....
.....

(b).....
.....

(c).....
.....

10. Show one way in which the Internet can be a danger to

a) Morality. (01 mark)

.....
.....

b) Labour. (01 mark)

.....
.....

c) System security. (01 mark)

.....
.....

d) Human Security. (01 mark)

.....
.....

e) Information. (01 mark)

.....
.....

11. Explain the following attribute of computers which make them dependable and reliable tools

a) Diligence. (02 marks)

.....
.....

b) Versatility. (02 marks)

.....
.....

c) Accuracy. (01 marks)

.....
.....

12.(a) Describe the term computer Literacy. (02 marks)

.....
.....
.....
.....

b) Outline any three ways in which ICT can improve the quality of Education. (03 marks)

(a).....

.....

(b).....

.....

(c).....

.....

13. (a) State the difference between copy a file and move a file. (02 marks)

.....
.....
.....
.....

b). Study the file path below and answer the questions that follow

F:\accounts\bursar\fees.xls

i) Identify the file name (01 marks)

.....

ii) On what drive is the file located? (01 mark)

.....

iii) In which subfolder is the file located? (01 mark)

.....

14. (a) List any three input devices. (03 marks)

(a).....

(b).....

(c).....

b) Give a function of any two input devices listed in (a) above (02 marks)

(a).....

.....

(b).....

.....

15. Identify the following from the email address robert@yahoo.com

a) (i) Domain name (01 mark)

.....(

ii) User name. (01 mark)

.....

iii). Top level domain name (01 mark)

.....

b) (i) In which type of organization does the domain name of the email, user above, subscribe to. (01 mark)

.....

ii) Give any other example other than the one type you have stated in b(i) above. (01 mark)

.....

16. (a) Define the term Computer Network. (02 marks)

.....

.....

.....

.....

b) Give three disadvantages of networking computers. (03 marks)

(i).....

.....

(ii).....

.....

(iii).....

.....

17. (a) Differentiate between a server and a client computer. (02 marks)

.....

.....

.....

.....

.....

b) What is the function of each of the following network devices?

i) Bridge (01 mark)

.....

.....

ii) Switch (01 mark)

.....

.....

iii) Router (01 mark)

.....

.....

18. The table below shows a worksheet which Nabirye was working on .Use it to answer the questions that follow.

	A	B	C	D	E
1	ID Number	Name	Item 1	Item 2	29.1
2	100000	Akello	990	34	11.8
3	100000	Nambi	660	58	#DIV/O!
4	#####	Busingye	8800	-	
5				#NAME?	
6					

a) (i) Suggest a reason why the entry in cell A4 appeared as shown. (01 mark)

.....

(ii) How do you rectify the error in cell A4? (01 mark)

.....

(iii) What does the error in cell E4 mean? (01 mark)

.....

(iv) How do you correct the error in cell D5? (01 mark)

.....

19.(a) Tick the three utility programs from the list below. (03 marks)

	Tick(√)
Web browser	
Data compressor	
Disk defragmenter	
Operating system	
Antivirus software	

b) State the function of any two utility programs you ticked in (a) above. (02 marks)

i).....

 ii).....

20. (a) Explain the following terms giving an example in each case

(i) Simplex. (02 marks)

.....

 Example

.....
 ii) Half Duplex. (02 marks)

.....

 Example

.....

b) Identify one non-physical data transmission media. (01 mark)

	Tick here
Optic fiber	
Bluetooth	
Twisted pair	

END

Candidate's Name:

.....

Signature

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Nov/Dec.2016

2¹/₂ hours



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Turn Over

*Answer **all** questions in this paper*

1. In modern world, every person is endeavoring to ease access to information. Give **five** reasons why students in Secondary Schools should not be allowed to have mobile phones. *(05 marks)*

(a).....
.....

(b).....
.....

(c).....
.....

(d).....
.....

(e).....
.....

2. (a) Explain the Importance of servicing and maintenance of computers. *(02 marks)*

.....
.....
.....
.....

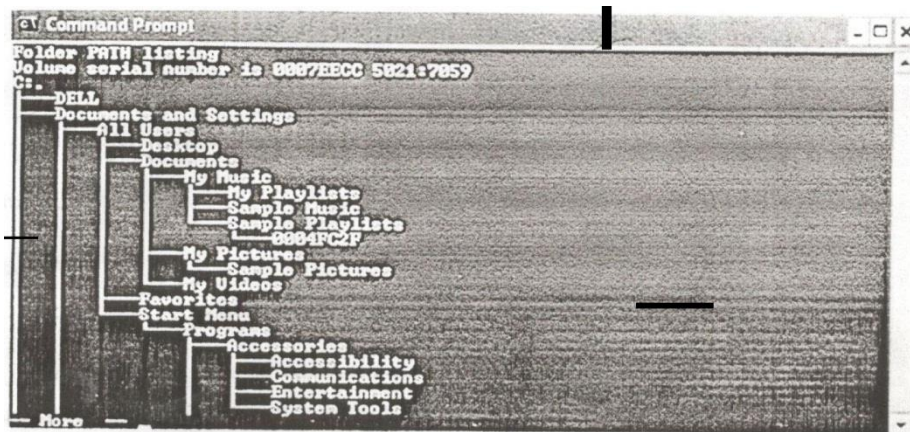
- (b) Suggest any **three** activities involved in servicing and maintenance of computers. *(03 marks)*

(i).....
.....

(ii).....
.....

(iii).....
.....

3. Use the image below to answer the question that follows.



(a) Write down the path for the subfolder called **My Videos**. (03 marks)

.....

.....

.....

(b) Describe a method you can use to recover an accidentally deleted folder from the desktop. (02 marks)

.....

.....

4. Describe the following terms as used in Information and Communication Technology. (ICT) (05 marks)

(a) System Unit

.....

.....

(b) RAM chip

.....

.....

(c) Power Supply

.....

.....

(d) Bus

.....
.....

(e) Peripheral devices

.....
.....

5. (a) Define the term **File extension**. (02 marks)

.....
.....
.....
.....

(b) Fill in the right file extension for the following file. (03 marks)

(i) Audio File.....

(ii) Word Document.....

(iii) Presentation document.....

6. (a) What is an output device? (01 mark)

.....
.....
.....
.....

(b) Give the **two** categories of printers and an example in each case.

(i) Category.....

Example.....

(02 marks)

(ii) Category.....

Example.....

(02 marks)

7. (a) Distinguish between system and application software. (02 marks)

.....

.....

.....

.....

(b) Give **three** types of language translators used in programming. (03 marks)

(i).....

(ii).....

(ii).....

8. (a) Differentiate between a computer hardware and computer software. (02 marks)

.....

.....

.....

.....

(b) Storage device is **one** of the categories of computer hardware. List the other **three** categories. (03 marks)

(i).....

(ii).....

(iii).....

9. Indicate TRUE or FALSE against each statement in the table below. (05 marks)

	STATEMENTS	TRUE/FALSE
(a)	Public domain software is copyrighted	
(b)	Off-the-shelf software is developed and sold for profit	
(c)	Source codes of open source software programs are only available to paid up subscribers.	
(d)	Shareware programs are widely available from a variety of download sites on the internet	
(e)	Freeware programs are frequently developed by only amateur programmers.	

10. (a) Define the term **Motherboard**. (02 marks)

.....
.....
.....
.....

(b) Identify any **three** components housed on the motherboard. (03 marks)

(i).....

(ii).....

(iii).....

11. (a) Define the following terms as used in publications.

(i) Frame. (01 mark)

.....
.....
.....
.....

(ii) Template (01 mark)

.....
.....
.....
.....

(b) List any **two** desktop publication soft wares (02 marks)

(i).....

(ii).....

(c) Name a document that can be produced using publication software.

(01 mark)

.....

12. Complete the table below.

(05 marks)

	APPLICATION SOFTWARE	PURPOSE
(a)	Word processing
(b)	Used to organize data in rows and columns and also perform calculations.
(c)	Database Management systems
(d)	Desktop publishing software
(e)	Used to combine text, graphics, animation, audio, and video.

13. Computer data and software are exposed to a number of risks hence need for great care and protection. Suggest **five** ways of protecting data and software.

(05 marks)

- (a).....
.....
- (b).....
.....
- (c).....
.....
- (d).....
.....
- (e).....
.....

14. (a) Give **three** benefits for sending documents using email service. (03 marks)

(i).....
.....

(ii).....
.....

(iii).....
.....

(b) State **two** benefits for sending documents using ordinary post. (02 marks)

(i).....
.....

(ii).....
.....

15. Use the terms below to complete the statements that follow. (05 marks)

Virtual Reality

WIFI

Simulation

Bluetooth

Artificial Intelligence

(a) The Science of representing behavior of real life situation using a computerized model is
.....

(b) The Technology that allows an electronic device to exchange data using Radio waves over a computer network is.....

(c) The technology that allows users to transfer data for a short distance between mobile devices is.....

(d) The technique that rates images by a computer that appear to surround the person looking at them is.....

(e) The Science of computers that enable qualities of human beings to be imitated is.....

16. (a) Distinguish between hyperlink and homepage. (02 marks)

.....
.....
.....
.....

(b) Identify **three** netiquette guidelines while using the internet. (03 marks)

(i).....

.....

(ii).....

.....

(iii).....

.....

17. (a) Give **two** wireless transmission media. (02 marks)

(i).....

.....

(ii).....

.....

(b) Identify **three** limitations of wireless transmission media. (03 marks)

(i).....

.....

(ii).....

.....

(ii).....

.....

18. Choose the correct terms to complete the statements (a)-(e)

Rename

Watermark

Bookmark

Mail Merge

Merge

Pointer

Cursor

Indent

(05 marks)

(a) A background feature in a document is referred to as

.....

(b) The feature that allows duplication of a document with unique addresses is

.....

(c) The feature that starts a line of text further from the margin is

.....

(d) The feature that assigns a name to a specific point in a document is called.

.....

(e) A symbol on the screen that indicated an insertion point in a document is a

.....

19. Explain each of the following terms as used in Information and Communication Technology. (05 marks)

(a) Communication

.....
.....
.....

(b) Network

.....
.....
.....

(c) Protocol

.....
.....
.....

(d) Modem

.....
.....
.....

(e) Bandwidth

.....
.....
.....

20. Outline **five** uses of intranets in an organization (05 marks)

(a).....
.....

(b).....
.....

(c).....
.....

(d).....
.....

(e).....
.....

END

Candidate's Name:.....

Signature:

Random No.					Personal No.		

(Do not write your school/Center Name or Number anywhere on this booklet.)

S850/1
Subsidiary Information
and Communication
Technology
Paper 1
Nov./Dec.2017
 $2\frac{1}{2}$ hours



UGANDA NATIONAL EXAMINATIONS BOARD
Uganda Advanced Certificate of Education
SUBSIDIARY ICT
Paper 1
2 hours 30 minutes

INSTRUCTIONS TO CANDIDATES:

*Answer **all** questions in this paper*

*This paper is made up of **twenty** equally weighted questions*

All answers should be written in blue or black ink in the spaces provided in the question paper

For Examiners ' Use Only																			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20

*Answer **all** questions in this paper.*

1. (a) Name **one** tool used to remove dust from a computer. (01 mark)

.....

(b) Give reasons why one would require the following in the computer laboratory;

- (i) Uninterruptible Power Supply. (02 marks)

.....

.....

.....

- (ii) LCD Projector. (02 marks)

.....

.....

.....

2. (a) Write down the procedure for changing the name of an existing file or folder. (03 marks)

(i).....

.....

(ii).....

.....

(iii).....

.....

- (b) Explain the function of a device driver in a computer system.

(02 marks)

.....

.....

.....

3. Write the following in full as used in Information and Communication

Technology; (05 marks)

- (a) CCTV.....
- (b) ROM.....
- (c) CAD.....
- (d) CPU.....
- (e) VDU.....

4. (a) Identify **one** storage device that is resistant to virus attacks. (01 mark)

.....

(b) Describe the following terms as used in computers;

(i) File. (02 marks)

.....

.....

(ii) Folder. (02 marks)

.....

.....

5. (a) State **four** categories of the components of a computer system.

(04 marks)

(i).....

(ii).....

(iii).....

(iv).....

(b) Give the function of any **one** category you have stated in 5(a).

(01 mark)

.....

.....

6. Indicate TRUE or FALSE against each statement in the table below:

(05 marks)

	STATEMENT	TRUE/FALSE
(a)	Open source software is copyrighted and distributed without cost for trial period.	
(b)	Product activation is used to ensure that software is not installed illegally.	
(c)	Programming software interfaces user application and computer hardware.	
(d)	A file extension is a combination of characters used to identify a file.	
(e)	A clipboard holds copied data	

7. (a) Define the term **hardware** as used in Information and Communication Technology. (02 marks)

.....

(b) Name **two** ports used to connect devices on a computer. (02 marks)

(i).....

(ii).....

(c) Give **one** device that can be used to transfer a hard copy document to a computer. (01 mark)

.....

8. (a) What is system software? (01 mark)

.....

(b) Outline any **four** functions of an operating system. (04 marks)

(i).....

.....

(ii).....

.....

(iii).....

.....

(iv).....

.....

9. (a) Distinguish between **Reading** and **Writing** in relation to storage medium. (02 marks)

.....

.....

.....

.....

(b) Mention one example for each of the types of storage devices given below: (03 marks)

(i) Optical storage.....

(ii) Magnetic storage.....

(iii) Solid state.....

10.(a) Name any **two** examples of documents created using desktop publishing application. (02 marks)

(i).....

(ii).....

(b) State any **three** desktop publishing features that enhance the documents you have named in 10(a). (03 marks)

(i).....

(ii).....

(iii).....

11.(a) Outline any **three** threats a System Administrator may face as a result of networking computers. (03 marks)

(i).....

.....

(ii).....

.....

(iii).....

.....

(b) Suggest any **two** measures that the system administrator can employ to reduce the network threats. (02 marks)

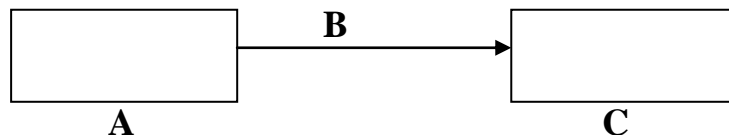
(i).....

.....

(ii).....

.....

12. Study the data communication diagram below and answer the questions that follow:



(a) Name the elements of data communication labelled; (03 marks)

A.

B.

C.

(b) Suggest the devices used to connect **A** to **B**. (01 mark)

.....

(c) State the protocol used to uniquely identify **A** and **C**. (01 mark)

.....

- 13.** The table below consists of some of the peripheral devices of a computer.
Indicate Input or Output. (05 marks)

	PERIPHERAL DEVICE	INPUT/OUTPUT
(a)	Biometric Reader	
(b)	Projector	
(c)	Plotter	
(d)	Scanner	
(e)	Headphones	

- 14.(a)** Give **two** reasons why an electronic spreadsheet application is suitable for preparing budgets. (02 marks)

(i).....
.....

(ii).....
.....

- (b)** State **one** use of each of the following applications;

- (i) Presentation software. (01 mark)

.....
.....

- (ii) Word processor. (01 mark)

.....
.....

- (iii) Communication software. (01 mark)

.....
.....

15.(a) Name **one** example of a presentation software. *(01 mark)*

.....

(b) Give the importance of each of the following features as used in electronic presentation;

(i) Master slide. *(02 marks)*

.....

.....

.....

(ii) Transitions. *(02 marks)*

.....

.....

.....

16.(a) State **three** advantages of using e-mail services over sending mail by post. *(03 marks)*

(i).....

.....

(ii).....

.....

(iii).....

.....

(b) State **two** advantages of post-mail services over e-mail communication. *(02 marks)*

(i).....

.....

(ii).....

.....

17. Give **five** examples of networking hardware. (05 marks)

- (a).....
- (b).....
- (c).....
- (d).....
- (e).....

18. Outline **five** ways in which a student can use the internet. (05 marks)

- (a).....
.....
- (b).....
.....
- (c).....
.....
- (d).....
.....
- (e).....
.....

19.(a) (i) What is data transmission media? (01 mark)

.....
.....

(ii) Give **two** examples of transmission media. (02 marks)

- (i).....
- (ii).....

(b) Name **two** services offered by data communication tools. (02 marks)

- (i).....
- (ii).....

20. (a) Give any **two** services that use Electronic payment (E-payment) method.
(02 marks)

(i)

(ii)

(b) State **three** advantages of using E-payments over traditional methods.
(03 marks)

(i).....
.....

(ii).....
.....

(iii).....
.....

END

Candidate's name.....

Signature

Random No.					Personal No.		

(Do not write your school/Center Name or Number anywhere on this booklet)

S850/1
Subsidiary Information
and Communication
Technology
Paper 1
Nov./Dec.2018
 $2\frac{1}{2}$ hours



UGANDA NATIONAL EXAMINATIONS BOARD

Uganda Advanced Certificate of Education

SUBSIDIARY ICT

Paper 1

2 hours 30 minutes

INSTRUCTIONS TO CANDIDATES:

*Answer **all** questions in this paper*

*This paper is made up of **twenty** equally weighted questions*

All answers should be written in blue or black ink in the spaces provided in the question paper

For Examiners ' Use Only																			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20

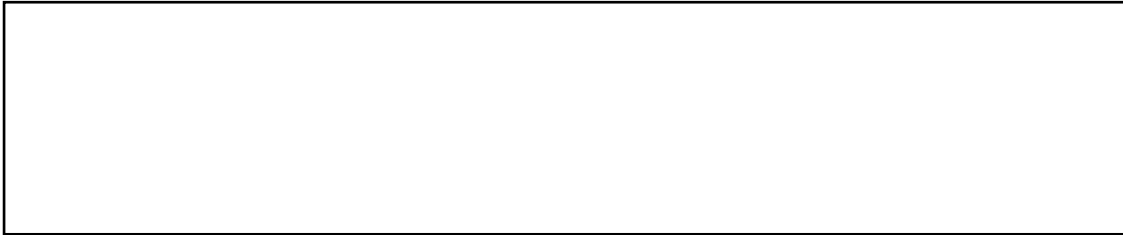
1. (a) List **three** major specifications one would consider when buying a laptop computer. (03 marks)

(i)

(ii)

(iii)

- (b) Illustrate the information processing cycle. (02 marks)



2. (a) Distinguish between cold booting and warm booting. (02 marks)

.....

.....

.....

.....

- (b) Give **three** circumstances under which a computer can be warm booted.

(03 marks)

(i)

.....

(ii)

.....

(iii)

.....

3. (a) What is Information and Communication Technology (ICT)? (02 marks)

.....

.....

.....

(b) Outline any **three** measures that can be taken to prevent environmental degradation through the use of ICT. (03 marks)

(i)

(ii).....

(iii).....

4. (a) Give **two** reasons why file management is important in a computer system. (02 marks)

(i)

.....

(ii).....

.....

(b) List **three** operations which can be performed on a file. (03 marks)

(i)

(ii)

(iii)

5. (a) Explain the term **troubleshooting** as used in computers. (02 marks)

.....

.....

.....

(b) State **three** ways in which one can troubleshoot a computer that has failed to start. (03 marks)

(i)

.....

(ii).....

.....

(iii).....

.....

6. (a) Define an input device. (01 mark)

.....
.....

(b) Name **two** basic input devices associated with common desktop computers. (02 marks)

(i).....

(ii).....

(c) Identify an input device for each of the following data. (02 marks)

(i) Sound.....

(ii) Images.....

7. Outline any **three** functions of an operating system. (03 marks)

(i)

.....

(ii)

.....

(iii)

.....

(b) Name any **two** operating system softwares. (02 marks)

(i)

(ii)

8. Ali has a DVD full of data and would like to transfer the data to CDs. The capacity of the DVD is 4.7 GB and each CD is 700MB. Calculate the number of CDs he would need to transfer all his data. (05 marks)

.....
.....
.....
.....
.....

9. (a) Define the term **Tailor-made software**. (01 mark)

.....

.....

.....

(b) Outline any **four** qualities of good application software. (04 marks)

(i)

.....

(ii).....

.....

(iii).....

.....

(iv).....

.....

10. (a) Write the following computer abbreviations in full. (02 marks)

(i) CPU.....

(ii) ALU.....

(b) State the role of each of the following CPU components. (03 marks)

(i) Bus.....

.....

(ii) Control Unit.....

.....

(iii) Registers.....

.....

11. (a) Distinguish between utilities and application software. (02 marks)

.....

.....

.....

.....

(b) Give **three** examples of utility programs. (03 marks)

(i)

(ii).....

(iii).....

12. Explain the following as applied to Internet:

(a) Hotspot. (02 marks)

.....

.....

.....

(b) Internet Service Provider. (01 mark)

.....

.....

(c) Search Engine. (02 marks)

.....

.....

.....

13. Give **five** symptoms of a computer infected by a virus. (05 marks)

(i)

.....

(ii).....

.....

(iii).....

.....

(iv)

.....

(v).....

.....

14. (a) Give **two** reasons to justify ownership of institutional websites. (02 marks)

(i)
.....

(ii).....
.....

(b) (i) What is a web browser. (01 mark)

.....
.....

(ii) Under what circumstances can someone use a Uniform Resource
Locator (URL) in a web browser? (02 marks)

.....
.....
.....

15. Give any five advantages of using automation in an industry. (05 marks)

(i)
.....

(ii).....
.....

(iii).....
.....

(iv)
.....

(v).....
.....

16. (a) Define data communication. (01 mark)

.....
.....
.....

(b) State any **four** requirements for setting up a computer network. (04 marks)

(i).....

(ii).....

(iii).....

(iv).....

17. For questions (a)-(e), fill in the missing words from the list below:(05 marks)

Formula bar

Worksheet

Active cell

Workbook

Cell

Column

(a) The.....is the intersection of a column and a row.

(b) The content of a current cell is also displayed in the.....

(c) Theis one with a thicker boundary and is the insertion point in a spreadsheet.

(d) The cell address of the current is displayed in the.....

(e) A spreadsheet file is referred to as.....

18. (a) Give **three** disadvantages of electronic communication. (03 marks)

(i)

.....

(ii).....

.....

(iii).....

.....

(b) Name any **two** manual communication methods. (02 marks)

(i)

(ii).....

19. (a) Give **two** situations under which electronic presentations would be used. (02 marks)

(i).....
.....

(ii).....
.....

(b) State three advantages of using electronic presentations over the traditional chalk and talk. (03 marks)

(i).....
.....

(ii).....
.....

(iii).....
.....

20. (a) Differentiate between intranet and extranet. (02 marks)

.....
.....
.....
.....

(b) Define a Local Area Network (LAN). (02marks)

.....
.....
.....

(c) Suggest an area network which is restricted to connecting users in a city. (01 mark)

.....

END

Candidate's name.....

Signature

(Do not write your school/Center Name or Number anywhere on this booklet)

S850/1
Subsidiary Information
and Communication
Technology
Paper 1
Nov./Dec.2019
 $2\frac{1}{2}$ hours



UGANDA NATIONAL EXAMINATIONS BOARD

Uganda Advanced Certificate of Education

SUBSIDIARY ICT

Paper 1

2 hours 30 minutes

INSTRUCTIONS TO CANDIDATES:

*Answer **all** questions in this paper*

*This paper is made up of **twenty** equally weighted questions*

All answers should be written in blue or black ink in the spaces provided in the question paper

For Examiners ' Use Only																			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20

1. (a) Define the term computer (02 marks)

.....

.....

.....

- (b) Give three peripheral devices of a desktop computer. (03 marks)

(i)

(ii).....

(iii).....

2. (a) State one reason why a computer laboratory should have. (03 marks)

- (i) A good lightening system

.....

.....

- (ii) A well ventilated environment

.....

.....

- (iii) Appropriate furniture.

.....

.....

- (b) Give **two** measures a computer laboratory technician should put in place to improve on the electricity power security. (02 marks)

(i)

.....

(ii).....

.....

3. Outline the negative impact of ICT on the following sectors :

- (a) Economic Sector. (02 marks)

(i)

.....

(ii).....
.....

(b) Social sector. (03 marks)

(i)
.....

(ii).....
.....

(iii)
.....

4. (a) Describe the booting process of a computer. (03 marks)

.....
.....
.....
.....

(b) State two possible consequences a computer may encounter whenever improper shut down is done. (02 marks)

(i)
.....

(ii)
.....

5. (a) identify the following input devices. (05 marks)

A.

B.

C.

D.

E.



A



B



C



D



E

6. (a) Differentiate between **System file** and **Document files**. (02 marks)

.....

.....

.....

.....

(b) Give any **three** circumstances under which a computer user may choose the option save as from a file menu. (03 marks)

(i).....

(ii).....

(iii).....

7. (a) Distinguish between **primary storage** and **secondary storage**. (02 marks)

.....

.....

.....

.....

(b) Name any **one** examples of primary storage and **two** examples of secondary storage.

(i) Primary.....

.....

(01 mark)

(ii) Secondary

.....

(02arks)

8. (a). Describe a Graphical User Interface(GUI). (02 marks)

.....

.....

.....

(b). State one function of each of the following desktop icons. (03 marks)

(i) My computer.

.....
.....
(ii) Recycle bin

.....
.....
(iii) My documents

9. Define the following term terms in relation to computer data processing.

(a) *Processor speed.* (02 marks)

.....
.....
(b) *Fetching.* (01 mark)

.....
.....
(c) *Decoding* (02 marks)

10. (a) Explain any **two** elements of the “off-the-shelf” software. (04 marks)

(i)
.....
(ii)
.....

(b) Give **one** examples of “off-the-shelf” software. (01 mark)

.....
11. (a). List any two requirements for Internet connection . (02 marks)

(i)
.....
(ii)
.....

(b). Outline three advantages of Internet connectivity. (03 marks)

(i)
.....

(ii).....
.....

12. (a). State **one** function of each of the following utility programs. (03 marks)

(i) Diagnostic Utility.

.....
.....

(ii) File compression Utility.

.....
.....

(iii) Antivirus utility.

.....
.....

(b). Outline two ways of reducing the spread of computer viruses. (02 marks)

(i)
.....

(ii).....
.....

13. (a) Write WWW in full as used in Internet technology (01 mark)

.....
.....

(b) Distinguish between a web browser and search engine. (01 mark)

.....
.....
.....

(c). Give an example of a: (02 marks)

(i) Web browser.....

(ii) Search engine.....

14. (a). Differentiate between **IP address** and **Domain name**. (02 marks)

.....
.....
.....
.....

(b). Describe each of the following protocols in relation to data communication.

(i) Simple Mail Transfer Protocol (SMTP). (01 mark)

.....
.....

(ii) Post Office Protocol (POP). (01 mark)

.....
.....

(iii) Hypertext Transfer Protocol. (01 mark)

.....
.....

15. (a) Outline any three violation of computer ethics usage by computer users . (03 marks)

(i)
.....

(ii)
.....

(iii)
.....

(b) Suggest **two** measures that should be put in place to guard against information piracy in an organization. (02 marks)

- (i).....
.....
- (ii).....
.....

16. List five elements of data communication. (05 marks)

- (i)
- (ii).....
- (iii)
- (iv)
- (v).....

17. The table below shows a budget for an introduction ceremony

(a) Which computer application was used to design the given budget?

.....
.....

(b) Identify the cell formatting feature which was applied to contents in D1 and D2.

.....
.....

(c) Write down the formula that would be used to compute:

I. TOTAL COST in shilling (Shs)

.....
.....

II. TOTAL COST in pounds(

.....
.....

18. Describe any five tasks that are performed by digital forensic specialists.
(05marks)

- (i).....
.....
- (ii).....
.....
- (iii).....
.....
- (iv).....
.....
- (v).....
.....

19. (a) State the use of each of the following features in a presentation:
(03marks)

- (i) Slide looping.
.....
.....
- (ii) Slide transition.
.....
.....
- (iii) Hyperlinks.
.....
.....

(c) Give one advantage of using the following in presentation:

- (i) Handouts.
.....
.....

(ii) Notes pages.

.....
.....

20 (a) Outline any two uses of a server in a computer network.

(i).....
.....

(ii).....
.....

(c) Name three types of computer network.

(i).....

(ii).....

(iii).....

END

PAPER 2 and Paper 3

S850/2
Subsidiary ICT
(PRACTICAL)
Paper 2
Nov./Dec.2013
2 hours

UGANDA NATIONAL EXAMINATIONS BOARD
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 a **new blank Compact Disc (CD)**.*

*Candidates should continuous **save** your work.*

*Each candidate must produce a **hard copy** for each of their to accompany the **Compact Disc (CD)***

1. (a) Use a word processor of your choice, produce the document below as it appears. (06 marks)

ICT AS A TOOL FOR TEACHING AND LEARNING

The term ICT is stands for Information and Communication Technology and is defined as a “Diverse set of technological tools and resources used to communicate, and to create, disseminate, store, and manage information”. ICT has become a very important part of the educational delivery and management processes. ICT largely facilitated the acquisition and absorption of knowledge and hence providing extraordinary opportunities to developing countries for enhancing their educational systems particularly for the under privileged constituency, and thereby raising the level of quality of life for their people.

(b) Copy the document to another page. (01 mark)

(c) Double space the text in the document. (01 mark)

(d) Italicize and bold the word ICT throughout the document. (01 mark)

(e) Use “Times New Roman” font face and font size, “12” for the entire document. (01 mark)

(f) Insert your name and personal number as footer and header respectively.

Centre align them. (03 marks)

(g) Use mail merge feature to post the document above to the recipients below. (05 marks)

NAME	ADDRESS	COUNTRY
MS AKIIRO GRACE	P.O BOX 23 KAMPALA	UGANDA
MR.ASSIMWE ANDREW	P.O BOX 19 NAIROBI	KENYA

(h) Save your work as your name and personal number. (01 mark)

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

2. (a) A school produced an end of term one mark list for senior five; using any spreadsheet program enter the data in the table below. (04 marks)

	A	B	C	D	E	F	G	H	I	J
1	NAME	DIVINITY	HISTORY	SUB-MATH	CHEMISTRY	PHYSICS	ECONOMICS	TOTAL	AVERAGE	POSITION
2	Ali	58	70	63	23	10	89			
3	David	40	69	47	43	54	76			
4	Hamza	38	60	59	56	62	54			
5	Mary	60	65	48	67	60	34			
6	Abdul	25	43	67	73	28	21			
7	Julius	70	23	47	32	57	34			
8	Pius	34	37	56	41	42	54			
9	Moses	78	75	34	45	68	32			
10										

- (b) Provide a heading for your worksheet as “Kitti Secondary School, Results for 2012” and center it with font size 24.5. (03 marks)
- (c) Using appropriate functions determine for each student the
- (i) Total mark. (01 mark)
 - (ii) Average mark. (01 mark)
 - (iii) Position. (02 marks)
- (d) Apply borders on the data you have entered in the worksheet. (01 mark)
- (e) Insert your name and personal number as footer. (01 mark)
- (f) The sheet for the table should be named as **Table**. (01 mark)
- (g) Create a pie chart using the average marks, and include:
- (i) The Heading “Senior Five term one marks, Kitti Secondary School” (01 mark)
 - (ii) Labels with the chart. (01 mark)
- (h) Copy the chart to sheet 2 and name it **Chart**. (02 marks)
- (i) Save your work as your name and personal number. (01 mark)
- (j) Print your work. (01 mark)

3. Use any desktop publishing software to design a certificate of excellence for **Kiryamenvu Senior Secondary** Senior Six (S.6) candidates who have excelled in the following application packages: Ms Word, Ms Excel, Ms PowerPoint, Ms Access and Ms Publisher. Provide space for signatures of the head teacher and head of ICT department. (10 marks)

(a) Adjust the paper size to a width of 11 inches and height of 8.5 inches. (02 marks)

(b) Insert clip art to represent the owners photograph. (02 marks)

(c) Use your name as the owner of the certificate. (02 marks)

(d) Use your name and personal number in the footer. (02 marks)

(e) Save and print your publication. (02 marks)

4. In a learner centred approach, a teacher uses some learners to pass on knowledge to their fellow learners. It makes learning fun as learners get to learn from one another. Senior six (S.6) learners can pass on knowledge to senior two (S.2) learners and vice versa.

Study the information and perform the tasks below.

Categories of Computer Devices

Computer devices are sub divided into four categories as follows:

- Input devices
- Output devices
- Processing devices
- Storage devices

Input devices:- These are any hardware components used to enter data and instructions into a computer system. E.g .Keyboard

Output devices:- These are any hardware components used to display or convey information or data to a user. E.g monitor

Processing devices:- This is used to manipulate data into information. Processing is usually done in the Central Processing Unit (CPU).

Storage devices:- These are used to record and retrieve data to and from a storage medium in the computer system. They can be either internal like the

HDD, or external like a CD. Storage devices have got their specialized drives through which data can be written or read. For example, data on a CD can be read with the help of a CD or DVD drive.

Conclusion:

Whereas the above devices are standard input-output devices, some other devices are referred to as computer peripherals. **Computer peripherals** are any electronic devices that can be hooked to a computer. Examples of peripherals include speakers, microphone, printers, scanners and digital cameras.

Tasks

- (a) As a senior six Subsidiary ICT student prepare a four slide presentation for the S.2 learners summarizing the information given above. (08 marks)
- (b) Save the presentation with your name. (01 mark)
- (c) Insert a header as your name and personal number. (01 mark)
- (d) Change the background of all slide titles to an appropriate style. (01 mark)
- (e) Set the slide transition of your choice, with transition time of 6 seconds. (02 marks)
- (f) Set animations of your choice for all slide titles and other parts of the slides. (01 mark)
- (g) Make use of speaker's notes and relevant graphics. (02 marks)
- (h) Insert a summary tabular slide between the last slide and second last slide with the following data. (03 marks)

Summary table:

NO	DEVICE	HARDWARE CATEGORY
1	Keyboard & Mouse	Standard Input device
2	Monitor	Output device
3	CPU	Processing device
4	Hard Disk	Storage
5	Speakers, Microphones, printers, scanners, and digital cameras	peripherals

- (i) Save and print your work. (01 mark)

5. The table below shows medical records of a certain clinic

PID	Fname	District	DoB	Diagnosis	Treatment fee
P02	Omondi	Busia	3/2/1996	Malaria	10000
P04	Katiba	Kampala	6/9/1997	Typhoid	100000
P05	Waiswa	Busia	3/5/1981	Tuberculosis	20000
P06	Nambi	Busia	2/8/1989	Dysentery	120000
P09	Lumu	Kampala	4/5/1990	Malaria	30000
P11	Nafula	Busia	5/11/1989	Tuberculosis	20000
P15	Waiswa	Jinja	10/11/1978	Malaria	60000

- (a) Create a database called **Medical Details**. (01 mark)
- (b) Design a table with appropriate data types in design view called **Patients**. (04 marks)
- (c) Enter the given data in the table. (02 marks)
- (d) Create a query to display all the details of patients who come from either Jinja or Busia. Save it as **Eastern Patients**. (02 marks)
- (e) Create a query to display all the details who were **not** diagnosed with Malaria. Save it as **No Malaria**. (02 marks)
- (f) If the Government pays 40% of treatment fee for all patients, create a query to calculate discounted fee. Put only Fname, DoB, Diagnosis and Treatment Fee on the display. Save it as **Discounted fee**. (03 marks)
- (g) Create a report to display the information in the discounted fee query. (03 marks)
- (h) Create a form from discounted fee query showing all details and save it as **Patient's form**. (02 marks)
- (i) Print your work. (01 mark)

END

S850/3
Subsidiary ICT
(PRACTICAL)
Paper 3
Nov./Dec.2013
2 hours



UGANDA NATIONAL EXAMINATIONS BOARD
Uganda Advanced Certificate of Education
SUBSIDIARY ICT
(PRACTICAL)
Paper 3
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 a **new blank Compact Disc (CD)**.*

*Candidates should continuous **save** your work.*

*Each candidate must produce a **hard copy** for each of their to accompany the **Compact Disc (CD)***

Attempt any **three** questions in this paper

1. (a) Open a word processing software and type the document below as it is.
Save it as Sub-ICT. (07 marks)

**SUBSIDIARY INFORMATION AND
COMMUNICATION TECHNOLOGY TEACHING
SYLLABUS**

Introduction

This syllabus was developed after looking at the need for Information and Communication Technology (ICT) knowledge and skills among learners and how these help to improve on the teaching-learning process. The education sector and the world of work require an individual to possess ICT knowledge and skills. This is evidenced by the demand for computer literacy and computer skills for respective job vacancies being advertised today.

This syllabus has been prepared to help the learner acquire ICT knowledge and skills required to meet the challenges of ICT applications in society. The syllabus emphasizes use of practical examples whenever possible to teach ICT applications which the world of work expects a high school graduate to possess.

The subsidiary ICT syllabus is meant to help the learner acquire skills required by end users of ICTs and which can be applied in a variety of fields.

[Source: NCDC Teaching Syllabi for Subsidiary Mathematics and Subsidiary Information and Communication Technology. Page 88, Volume 10, 2013]

- (b) Make a copy of the document to page two. (01 mark)
- (c) Insert an appropriate clip art in your document. (02 marks)
- (d) Make the first letter of paragraph 2 a Drop cap of three lines. (02 marks)
- (e) Insert a footnote “we are ready to move with ICT” on the word ICT paragraph 1. (02 marks)
- (f) Insert a watermark as **Educational Transformation**. (02 marks)
- (g) Insert the current date and right align it. (02 marks)
- (h) Insert your name and personal number as header. (01 mark)
- (i) Save and print your work. (01 mark)

2. In this question, you are going to be working with a template developed by a certain canteen manager of your school.

Study the template and the additional information given below.

ITEM	COST PRICE	VAT TAX	PROFIT	ITEM EXPENSES	ITEM PRICE
MACARON					50000
RICE					60000
BREAD					80000
BOOKS					24000
PENS					12000
SUGAR					30000
DOUGHNUTS					10000
JUICE					12500
SAMOSAS					8000
TOTAL					

- VAT TAX IS 18% OF THE ITEM PRICE.
- PROFIT IS 20% OF THE ITEM PRICE.
- ITEM EXPENSES ARE CALCULATED AT HAFT OF THE ITEM PRICE.
- ITEM PRICE IS EQUIVALENT TO COST PRICE PLUS VAT, PLUS ITEM EXPENSES, PLUS PROFIT.

NOTE: Use function for parts (b) to (e)

(a) Enter the above template in a spreadsheet application of your choice. Save

it as **Canteen Template**.

(04 marks)

(b) Determine the canteen VAT TAX, PROFIT, and ITEM EXPENSES for each item.

(03 marks)

(c) Determine the COST PRICE for each item.

(01 mark)

(d) Determine the total amount for each column.

(01 mark)

(e) Assuming the budget was read dropped the item prices by 10%;

(02 marks)

- (i) Insert a column NEW ITEM PRICE at the end of the table
 - (ii) Determine the new item price for each item.
- (f) Let your figures be formatted to UGX currency symbol. *(02 marks)*
- (g) Represent the ITEMS, ITEM PRICES, and NEW ITEM PRICES on an appropriate line chart. *(04 marks)*
- (h) Insert a centred header of your name and personal number in the worksheet. *(01 mark)*
- (i) Name your worksheet as Income Statement. *(01 mark)*
- (j) Print your work. *(01 mark)*

3. (a) Using any publication software, design a business card using details below. (05 marks)

COMPANY NAME:	EUNIBERT INTERNATIONAL LTD P.O BOX 9298 KAMPALA TEL: 07740775582 +2547089179
TITLE:	MANAGER
CARD OWNER:	<i>Use your name</i>
DEALERS IN:	STATIONERY, COMPUTERS
EMAIL:	<i>Use your email address.</i>

- | | |
|--|------------|
| (b) Adjust the orientation to portrait. | (02 marks) |
| (c) Insert a logo of three letters. | (02 marks) |
| (d) Insert a clip art behind the text. | (02 marks) |
| (e) Apply a word art to your company name. | (02 marks) |
| (f) Apply font color, font styles and design. | (03 marks) |
| (g) Make six identical cards per page in your publication. | (03 marks) |
| (h) Save your work as Business Cards . | (01 mark) |
| (i) Print your work. | (01 mark) |

4. You have been to sensitize the public about the introduction of Subsidiary ICT at A-level.

(a) Use presentation software to deliver your presentation with the following content:

(i) **Slide 1:** A presentation title in word art format and you as the presenter. (02 marks)

(ii) **Slide 2:** An introduction about the subject. (02 marks)

(iii) **Slide 3:** Use bullets to outline the reasons for studying the subject. (03 marks)

(iv) **Slide 4:** Present the table below: (04 marks)

MY SENIOR FIVE SUBSIDIARY ICT RESULTS		
TERM	MARK SCORED	COMMENT
ONE	76	GOOD WORK
TWO	83	VERY GOOD
THREE	79	GOOD WORK

(v) Slide 5: Present the first two columns of the table above on a column with a slide title. A GRAPH REPRESENTING MY SENIOR FIVE ICT MARKS. (04 marks)

(b) Use relevant images and colors to enhance your presentation. (01 mark)

(c) Add a header and footer as your name and personal number respectively. (02 marks)

(d) Print all your slides on one page. (01 mark)

(e) Save your presentation as your name and personal number respectively. (01 mark)

5. The table below represents Kagali Secondary School student's data.

STUDENT NUMBER	NAME	SEX	AGE	CLASS	HOME DISTRICT
K0067	Babirye	F	18	S.5	Iganga
K0078	Najjuka	F	19	S.3	Masaka
K0045	Aronda	M	20	S.4	Mbale
K0043	Nassuna	F	25	S.6	Arua
K0140	Sempa	M	17	S.2	Mityana
K0134	Mulira	M	45	S.6	Ziobwe

- (a) Create a database and save it as **Kagali database**. (01 mark)
- (b) Create a table to capture the given information with appropriate data types. (03 marks)
- (c) Enter the data in the table below. (02 marks)
- (d) Generate a form to return the records of the following fields: **STUDENT NUMBER, NAME, AGE** and **HOME DISTRICT**. Save it as Student's Form. (02 marks)
- (e) In the form,
 - (i) Insert any clip art picture from the library to appears as the logo. (02 marks)
 - (ii) Include the title as KAGALI SECONDARY SCHOOL with font size 20. (02 marks)
 - (iii) Indicate the date and time it has been created. (01 mark)
- (f) Use a query to filter out student(s);
 - (i) from Masaka district. Save it as **Masaka**. (01 mark)
 - (ii) with age above 18. Save it as **Age**. (02 marks)
- (g) Generate a report from the table. Save it as **Student's report**. (02 marks)
- (h) Add your name and personal number as footer on your report. (01 mark)
- (i) Print your work. (01 mark)

END

S850/2
Subsidiary ICT
(PRACTICAL)
Paper 2
Nov./Dec.2014
2 hours



UGANDA NATIONAL EXAMINATIONS BOARD
Uganda Advanced Certificate of Education
SUBSIDIARY ICT
(PRACTICAL)
Paper 2
2 hours

INSTRUCTIONS TO CANDIDATES:

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*Each candidate must produce a **hard copy** for each of their to accompany the **Compact Disc (CD)***

1. (a) Using a word processor of your choice, type the document below using **Comic Sans Ms** font style. Save it as **Reading Lesson 1**.

(05 marks)

Jack is a young lad living with his widowed mother. Their only means of income is a cow. When this cow stops giving one morning, Jack sent to the market to sell it. On the way to the market he meets an old man who offers to give him "magic" beans in exchange for the cow.

Jack takes the beans but when he arrives home without any money, his mother becomes angry and throws the beans to the ground and sends Jack to bed without supper.

- (b) Copy all the text and past it in a new blank document. Save it as **Reading Lesson 2**. (01 mark)

- (c) Include heading **JACK& THE BEAN STALK** and format it to size 28. (02 marks)

- (d) Change the spacing for all paragraphs of text to 1.5. (01 mark)

- (e) Insert an auto shape of a face in the middle of paragraph 1. (01 mark)

- Wrap text around it **Tight**. (01 mark)
- Resize it to height of **0.47 inches** and width of **0.68inches**. (01 mark)

- (f) Insert a **page break** below the last paragraph. (01 mark)

- (g) On page 2, use a table of 7 **rows** and 3 **columns** to design your class time table. (02 marks)

- (h) Modify the table in (g) and make it appear like the one below. (03 marks)

Timetable for Reading lessons		
	CLASS 2	CLASS 3
Mon		
Tue		
Wed		
Thur		
Fri		

KEY:



Teacher Agnes



Teacher Helen

- (i) Insert a header of your name and personal number. (01 mark)

- (j) Save and print all your work. (01 mark)

2. There will be a “**Science and Technology Exhibition**” in your school on 15th May next year. The ICT club has been chosen by the school administration to organize a team and suitable materials which will market the school at this exhibition. You have been selected to head this team.

(a) Using presentation software of your choice, design a 4-slide presentation which you and your team will use to market your school on this day.

(i) **Slide One:**

- A title slide outlining basic information about your school. *(02 marks)*

(ii) **Slide Two:**

- Use an appropriate slide title. *(01 mark)*
- Use an organizational chart slide layout to organize the information below in the most appropriate way. *(04 marks)*

— Top in the hierarchy of your computer club executive members is the

PATRON [MR.KABAALE]

— The Club **CHAIRPERSON[GATUSO]** followed by **VICE**

CHAIRPERSON[ANNET]

— The **CLUB SECRETARY(AISU)**, the **PUBLICITY**

SECRETARY[ONEN] and **CLUB TREASURER [ATUGONZA]**

(iii) **Slide Three:**

- Use a title and table slide layout. *(01 mark)*
- In the table on this slide, organize the following subjects taught in the school under the different levels. Insert a suitable title for this table.

(03 marks)

LEVEL	SUBJECTS
O-LEVEL	Computer Studies, CRE, English, History, Biology, Physics, Chemistry, Fine Art, IRE, Luganda, and Political Education.
A-LEVEL	<i>Science subjects</i> [Chemistry, Biology, Physics, Mathematics, Agriculture, and General Paper/Sub-ICT/Sub-Mathematics]
	<i>Arts subjects</i> [History, Geography, CRE, IRE, Luganda, and General Paper/Sub-ICT/Sub Mathematics]

(iv) **Slide Four:**

- Use the title **The ICT Club Members from 2008-2010** and a chart slide layout. (02 marks)
- The table below shows enrollment figures for the O-level ICT members from 2008 to 2010. Use it to generate the chart that will appear on this slide. (02 marks)

Class	2008	2009	2010
S.1	100	170	140
S.2	120	200	60
S.3	150	70	50
S.4	160	90	150

(b) Insert a footer of your name and personal number on each of the slides.

(01 mark)

(c) Save and print your work.

(02 marks)

3. (a) Using suitable database management software, create a database and name it *Student's Bio Data*. (01 mark)

Student ID	Surname	Other Name	Date of Birth	Place of Birth	Sex	Next of kin	Class	Status	Termly Fees
ST001	Kawa	Fred	01/05/1990	Luwero	Male	Maje	S5	Boarding	515,000
ST002	Kaye	Sharif	05/02/1995	Wakiso	Male	Bute	S1	Day	195,000
ST003	Logose	Mary	17/09/1994	Mbale	Female	Site	S5	Boarding	515,000
ST004	Bata	Bena	20/06/1997	Kabarole	Female	Ville	S3	Boarding	415,000
ST005	Obote	Bonny	13/04/2000	Gulu	Male	Opeta	S2	Boarding	390,000
ST006	Mane	Abou	12/03/2002	Lira	Male	Obina	S1	Boarding	455,000

(b) Create a table with appropriate data types and use it to enter the data in the table. Name it *Student's Data Table*. (06 marks)

(c) (i) Create a form displaying the following fields: **Student ID, Surname, Other Name, Sex and Status**. Save it as *Identity Form*. (02 marks)

(ii) Insert your name and personal number in the form footer. (01 mark)

(d) Create a query displaying the following fields: **Student ID, Surname, Other Name, Class, Termly Fees and Yearly Fees**. (Hint: **Yearly Fees** Equals **Termly Fees** times three). Save the query as *Totals Fees Query*. (03 marks)

(e) Create a query to extract all students born after the year 1994 and before the year 2000. Name it *Birth Date Query*. (03 marks)

(f) (i) Create a report displaying the following fields: **Student ID, Surname, Other Name, Date of Birth, Termly fees and Yearly Fees**, sorted in ascending order. Give your report a title **School End of Year Report**. (02 marks)

(ii) Insert your name and personal number in the Report Footer. (01 mark)

(g) Print al your work. (01 mark)

4. Your elder sister plans to make a birthday party for her daughter. You have been assigned to design an **Invitation Card** for the guests.

(a) Using appropriate publishing software, create an invitation card that fit on an A5 landscape page. *(02 marks)*

(b) (i) Use WordArt to write the main subject of your invitation as “CRYSTAL’S BIRTHDAY PARTY”. *(01 mark)*

(ii) Change the WordArt outline to a dotted line. *(01 mark)*

(iii) Use an appropriate fill colour for the WordArt text. *(01 mark)*

(c) Using text boxes, personal creativity and design skills, appropriately layout the text below on the rest of the card area. *(06 marks)*

Baby Crystal invites the company of.....to her second birthday on Sun-30th Nov.2014.

Time: 2:00pm.

Come and Join us at Mariaz Gardens as we play, eat and sing with Crystal.

Lots of fun:

The bouncing Castle, Swimming in the through-carry your swimming costumes.

- Emphasize the Date, Place and Time.
- Vary fonts, sizes and colours
- Use appropriate line spacing.

(d) Insert at least 3 relevant clip arts. *(03 marks)*

(e) Insert a header of your name and personal number. *(01 mark)*

(f) Apply a suitable background texture. *(01 mark)*

(g) Include an **Auto-Shape** with number “2” inside it.

- Use appropriate fill colour for both auto-shape and number. *(02 marks)*

(h) Save the card as Crystal Invitation-Card. *(01 mark)*

(i) Print the card. *(01mark)*

5. (a) Open an appropriate spread sheet software and enter the data shown in the table below. Save it as your name and personal number. *(06 marks)*

S/N	NAME	SEX	HIST	CRE	ECO	GEO	TOT	AVE
1	Annet	F	90	54	78	50		
2	Amiru	M	79	53	70	89		
3	Samira	F	87	65	69	45		
4	Shukri	F	76	57	82	45		
5	Logose	F	45	66	55	76		
6	Opio	M	76	44	76	87		
	Highest Score							
	Lowest Score							

(b) Use the suitable formulae for parts (i)-(iv).

(i) In the **TOT** column, calculate the total score for each student. *(02 marks)*

(ii) In the **AVE** column, calculate the average score for each student. *(02 marks)*

(iii) In the **Highest score** row calculate the highest score per subject, the total score and average score. *(02 marks)*

(iv) In the **Lowest score** row calculate the lowest scores per subject, total score and average score. *(02 marks)*

(c) Create a suitable title for the table in spread sheet. *(01 mark)*

(d) Introduce a **GRADE** column after every subject and use the **VLOOKUP** function to assign a correct grade for each subject to the table below. *(04 marks)*

MARK	GRADE
00-34	F9
35-39	P8
40-44	P7
45-49	C6
50-54	C5
55-59	C4
60-69	C3
70-74	D2
75-100	D1

(e) Save and print your work. *(01 mark)*

END

S850/3
Subsidiary ICT
(PRACTICAL)
Paper 3
Nov./Dec.2014
2 hours



UGANDA NATIONAL EXAMINATIONS BOARD
Uganda Advanced Certificate of Education
SUBSIDIARY ICT
(PRACTICAL)
Paper 3
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Attempt any **three** questions in this paper

1. (a) Using a word processor of your choice, type the document below as it appears. Save your document as your name and personal number. (07 marks)

The path to wider access to telecommunications services.

Telecommunications reforms have led to more competitive markets in any of the countries studied. The result has been impressive growth during half of the 2000s, particularly in mobile telephony. The challenge will be to sustain this growth in the face of significant barriers.

A number of key policy recommendations, if followed, would sustain growth and deepen access to telecommunications in the region.

- There is ample scope for further sector reform in most countries. According to 2006 report from the GSM Association, poor regulation has reduced telecommunications in Africa by US\$4.6 billion.
- Countries should pursue liberalization by simplifying licensing regimes, lifting remaining bars to market entry, and examining the feasibility of introducing mobile number portability and mobile virtual network operators.
- Mobile telephone access should be incorporated into established goals for universal access so as to leverage the successful spread of mobile communications.
- High-speed connectivity over fibre cable is a pre-requisite for e-government and other socioeconomically beneficial applications.

Source: *Information and Communications Technology in Sub-Saharan Africa: A sector review* by Michael Minges.

- (b) Copy and paste the text to the next page of your document. (01 mark)
- (c) Change the heading to uppercase, font size of 16.5 and center it. (03 marks)
- (d) Insert the footnote; “*Is the provision of telephone services to phones which may move around freely rather than stay fixed in one location*” on the word telephony. (02 marks)
- (e) Insert your name and personal number as header. (01 mark)
- (f) Insert the word “Telecommunications” as a watermark with font size 54. (03 marks)
- (g) Include page numbers whose format is alphabetical letters. (02 marks)
- (h) Print your work. (01 mark)

2. (a) As a treasurer to your school's Debating Club, use a spreadsheet software to prepare the budget below. Save your work as your name and personal number. (06 marks)

	A	B	C	D	E	F	G	H
1	DEBATING CLUB'S END OF YEAR PARTY BUDGET							
2	S/N	ITEM	QUANTITY(KGS)	UNIT PRICE(SHS)	TOTAL COST(SHS)	TOTAL COST(SHS)	DISCOUNT	DISCOUNTED PRICE
3	1	SALT	30	1000				
4	2	WHEAT FLOUR	23	3500				
5	3	BEEF	55	7000				
6	4	FLESH BEANS	23	2000				
7	5	FRESH PEAS	12	2500				
8								

(b) Use appropriate formula/function to compute the.

(i) TOTAL COST per item. (02 marks)

(ii) DISCOUNT given-the discount is 1.3% of the TOTAL COST of an item. (02 marks)

(iii) DISCOUNTED PRICE that the club will pay. (02 marks)

(c) Represent the items with their respective discounted prices on a pie chart. Save it on another sheet. (05 marks)

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

(e) Print all your work. (02 marks)

3. The table below shows some of the participants in an ICT youth conference in Uganda.

(a) Use any database management software to create a database called **ICT Youth**. (01 mark)

ICT Youth Table.

ID NUMBER	NAME	SEX	DATE OF BIRTH	DEPARTMENT	ADDRESS
2014/1	Tushabe Adrine	F	12-June-1980	Education	Kasangati
2014/2	Nayebare Ritah	F	23-February-1995	Insurance	Masaka
2014/3	Ogwal Peter	M	03-January-1990	Banking	Jinja
2014/4	Gwokyala Grace	F	14-March-1998	Technical	Mbarara

(b) Create a table with appropriate data types and populate it using the data above. Save it as *ICT Youth table*. (07 marks)

(c) Generate a form from the table. Save it as *ICT Youth Form*. (03 marks)

(d) Use a query to filter out all the youths excluding those from the Insurance **DEPARTMENT**. Save it as *ICT Youth Query*. (04 marks)

(e) Use the table to generate a report for the participants. Save it as *ICT Youth Report*. (03 marks)

(f) Print all your work. (02 marks)

4. Many people world over time, have tried to explain how important time is. Many definitions have been given illustrated below;

- Time is a resource.
- Time is money
- Time wasted is never gained and many others

(a) You are required to prepare a 4-slide presentation to students advising them on time management. *(08 marks)*

(b) Insert a link to www.google.com on the third slide and name it “research”. *(02 marks)*

(c) Insert a self-updating time on each slide in your presentation. *(02 marks)*

(d) Insert relevant images to your presentation. *(02 marks)*

(e) Apply slide transitions to all your slides. *(02 marks)*

(f) Apply animations to the same of the presenter in the first slide. *(02 marks)*

(g) Save your work as your name and personal number. *(01 mark)*

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

5. (a) Using a publishing software, design an identity card with the following information below. (14 marks)

Identity card heading: Organization name of your own choice in WordArt format

Address:	P.O Box 234 Kampala
Telephone:	0413556887
Email Address:	Organizational Email address
Website:	Organizational website
Employee Name:	Your name
Position:	ICT Manager
ID Number:	2014/115
Date of issue:	01/01/2014
Expiry date:	01/01/2016

- (b) Add an image to act as the owner's photograph. (02 marks)
- (c) Insert an appropriate logo. (02 marks)
- (d) Save and print your work. (02 marks)

END

S850/2
Subsidiary ICT
(PRACTICAL)
Paper 2
Nov./Dec.2015
2 hours



UGANDA NATIONAL EXAMINATIONS BOARD

Uganda Advanced Certificate of Education

SUBSIDIARY ICT

(PRACTICAL)

Paper 2

2 hours

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1. (a) Type the text below using an appropriate word processing program. (04 marks)

The stocks and the Urchin

Of all the boys in the town, the most forward in singing nonsensical verse was always the same one who had begun teasing the storks, a little urchin not more than six years old. The young storks, indeed, fancied him a hundred years old, because he was bigger than either their father or mother and what should they know about the ages of children, or grown-up human beings!

All their schemes of ravages were aimed at this little boy; he had been the first to tease them, and he teased them still. The young storks were highly excited about it, and the older grew less they were inclined to endure persecution. Their mother, in order to pacify them, at last promised that they should be revenged, but not until the last day of their stay in that place.

Hans Christian Andersen

- (b) Copy and paste this document to the next page. (01 mark)
- (c) Change the heading to upper case, font comic sans ms, underline it with a dotted line and font size 13. (03 marks)
- (d) Justify the whole document. (01 mark)
- (e) Change the line spacing for paragraph one to 1.5. (01 mark)
- (f) Drop cap on two lines the letter beginning paragraph one. (01 mark)
- (g) Create a footnote of the word “pacify” and it should have the statement “to calm somebody who is angry”. (02 marks)
- (h) Your name and personal numbers should appear as footer and in italics. (02 marks)
- (i) The name “Hans Christian Andersen” should be crossed through. (01 mark)
- (j) Highlight the word “scheme” with colour yellow. (02 marks)
- (k) Save this document as “Prose” (01 mark)
- (l) Print your work. (01 mark)

2. The table below shows examination results of senior six students of Mugo Secondary School. Study it and answer the questions that follow.

	A	B	C	D	E	F	G	H	I
1	MUGO Secondary School Senior Six Science Class, 2013								
2	SUBJECTS								
3	FIRST NAME	LAST NAME	BIOLOGY	CHEMISTRY	MATH	PHYSICS	ICT	AVERAGE	GRADE
4	OKUMU	DAVID	80	90	80	90	70		
5	NAIGA	LILIAN	72	85	63	47	90		
6	APUNU	JOSEPH	78	87	86	82	52		
7	ODYEK	TONNY	78	87	86	82	52		
8	WAISWA	MAX	30	25	58	58	67		
9	LUBEGA	KARIM	86	56	47	78	82		
10	KATAIKE	JENNIPHER	59	85	64	55	85		
11	KATEREGA	JULIUS	98	45	25	93	69		
12									
13	HIGHEST VALUE								
14	LOWEST VALUE								
15	MEDIAN VALUE								
16									

- (a) Enter the student's data above in a spread sheet application as shown.

(07 marks)

- (b) Using appropriate functions, determine the:

- (i) Average score for each subject. (02 marks)
- (ii) Highest score for each subject. (01 mark)
- (iii) Lowest score for each subject. (01 mark)
- (iv) Median score for each subject. (02 marks)

- (c) Make your worksheet landscape page orientation. (01 mark)

- (d) Name your worksheet as **Results**. (01 mark)

- (e) Use the relevant function to grade each student's average by indicating:

(03 marks)

- **Very good** if average is greater than 80.
- **Good** if average is greater than 55.
- **Poor** if average is below 55.

- (f) Save your work as your name and personal number. (01 mark)

- (g) Print your work. (01 mark)

3. Titus is the new Marketing Manager of a company called “Inspirational Aspirations Ltd”. The company is located at block 110, 7th street of industrial area. The contact address is P.O Box 130, Nakasero. His email address and telephone contacts are tmakrketiing@inspirationalaspiration.com and +256414285193 respectively.

Using a desktop publishing application of your choice, help Titus to come out with a designer “Business Card” through the following activities.

- (a) Use an appropriate design to make eight identical cards per page. *(02 marks)*
- (b) Save your publication as “your name”. *(01 mark)*
- (c) Using a ruler guide measure, take the following card dimensions-width 3.5 inches and height 2 inches. *(02 marks)*
- (d) Design one card with following details. Company logo of your choice, Company Name; Name of employee; Designation; Location; Contact Address; Email and Telephone contacts. *(10 marks)*
- (e) Select all the contents on the card and group them into one object. *(02 marks)*
- (f) Apply an appropriate background colour to your card. *(01 mark)*
- (g) Insert your name and personal number as a footer. *(01 mark)*
- (h) Save and print out a copy of your work. *(01 mark)*

4. (a) Create a five-slide presentation about the introduction of Subsidiary Information and Communication Technology (ICT) for A-level in Uganda. In your presentation do the following:
- (i) **Slide I:** Include the title “Report on the Introduction of Subsidiary ICT”.
(02 marks)
 - (ii) **Slide II:** State the reasons why Subsidiary ICT was introduced in Uganda.
(02 marks)
 - (iii) **Slide III:** Give the expected outcomes of studying Subsidiary ICT.
(02 marks)
 - (iv) **Slide IV:** List the problems that are faced in schools offering Subsidiary ICT.
(02 marks)
 - (v) **Slide V:** Make a conclusion thanking the Ministry of Education, Science, Technology and Sports for introducing Subsidiary ICT to the Curriculum of Uganda.
(02 marks)
 - (b) Use appropriate transition schemes to view your presentation. (01 mark)
 - (c) Use appropriate animation schemes to view your presentation. (01 mark)
 - (d) Rehearse time your presentation with an appropriate timing of your choice.
(01 mark)
 - (e) Loop your presentation continuously. (01 mark)
 - (f) On the title slide apply a clip of the picture of a computer. (01 mark)
 - (g) The title should have the font size of 43.9, and it should appear different from other slides. (01 mark)
 - (h) All the slides should bear a footer of your name and personal number except the title slide. (01 mark)
 - (i) Apply appropriate colours for each slide. (01 mark)
 - (j) Save your work as your name and personal number. (01 mark)
 - (k) Print your work. (01 mark)

5. The table below represents SD employee payroll. Study it and answer the questions that follow.

ID NUMBER	EMPLOYEE NAME	SEX	AGE	DEPARTMENT	BASIC SALARY	ALLOWANCE S
U12	ASIIMWE RUTH	F	52	COMPUTER	300000	20000
U13	TUGUME RONALD	M	41	HISTORY	620000	32000
U14	TUGUME ROBERT	M	43	ECONOMIS	320000	50000
U15	NAMBI TRACE	F	36	MATHS	450000	62000

- (a) Use a database Management Software to create a database for SD employees.
Save it as **SD Database**. (01 mark)
- (b) Design a table and enter the given data. Save it as **Employee table**.
(08 marks)
- (c) Use a query to filter out all female employees with their details. Save it as **Female query**. (03 marks)
- (d)(i) Generate a report from the employee table and save it as **Employee report**. (02 marks)
(ii) Add a header to the report as SD EMPLOYEE PAYROLL and footer as your name and personal number. (02 marks)
- (e) Use a query to filter out employees who are between 40 and 45 years of age.
Save it as Aged. (03 marks)
- (f) Save and print all your work. (01 mark)

S850/3
Subsidiary ICT
(PRACTICAL)
Paper 3
Nov./Dec.2015
2 hours



UGANDA NATIONAL EXAMINATIONS BOARD
Uganda Advanced Certificate of Education
SUBSIDIARY ICT
(PRACTICAL)
Paper 3
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 a **new blank Compact Disc (CD)**.*

*Candidates should continuous **save** your work.*

*Each candidate must produce a **hard copy** for each of their to accompany the **Compact Disc (CD)***

1. (a) Study the document below and answer the questions that follow.

Formatting Text Using office 2003 Toolbar

In word processing program such as Ms word, there are numerous options available for presenting your text. This part of the tutorial will guide you through several of the important features in word that will allow you to edit, modify and display text (and non-text) components.

The standard Toolbar:

No.	Button	Function
1.	New blank document	Creates a new document
2.	Open	Helps to open an existing document.

Standard Toolbar buttons.

New blank Document:

Open

Save

Permission

Print

Print preview

Spelling and Grammar

Copy

Paste

Undo Typing

Insert Hyperlink

Insert Table

~~Word allows all toolbars to be customized, so you may not find all options listed there. There are several buttons that may or may not appear immediately in your version of Word.~~

- (b) Using a word processor of your choice typeset the above document as it is. *(12 marks)*
- (c) Save your work as Formatting Exercise. *(01 mark)*
- (d) Copy your document to the next page. *(01 mark)*
- (e) Format your copy as follows:
- (i) Apply colour green to the title of the document. *(01 mark)*
- (ii) Set the line spacing of the last paragraph to 1.5 points. *(01 mark)*
- (iii) Bullet the list of Standard Toolbar buttons. *(01 mark)*
- (iv) Justify your text in the first paragraph. *(01 mark)*
- (f) Insert a footer of your name and personal number. *(01 mark)*
- (g) Print your work. *(01mark)*

2. The table below shows examination results of Senior Six Subsidiary ICT students. Study it and answer the questions that follow.

B21 fx						
	A	B	C	D	E	F
1						
			PAPER ONE x/40	PAPER TWO x/60	FINAL MARK	
2	STUDENT'S NAME	AGE				
3	Nayiga Ruth	18	33	42		
4	Asiimwe Brenda	17	25	52		
5	Atyeno Grace	19	29	48		
6	Akiiki Lucy	18	33	56		
7						
8						

- Enter the student's data above in a spreadsheet program. *(05 marks)*
- Determine the final mark for every student by use of a formula. *(02 marks)*
- At the end of the table in the empty row after **Akiiki Lucy**, insert a formula/function in the "AGE" column, to determine the age of the youngest student. *(02 marks)*
- Insert in the table the title "STUDENT'S PERFORMANCE". *(01 mark)*
- Insert a footer as your name and personal number. *(01 mark)*
- Plot a bar graph of the FINAL MARK against STUDENT'S NAME.
 - Add a chart title as BAR GRAPH REPRESENTING STUDENT'S PERFORMANCE.
 - Add axis titles. *(05 marks)*
- Copy your graph to another worksheet. *(01 mark)*
- Rename sheet one as MARKS and sheet two as GRAPH. *(01 mark)*
- Save your work as your name and personal number. *(01 mark)*
- Print your work. *(01 mark)*

3. Use publication software of your choice to design a library brochure of Katale Secondary School. In your design, take into account the following.
- (a) Divide the page into three identical parts. *(06 marks)*
(Your layout should look like this)

Brief introduction about the library	The stock of text books in the library	Library services
--------------------------------------	--	------------------

Panel Two

Library Regulations	School Address	Face of the Brochure.
---------------------	----------------	-----------------------

- (b) Make a brief introduction about the library in two sentences. *(02 marks)*
- (c) List five text books of your choice in the stock of text books. *(02 marks)*
- (d) Give at least **two** library services. *(02 marks)*
- (e) Outline at least **two** library Regulations of your choice. *(02 marks)*
- (f) For the address use: *(01 mark)*
- Katale Secondary School
P.O Box 1294, Gulu-Uganda
www.katalesecasch.ac.ug
- (g) The face should have the heading as KATALE SECONDARY SCHOOL LIBRARY. Centre the heading with font size 26.5. *(02 marks)*
- (h) Add a clip art object of your choice in the place of the logo. *(01 marks)*
- (i) Save your work with your name and personal number. *(01 mark)*
- (j) Print your work. *(01 mark)*

4. Your teacher requested you to design a five-slide presentation of the topic of networking which should be used for conducting a lesson in the Senior Five Class.
- (a) (i) **Slide 1:** Should have the introduction of the topic and the name of the presenter. *(02 marks)*
 - (ii) **Slide 2:** Should have the advantages of networking computers. *(02 marks)*
 - (iii) **Slide 3:** Should have the disadvantages of networking computers. *(02 marks)*
 - (iv) **Slide 4:** Should have the factors affecting communication speed on the network. *(02 marks)*
 - (v) **Slide 5:** Should have the hardware and software requirements for networking. *(02 marks)*
 - (b) Apply minimal animations in your presentation. *(02 marks)*
 - (c) Insert relevant clip art in your slide. *(01 mark)*
 - (d) Insert your name and personal number as footer. *(01 mark)*
 - (e) Vary the background of all slides. *(01 mark)*
 - (f) Number all your slides. *(01 mark)*
 - (g) Make your presentation to run automatically after 3 seconds. *(02 marks)*
 - (h) Save your work as **Networking**. *(01 mark)*
 - (i) Print your work. *(01 mark)*

5. The tables below were extracted from records of a school in Uganda. Study them and perform the required tasks.

Table 1: Subject Table.

Subject ID	No. of Subjects	Subject Date	Price per Subject	Student ID	Combination ID
T1120	2	20-11-12	200	S6045	C1100
T1121	3	21-11-12	400	S6042	C1101
T1122	3	22-11-12	450	S6041	C1102
T1123	2	23-11-12	120	S6043	C1103
T1124	1	24-11-12	250	S6044	C1104
T1125	3	25-11-12	800	S6040	C1105

Table 2: Students Table

Student ID	Student Name	Gender	Contact Code	Student Location
S6045	Tendo	M	+254	Masaka
S6042	Tim	M	+255	Soroti
S6041	Alex	F	+041	Tororo
S6043	Titus	F	+045	Mbarara
S6044	Teddy	F	+045	Arua
S6040	Theo	M	+070	Kitgum

Tasks

- Create a database called My School. *(01 mark)*
- Design table 1 with its appropriate name and data types. Use it to capture the given data. *(06 marks)*
- Design table 2 with its appropriate name and use the lookup wizard for the gender field data types. Use it to capture the given data. *(04 marks)*
- Create a relationship between the two tables. *(02 marks)*
- Create a query for all those students whose locations begin with letter "M". Include the field of **Student ID, Student Name, Contact Code, Student Location and No. of Subjects**. Save it as **M-Location**. *(04 marks)*
- Write a query for table 1 to select those papers that were sat between 21st and 25th November 2012. Save it as **Mid-table**. *(02 marks)*
- Print your work. *(01 mark)*

END

S850/2
SUBSIDIARY ICT
(PRACTICAL)
PAPER 2
Nov./Dec.2016
2 hours



UGANDA NATIONAL EXAMINATIONS BOARD
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 **UNEB Support Files** on the Computer Desktop. Use the support files where applicable to supplement the questions.*

*Each candidate is provided with a **new blank Compact Disc (CD)**.*

*Candidates should continuous **save** your work.*

*Each candidate must produce a **hard copy** for each of their to accompany the **Compact Disc (CD)***

Attempt any **three** questions on this paper

1. a) Using a word processor application, load the file **OUR FOCUS.rtf** and save it as your name and personal number. (02 marks)
- (b) Set the page size to **A4**. (01 mark)
- (c) (i) Set the title and subtitles to *Times New Roman* font size 22 and the rest of the text to *Times New Roman* font size 12. (02 marks)
- (ii) Bold and underline the two subtitles. (02 marks)
- (d) Apply another colour to the title and sub-titles. (01 mark)
- (e) (i) Type a sentence related to the title in the Text box at the bottom. (01 mark)
- (ii) Move the Text box to any space in the main document. (02 marks)
- (f) (i) Change the numbered list to a bulleted list. (01 mark)
- (ii) Use the correct symbol for **R** registered trademark (02 marks)
- (g) Insert an endnote in reference to the title with the words. (02 marks)
“*This document here is very important for all*”
- (h) Insert the image from the file **Academician.jpg** into your document. (01 mark)
- (i) Insert your name and personal number in the header and align it left. (02 marks)
- (j) Save and print your work. (01 mark)

2. The statistics shows the rainfall in millimeters (mm) received in Kisoro district in 2012:

January 63,	February 81,	March 117,	April 186,
May 156,	June 15,	July 12,	August 36,
September 147,	October 144,	November 153,	December 60

- (a) Use any spreadsheet application to enter the data above
save it as your name and personal number. *(06 marks)*
- (b) Insert a suitable heading for the data. *(02 marks)*
- (c) Use appropriate formulas to compute the rainfall received every month in:
 - (i) 2013, if there was an increase of 5% from the previous year, 2012. *(02 marks)*
 - (ii) 2014, if there was a decrease of 10% from that of 2013. *(02 marks)*
- (d) (i) Create a 3-D column chart showing month and annual rainfall received
in the 3 years. *(03 marks)*
 - (ii) Insert a suitable title for the graph and label the axis. *(02 marks)*
- (e) Insert your name as header and personal number as the footer. *(02 marks)*
- (f) Save and print all your work. *(01 mark)*

3. You have been asked to prepare a presentation about Agriculture in Uganda.

You are provided with the following resources;

-A folder called **Picture part1** contains all the relevant pictures to be used in the presentation.

-Some literature about Agriculture in Uganda. Refer to **economy.rtf** file.

(a) Use this data to prepare a four-slide presentation and save it as your name and personal number *Use Title and Content slide layout on all the slides.*

(02 marks)

(i) **Slide 1:** Information about the presenter and the topic. *(02 marks)*

(ii) **Slide 2:** A simple definition of Agriculture. *(02 marks)*

(iii) **Slide 3:** Branches of Agriculture and their descriptions. *(03 marks)*

(iv) **Slide 4:** Conclusive remarks about Agriculture. *(02 marks)*

(b) Every slide should have a relevant image in the bottom right corner. *(02 marks)*

(c) Apply some animation to all the titles. *(02 marks)*

(d) Apply a simple transition on the slides. *(01 mark)*

(e) Use action buttons in the left bottom corner. *(02 marks)*

(f) Insert a footer of your name and personal number. *(01 mark)*

(g) Save and print all your slides as handout on one page. *(01 mark)*

4. Use Database software of your choice, to open the file **SPORTS CLUB.mdb** and save it as your name and personal number. (02 marks)
- (a) (i) Assign *Lookup* data type to the field HOUSE. (04 marks)
- (ii) Allocate appropriate data types to the other fields. (04 marks)
- (b) Enter the data in the field HOUSE against the respective names as shown in the table below: (02 marks)

NAME	HOUSE
Kiconco Enid	Muteesa
Mukyala Jenifer	Mandera
Nakabugo Tricica	Mandera
Nantongo Tania	Muteesa
Ttenda Katrina	Mandera
Ddumba Stevo	Muteesa
Kitonsa Mike	Kabalega
Kizimula Willy	Kabalega
Omoni Jimmy	Kabalega

- (c) Sort in ascending order the data based on the FEES field. (02 marks)
- (d) Create a form with all the fields in the table and call it **Sports Form**. (03 marks)
- (e) Create a query and use it to extract all female students whose contacts start with **077** and **078**. Name it **Sports query**. (03 marks)
- (f) Generate a report from the form **Sports query**. Name it **Sports Report**. (03 marks)
- (g) Save and print your work. (01 mark)

5. Nalongo Secondary School is preparing to host old students for the annual feast on 17th December at the school. You as the General Secretary of the old Student's Association, you are required to design an **Invitation card** for the Old students.
- (a) Use a suitable Publishing software to design the card and include the following signatories at the bottom: *(10 marks)*
- (i) *Head teacher*
 - (ii) *Chairperson*
 - (iii) *General Secretary (type your name)*
- (b) Include on the card an appropriate logo. *(03 marks)*
- (c) Insert attractive border art on the card. *(02 marks)*
- (d) Produce 3 copies of the card which can fit on the same page. *(02 marks)*
- (e) Save your work as your name and personal number. *(02 marks)*
- (f) Print your work. *(01 mark)*

END

S850/3
SUBSIDIARY ICT
(PRACTICAL)
PAPER 3
Nov./Dec.2016
2 hours



UGANDA NATIONAL EXAMINATIONS BOARD
Uganda Advanced Certificate of Education
SUBSIDIARY ICT
(PRACTICAL)
Paper 3
2 hours

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*Each candidate must produce a **hard copy** for each of their to accompany the **Compact Disc (CD)***

*Answer any **three** questions on this paper*

1. (a) Using word processing software, load the file **moralpaper.docx** and save it as your name and personal number. *(02 marks)*
- (b) Underline the heading of the document. *(01 mark)*
- (c) Change the border with 6pt. *(02 marks)*
- (d) Centre align the whole document. *(01 mark)*
- (e) Insert the picture **bet1.JPG** as the header of the document. *(02 marks)*
- (f) Insert your name and personal number as footer of the document. *(01 mark)*
- (g) Insert page numbers at the bottom of your document starting from 5. *(02 marks)*
- (h) Insert an auto shape of your choice, in the document.
 - (i) Change the color of the auto shape to green.
 - (ii) Order it behind the text. *(03 marks)*
- (i) Drop cap the first letter of the second paragraph to cover 2 lines. *(02 marks)*
- (j) Make the word “addictive” in the fourth paragraph a hyperlink to www.google.com . *(02 marks)*
- (k) Copy the whole document to another page. *(01 mark)*
- (l) Save and print your work. *(01 mark)*

2. (a) Load a file called **Products.xls** and save it as your name and personal number. *(02 marks)*
- (b) Add three columns **TOTAL COST**, **TOTAL SALES** and **PROFIT** after the last column. *(01 mark)*
- (c) Using any suitable formulas, Calculate
- (i) Total cost per product. *(02 marks)*
- (ii) Total Sales per product. *(02 marks)*
- (iii) Profit per product. *(02 marks)*
- (d) Format all money with a dollar currency symbol. *(02 marks)*
- (e) Format all currency values to one decimal place *(01 mark)*
- (f) Change the column headers to 90 degrees orientation. *(01 mark)*
- (g) Centre all the column headers. *(01 mark)*
- (h) Apply all borders around all the data. *(01 mark)*
- (i) Rename sheet 1 as **Shop1** *(01 mark)*
- (j) Copy all the data on **Shop1** to sheet 2 and rename it **Shop2**. *(01 mark)*
- (k) Using the data on shop2, filter it to show only products whose profit exceeds\$100,000. *(02 marks)*
- (l) Save your work and print your work. *(01 mark)*

3. The Director of Studies (DOS) of a school wishes to improve efficiency in his office by designing a database for his students.

(a) Use a Database Management Software to design the student database and save it as your name and personal number. *(01 mark)*

(b) Create the table given below and save it as **Student Data Table**. *(05 marks)*

Reg.No.	Name	Sex	Date-Birth	Class	Co-curricular
RGS003	Nambi Tina	F	1/23/1996	6A	CHAPEL
RGS006	Guma Fred	M	9/11/1995	6B	SPORTS
RGS009	Okello Dan	M	4/22/1996	6A	MDD
RGS010	Busingye Bob	M	7//10/1996	6C	NONE
RGS011	Sonia Patel	F	12/1/1995	6A	SPORTS
RGS014	Achol Faith	F	1/13/1996	6B	CHAPEL
RGS017	Saidi Ali	M	2/11/1997	6C	MDD

(c) Create another table with the data below and save is as **Student Clearance Table**. *(04 marks)*

Reg.No.	Lib-Status	Fees-Bal	Oth-Debts	TOTAL-Bal
RGS003	CLEARED	0	12,000	
RGS006	CLEARED	140,000	0	
RGS009	CLEARED	52,000	10,000	
RGS010	CLEARED	0	21,000	
RGS011	DEFAULTER	100,000	0	
RGS014	DEFAULTER	22,000	0	
RGS017	DEFAULTER	0	0	

(d) Create **one-to-one relationship** between the two tables. *(01 mark)*

(e) Create a form for the **Student Data Table**; include a form header “**Students’ Data Entry Form**”. Save it as **Student Data Form**. *(02 marks)*

(f) Create a report showing **Name, Class, Lib-Status** and **Fees Bal**. Save it as **Clearance Report**.

- (i) Group your records by **Class**.
- (ii) Arrange your records in ascending order of Names.
- (iii) Include a report footer of your name and personal number. (04 marks)
- (g) Create a query for **Student Clearance Table** and in it, calculate **TOTAL-BAL** which is the sum of **Fees-Bal** and **Oth-Debts**. Save it as **Total Debts Query**.(02 marks)
- (h) Print all your work. (01 mark)

4. E-Commerce is a financial business transaction that occurs over an electronic network such as the internet.

(a) You are required to design a four-slide presentation on E-Commerce.

Save it as your name and personal number. (01 mark)

- (i) **Slide I:** Introduction of the topic. (03 marks)
- (ii) **Slide II:** Services offered by e-commerce. (03 marks)
- (iii) **Slide III:** Advantages of e-commerce and some of this information may be included; (03 marks)

- Shopping can take place at any time
- Customers can exchange goods
- Variety of commodities to order for
- A business does not pay premises

(iv) **Slide:** Disadvantages of e-commerce. Consider the following. (03 marks)

- Less social interaction between the buyer and the seller.
- It is possible to deal with a fake company and your money may go in wrong hands.
- Many people do not trust electronic method of payment used by e-commerce

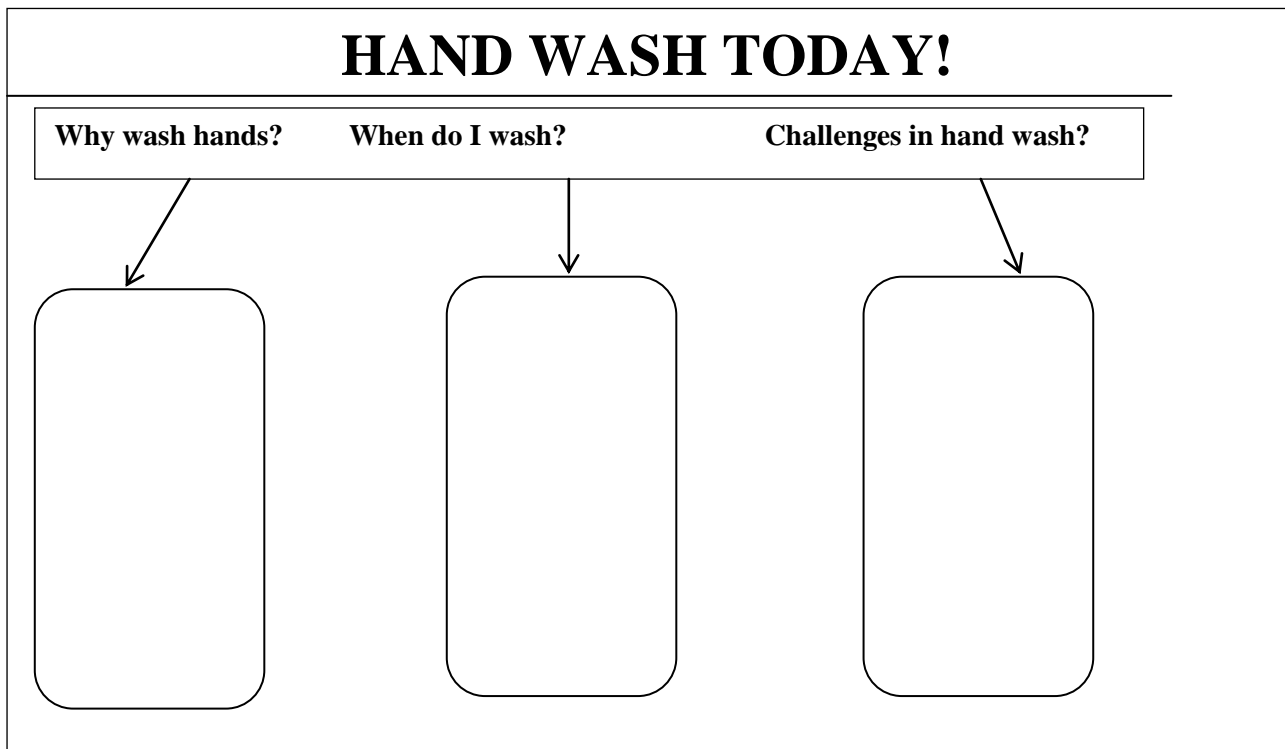
(b) Use suitable animation and transition effects. (02 marks)

(c) Apply relevant Clip Art on all slides. (02 marks)

(d) Include your name and personal number as header on each slide. (02 marks)

(e) Save and print your work. (01 mark)

5. (a) Using any desktop publication software of your choice, create the document below as it. (05 marks)



- (b) Insert text from the file **WASH.rtf** into the appropriate auto shapes. (03 marks)
- (c) Insert bullets on the text in the auto shapes. (02 marks)
- (d) Fill shapes and background with light colours of your choice. (03 marks)
- (e) Enhance the arrows connecting the auto shapes with a 3pt weight size. (02 marks)
- (f) Insert the picture from the file **NO GERMS.rtf** in the title text box.
Resize the picture to fit in the textbox. (03 marks)
- (g) Insert footer as your name and personal number. (01 mark)
- (h) Save and print your work. (01 mark)

END

S850/2
Subsidiary ICT
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Paper 2
Nov./Dec.2017
2 hours



UGANDA NATIONAL EXAMINATIONS BOARD
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.*

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1. (a) Using a suitable word processor, create the following table of information belonging to Madiba Enterprises Limited. Save it as your name and personal number. (05 marks)

Name	Age	Sex	Salary
Munyagwa	28	M	450,000
Bbaale	30	M	550,000
Bena	25	F	950,000
Namusisi	26	F	380,000
Cosy	27	M	400,000
Daniella	32	F	600,000
Akello	34	F	560,000
Faluk	38	M	760,000
Kiwa	37	M	850,000
Manafwa	25	F	865,000

- (b) Make a copy of the table onto the next page. (01 mark)
- (c) Sort the records in the table in descending order of **Salary**. (01 mark)
- (d) Italicize the column headings and change them to font size 15. (02 marks)
- (e) (i) Add a row at the bottom of the table.
- (ii) Use in-built formulae to the **average** age and **total salary**. (02 marks)
- (f) (i) Insert a column to the right of the table and merge cells.
- (ii) Type the text “Salary is paid on 28th day of every month without fail” and align it vertically in the center. (03 marks)
- (g) Insert a row at the top of the table and insert a suitable heading. (02 marks)
- (h) Align your table in the centre of the page. (01 mark)
- (i) Insert a header containing your name and personal number in capital letters. (02 marks)
- (j) Save and print your work. (01 mark)

2. In this era of Information Technology, youth are vulnerable to many challenges in their life. Assuming you are appointed health prefect of your school and you are required to make awareness about abstinence;
- a) Use a suitable presentation software to design a five-slide presentation about abstinence and include the following information.
- i. **Slide 1:** The topic, your name and current automatic date. *(03 marks)*
 - ii. **Slide 2:** Introduction and definition of abstinence. *(02 marks)*
 - iii. **Slide 3:** Advantages of abstinence among the youth. *(03 marks)*
 - iv. **Slide 4:** Youth affected by early sex in 2009-20%, 2010-30%, 2011-27%, 2012-33%, 2013-35%. Represent the data in a tabular form. *(03 marks)*
 - v. **Slide 5:** Use a column chart to represent the data in slide four. *(03 marks)*
- b) Insert relevant graphics in your presentation. *(02 marks)*
- c) Apply a suitable animation to your presentation. *(01 mark)*
- d) Insert a footer as your name and personal number. *(01 mark)*
- e) Save your presentation as your name and personal number. *(01 mark)*
- f) Print your presentation as handout on one page. *(01 mark)*

3. (a) Using an appropriate database program, load the file **POPU**. Save it as your name and personal number. (02 marks)
- (b) Open the table “Nation” in *Design View* and adjust the data types appropriately. (04 marks)
- (c) Enter the following details in the field IDNo. (02 marks)

N001	N002	N003	N004	N005	N006	N007	N008	N009	N010
N011	N012	N013	N014	N015	N016	N017	N018	N019	N020

- (d) Delete the default ID field from the table and make IDNo the primary key. (02 marks)
- (e) Create a query including the fields of NAME, SEX and MARRIAGE to select all those female citizens who are not married. Save the query as **Status**. (02 marks)
- (f) Make another query with only the concerned fields to display families living in semi-permanent houses and having the number of members in the family which is 12 and above. Save it as **Semi Permanent**. (03 marks)
- (g) Produce a report showing all fields except the fields; DATE OF BIRTH and MARRIAGE STATUS. Save it as **Final Report**. (02 marks)
- (h) Insert a footer as your name and personal number on the report. (01 mark)
- (i) Save and print your work. (02 marks)

4. (a) Use a publication software to open the file **phone.pub** and save it as your name and personal number. (02 marks)
- (b) Insert a text box of height 0.791" and width 8.936" on the top most part of the page and do the following; (01 mark)
- Type "**YUNNO SENIOR SECONDARY SCHOOL**" (01 mark)
 - Change the font type to *Rockwell condensed* size 28 and any color. (02 marks)
 - Insert a logo of your choice in any appropriate position of the text box. (02 marks)
- (c) (i) Insert any two pictures from the folder images, in the positions labelled **No1** and **No2**. Resize the pictures to fit in the text boxes. (02 marks)
- (ii) Type "Invitation to silver jubilee celebrations" between the two images and change the font type to *Old English Text MT* size 24. (03 marks)
- (d) Group all the layout objects. (02 marks)
- (e) Type the following text in the area marked **Z** and centre align it. (03 marks)
- Dear*
- Mr/Mrs/Rev/Hajji.....*
- You are hereby invited to attend the schools silver jubilee celebrations due to take place on 15th December this year at 10:00am at the school's*
- Rwakanengyere square.*
- (f) Type in your name as the recipient of the invitation. (01 mark)
- (g) Save and print your work. (01 mark)

5. (a) Using any spreadsheet program, load the file **Data** which shows the number of votes obtained by Chairperson Local Council five (LCV) candidates in different counties of a district. Save your work as your name and personal number. *(02marks)*
- (b) Add two columns: TOTAL and POSITION. *(01 mark)*
- (c) Using any relevant formula, calculate:
- i. Total votes
 - ii. Position
- (d) Skip one row after the last candidate and type the word **Highest Votes**. Calculate the highest number of votes for each county. *(02 marks)*
- (e) In the next new row, type the word **Total Voters**. Calculate the total number of voters per county. *(02 marks)*
- (f) Format the table to fit on one page. *(01 mark)*
- (g) (i) Insert two rows above the first row. *(01 mark)*
(ii) Type an appropriate heading for the table and centre it. *(01 mark)*
- (h) Insert a 2D stacked line chart for all candidates and their votes in the countries EXCEPT county C. *(02 marks)*
- (i) Add an appropriate chart title and axis titles. *(02 marks)*
- (j) Transfer the chart onto another sheet. *(01 mark)*
- (k) Insert a header of your name and personal number. *(01 mark)*
- (l) Save and print your work. *(01 mark)*

S850/2
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1. (a) Using a word processing software, open the file **document xy** and save it as your name and personal number. *(02 marks)*
- (b) Underline the heading with a dotted line. *(01 mark)*
- (c) Drop cap by three lines the first paragraph. *(02 marks)*
- (d) Convert two into two columns with a line in between them. *(02 marks)*
- (e) Insert page numbers, center aligned in the **A, B, C** format. *(02 marks)*
- (f) Insert an appropriate watermark of size 38. *(02 marks)*
- (g) Insert a page break after the first paragraph. *(01 mark)*
- (h) Insert the **image100.jpg** on the first page. *(03 marks)*
- (i) Apply a page boarder on the first page only. *(01 mark)*
- (l) Insert your name as header and today's date as the footer. *(02 marks)*
- (k) Set paper size to A5 for the whole document and print your work. *(02 marks)*

2. As an ICT student, you are required to use a suitable publication software and design a font cover page for the magazine called *Agriculture for Better* as follows.
- a) Use appropriate layout, paper balance, font variation and relevant pictures. Save it as your name and personal number.
(10 marks)
 - b) Insert a clip to represent the writer at the bottom of the cover.
(02 marks)
 - c) Use your name as the author of the magazine. (01 mark)
 - d) Insert automatic current date to appear as the date of publication.
(02 marks)
 - e) Apply suitable background for the cover. (03 marks)
 - f) Insert your name and personal number as header. (01 mark)
 - g) Save and print your work. (01 mark)

3. A medical centre wishes to computerize all its patient's records.
- Create a database for the centre and save it as your name and personal number. *(01 mark)*
 - In Design view, create a Table with the following properties and save it as **Patients Bio Table**. *(03 marks)*

Field Name	Properties
Patient's Name	Text (20)
Sex	Text (1)
Residence	Text (25)
Patient Code	Text (04)
Date of Visit	Date/Time(short Date)
Diagnosis	Text(25)

- Create a form for **Patient Bio Table** and enter the records below, save it as **Patient Bio Form** *(03 marks)*

Patient Name	Sex	Residence	Patient Code	Date of Visit	Diagnosis
Adriko Sam	M	Kasese	ADS009	3/4/2006	Malaria
Akech Sally	F	Bulamu	ADS010	13/01/2006	Septic wound
Ddumba Zam	F	Rubaga	ADS011	21/11/2005	Infection in chest
Talemwa Steve	M	Kasawo	ADS012	3/10/2006	Malaria
Sango Dan	M	Bulenga	ADS013	13/03/2006	Inflamed joints

- In Design view, create another table with the following properties and save it as **Patient billing Table**. *(04 marks)*

Field Name	Properties
Patient Code	Text(4), Primary Key
Prescription	Memo
Consult Fee	Number
Treat Fee	Number
Medical Bill	Number

Medical is a calculate field which is Consult fee + Treat fee

- e) Populate the Patient Billing Table with the following data.
(03 marks)

Patient Code	Prescription	Consult fee	Treat fee	Medical bill
ADS009	Dualcortem	15,000	25,000	
ADS010	Tetanus vaccine, daily dressing	15,000	20,000	
ADS011	Ciproflaxin tabs, PPF injection	15,000	15,000	
ADS012	Chloroquine injection	15,000	30,000	
ADS013	Referred to Sickle Cell Clinic-Mulago	15,000	5,000	

- f) Create a **one to one** relationship between the **Patient Bio Table** and the **Patient Billing Table**.
(01 mark)
- g) Create a query which extracts from **Patient Bio Table** only those who were not diagnosed with Malaria. Save it as **Anti-Malaria**.
(02 marks)
- h) (i) Create a report showing *Name, Residence, Prescription* and *Medical Bill*. Save it as **Clinic Report**.
(01 mark)
- (ii) Include a report footer of your name and personal number.
(01 marks)
- i) Print all your work.
(01 mark)

4. As a peer educator, you have been told to prepare for a workshop where you will address the youth about a topic “Adolescence”. A folder called **images** has been provided to help you get all the related pictures.
- a) Prepare a presentation with six slides about adolescence as follows.
- i. **Slide one:** Introduction about the topic. *(02 marks)*
 - ii. **Slide two:** Characteristics of male adolescents. *(02 marks)*
 - iii. **Slide three:** Characteristics of female adolescents. *(02 marks)*
 - iv. **Slide four:** Effects of uncontrolled adolescence. *(02 marks)*
 - v. **Slide five:** Advice to adolescents. *(02 marks)*
 - vi. **Slide six:** Telephone contact is 256-56418545, website address is www.youthclub.org and email is infor@youthclub.org. *(01 mark)*
- b) Select any four pictures and insert them on appropriate slides. *(04 marks)*
- c) The presentation should run automatically without stopping. *(01 mark)*
- d) Insert your name and automatic date as footer. *(02 marks)*
- e) Save your presentation as your name and personal number. *(01 mark)*
- f) Print all your slides on one page. *(01 mark)*

5. (a) Using an appropriate spreadsheet application, load the file **Exam results** and save it as your name and personal number. (02 marks)
- (b) Rotate the titles to an angle of 60 degrees. (02 marks)
- (c) Copy the table to sheet 2 and rename the sheet **modified**. (02 marks)
- (d) Using appropriate functions compute;
- i. Total marks obtained by each student to be placed in **column P**. (03 marks)
- ii. Average marks to one decimal place obtained in the compulsory subjects (English, *Mathematics*, *History*, *Biology* and *Chemistry*). Place the average marks in **column Q**. (03 marks)
- iii. The number of students who sat for computer as one of their option subjects. Place the result in cell **C25**. (02 marks)
- iv. The highest score obtained in Chemistry. Place the result in cell **C26**. (02 marks)
- (e) Sort the student's records in descending order according to their total mark. (01 mark)
- (f) Insert a footer of your name and personal number. (01 mark)
- (g) Include all borders on the table. (01 mark)
- (h) Save and print your work. (01 mark)

END

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1. (a) Access the file **IntrodWP.rtf** and save it as your name and personal number. (02 marks)
- (b) Set the margins as; Top 1", Bottom 1", Left 1" and Right 1". (02 marks)
- (c) Format text to font size 12 and apply double line spacing. (02 marks)
- (d) Apply a Drop cap on the first paragraph. (02 marks)
- (e) (i) Make a bulleted list from the data in the second paragraph. (01 mark)
- (ii) Split the list into two columns. (02 marks)
- (f) Insert an appropriate heading for the text. (02 marks)
- (g) Draw $4\frac{1}{2}$ point coloured line below the heading. (02 marks)
- (h) Insert a watermark of your name. (02 marks)
- (i) Insert a picture from the folder **Images1** and send it behind. (02 marks)
- (j) Save and print your work. (01 mark)

2. The following students sat for their term two examinations in Mathematics(mat), Computer Studies (comp) and Commerce (com) and obtained the following marks:

John scored 40 in mat, 20 in comp and 50 in com, *Mary* scored 90 in mat 60 in comp, 30 in com. *Tamia* scored 70 in mat, 65 in comp, and 90 in com. *Samuel* scored 55 in mat, 40 in com and 80 in com. *Paul* scored 50 in mat, 20 in comp and 35 in com. *Albert* scored 50 in mat, 60 in comp and 50 in com. *Mersey* scored 20 in mat, 90 in comp and 77 in com. *Muzamil* scored 80 in mat, 69 in comp and 50 in com while *Timothy* scored 30 in mat, 60 in comp and 57 in com.

- (a) Enter the given data in a spreadsheet using appropriate column headings and a table title. Save your work as your name and personal number. (06 marks)
- (b) Use a formula in Column *E* to compute the average score for each student and name it AVERAGE MARK. (02 marks)
- (c) Sort the data in descending order based on column *E*. (01 mark)
- (d) Incline the column headings to an angle of 45^0 . (02 marks)
- (e)
 - (i) Create a column graph for the students' marks in the three subjects. Label your graph appropriately.
 - (ii) Move the graph to a new sheet and rename it as **Students' Marks**. (04 marks)
- (f) Use an appropriate formula in column *F* to grade the students with the criteria below:
EXCELLENT for all students with an average mark of 70 and above, PASS for those with an average mark of 50 and above, but less than 70 and FAIL for all students with an average mark below 50. (03 marks)
- (g) Apply all borders on the data. (01 mark)
- (h) Save and print all your work. (01 mark)

3. Use presentation software to design a five-slide presentation on Safe Water Management.

- (a) The slides should include:
 - (i) **Slide I:** Title and Introduction. (02 marks)
 - (ii) **Slide II:** Sources of water. (02 marks)
 - (iii) **Slide III:** Ways of making water safe for drinking. (02 marks)
 - (iv) **Slide IV:** Waterborne diseases. (02 marks)
 - (v) **Slide V:** Conclusion. (02 marks)
- (b) Insert appropriate pictures from the folder **Images2** on your slides. (03 marks)
- (c) Set the date to update automatically. (01 mark)
- (d) Set a transition loop of 10 seconds for all the slides. (02 marks)
- (e) Insert your name and slide number as footer. (01 mark)
- (f) Save your presentation as your name and personal number. (01 mark)
- (g) Print your slides as handout on one page. (02 marks)

4. (a) Using any database management system software of your choice, create a database to handle patient's data. Save it as your name and personal number. (01 mark)
- (b) Open a file called **Patients.xls**. Copy that data and use it to create a database table called **OPD Table**. (02 marks)
- (c) Apply the most appropriate data types to the fields in **OPD Table**. (01 mark)
- (d) Apply a *primary key* on an appropriate field. (01 mark)
- (e) Use a *Lookup* wizard for the SEX field and fill in *Male* and *Female*. (02 marks)
- (f) Sort the data in the table in descending order of AMOUNT PAID. (01 mark)
- (g) Create a form called **Patient's Form** containing all the fields in **OPD Table**. (01 mark)
- (h) On this form, create a new field NEW AMOUNT PAID if AMOUNT PAID is increased by 10%. (02 marks)
- (i) Create a query called **Aged Patients** showing patients born before 1990. (02 marks)
- (j) Create another query called **Typhoid bush** showing patients and come from Bushenyi district. (02 marks)
- (k) Create a report showing patients born before 1990. Call it **Aged Report**. (02 marks)
- (l) Insert a footer as your name and current date in the report. (02 marks)
- (m) Print all your work. (01 mark)

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 23, Kampala

Telephone Contact: 0773458098, 0712070797, 0707587473

E-mail Address: jkcomputercenter@yahoo.com

Website: <http://www.jkcomputer>

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

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1. (a) Using a word processor application, load the file **Mercedes.rtf**. (01 mark)
- (b) Save the file as your name and personal number. (01 mark)
- (c) Cut the last sentence of the text and paste it as a centered heading. (02 marks)
- (d) Double underline the heading. (01 mark)
- (e) Arrange your work in three columns except the heading. (03 marks)
- (f) Insert at the beginning of the first column the image **mercedes.jpg** and apply a *tight text wrapping*. (02 marks)
- (g) Resize the picture to 1.12" height and 2.0" width. (02 marks)
- (h) Apply double line space and a justify alignment to your work. (02 marks)
- (i) Insert a suitable word of your choice as watermark. (02 marks)
- (j) Apply a 6pt page border of any colour around your work. (01 mark)
- (k) Insert your name, personal number and an automatic date as footer. (01 mark)
- (l) Save and print your work. (01 mark)

2. (a) Using spreadsheet software, open the file **overtime.xls** and save it as your name and personal number. (02 marks)
- (b) Format the DATE column to display date in this format 31-feb-2015. (01 mark)
- (c) (i) Insert in cell *E2* the column name REGULAR WAGE.
(ii) Compute in *E2* the wages earned for regular hours at a rate of Sh.3100 per hour. (02 marks)
- (d) (i) Insert in cell *F2* the column name OVERTIME WAGE.
(ii) Compute in column *F* the wages earned for overtime hours at a rate of Sh.3300 per hour. (02 marks)
- (e) Compute in the *G* the total wage earned by the labourers.
Name the column GROSS. (02 marks)
- (f) In column *H*, compute the income tax that is 17% of gross.
Name the column TAX. (02 marks)
- (g) Compute the net pay of each labourer. (02 marks)
- (h) Revise the title to include the computed information. (01 mark)
- (i) Use a column chart to illustrate each labourer's regular and overtime wage (04 marks)
- (j) Apply *all borders* to your data. (01 mark)
- (k) Save and print your work. (01 mark)

3. The table below gives information about some students in **XY** Secondary School.

Reg.No.	Names	Class	Age	Sex	House
001	Gadibe G.	S5	18	M	Nasser
002	Nabakiibi J.	S1	13	F	Kenyatta
003	Bbaale B.	S2	15	M	Mandela
004	Ddungu W.	S3	16	M	Lubega
005	Agwang F.	S1	14	F	Mwanga
006	Opeta T.	S3	16	F	Mandela
007	Kapere R.	S5	19	M	Mwanga
008	Cossy K.	S5	20	M	Kenyatta
009	Mpuuta V.	S3	18	M	Kenyatta
010	Nampa T.	S1	12	F	Lubega

- (a) Create a database and save it as your name. *(01 mark)*
- (b) Design a table with appropriate data types and enter the given data. Name it as **Registration Table**. *(07 marks)*
- (c) Design a query to extract all male students above 18 years of age and name it **Mature**. *(03 marks)*
- (d) Create a form which will display records in the table. Name it **Registration Form**. *(04 marks)*
- (e) Create a report to display student's details with names arranged in alphabetical order. Name it Registration Report. *(03 marks)*
- (f) Print all your work. *(02 marks)*

4. (a) Prepare a four-slide presentation about a hotel business as follows
- (i) **Slide One:** Hotel name in Word Art format, the hotel address and an image. *(04 marks)*
 - (ii) **Slide Two:** Use bullets to outline the services offered. *(02 marks)*
 - (iii) **Slide Three:** Use a table to show the hotel menu for breakfast and Lunch. *(05 marks)*
 - (iv) **Slide Four:** Use images or text to represent various prices of the drinks. *(04 marks)*
- (b) Add your name and personal number as header to all slides. *(02 marks)*
- (c) Save your work as your name and personal number. *(01 mark)*
- (d) Print all the slides on one page. *(02 marks)*

5. (a) Using a publishing software, design a certificate of merit to be awarded to participants in a debating competition. The motion of the debate is **The Teaching of ICT has brought more positive effects than negative effects.** Save your work as your name and personal number. (02 marks)
- (b) Set the dimensions of the certificate to width 11 inches and height 8.5 inches. (02 marks)
- (c) Provide an appropriate title and apply *Word Art* in the title. (03 marks)
- (d) (i) Use relevant content of a certificate and also include the motion of the debate. (05 marks)
(ii) Include your name and the recipient of the certificate. (01 mark)
- (e) Insert any logo from the folder **Images**. (02 marks)
- (f) Use a suitable background for your certificate. (02 marks)
- (g) Apply a border to enclose your certificate. (02 marks)
- (h) Save and print your certificate as your name. (01 mark)

END

