

**Subsidiary Information
and Communication
Technology (ICT)
(PRACTICAL)**

Paper 3

July/Aug. 2024

2 hours



**MASAKA DIOCESAN MOCK EXAMINATIONS BOARD
Uganda Advanced Certificate of Education
JOINT MOCK EXAMINATIONS 2024
SUBSIDIARY ICT
(PRACTICAL)**

Paper 3

2 hours

INSTRUCTIONS TO CANDIDATES:

The paper is made up of five equally weighted questions.

Answer any three questions

Any additional questions(s) answered will not be marked.

Each candidate is provided with support files in the folder 2024 MACCADITA Support Files S850 Paper 3 on the Computer Desktop. Use the support files where applicable to supplement the questions.

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

Candidates should continuously save their work.

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

Turn over

1. Load a file **examinations.docx** and save as your name and personal number. (01 mark)
 - (a). Copy this work to page two of your document. (02 marks)
 - (b). Add a water mark of your name in page two of your work. (02 marks)
 - (c). Using data on page two. Add a suitable title of your choice to text on page two. (02 marks)
 - (d). Increase the font size for your work to font size 13.5 and font name Arial Narrow. (02 marks)
 - (e). Justify all paragraphs on page two. (02 marks)
 - (f). Convert one of the paragraphs to three columns with a line separator. (02 marks)
 - (g). Insert an appropriate image in column two of that paragraph and wrap it behind text. (02 marks)
 - (h). Add a footnote on a word computer to read: *any electronic device*. (02 marks)
 - (i). Drop cap a first letter in any paragraph and change it to colour red and should drop to two lines. (02 marks)
 - (j). Print your work. (01 mark)

2. (a) Using a suitable program, design a database saved as your name and personal number. (02 marks)

Item ID	Item Name	Quantity	Unit price
MS-007	Yoghurt	410	800
MS-010	Exercise books	1,000	250
MS-011	Omo	710	3,500
MS-100	Nomi	610	3,400
MS-200	Pencils	2,000	150
MS-002	Geisha	120	1,800
MS-004	Bubs	600	1,000
MS-080	Vim	700	400
MS-091	Jik	100	4,000
MS-084	Jazzy	21	10,000
MS-070	Shirts	180	10,000
MS-101	Trousers	100	25,000
MS-069	Extension cables	70	4,000
MS-001	Jeans	90	14,000
MS-074	T - shirts	170	10,000
MS-009	Wall clocks	40	16,000

- (b) Design a table saved as **item sales**. (04 marks)
- (c) Create a form that should have a title, **ENTRY FORM** and a company logo of your choice. use this form to populate the table above. Save the form as **entry form**. (03 marks)
- (d) Using all the field names create three queries to return the following results sets:
- (i) Items whose ID is between 002 and 200. Save the query as **ItemID**. (02 marks)
 - (ii) Item name that is more than 3 characters of length. Save the query as **item name**. (02 marks)
 - (iii) Unit price is more than 800. Save the query as **unitprice**. (02 marks)
- (e) Add a new field name for Gross Price in your query. Gross price is a product of quantity and Unit Price. Format your query to return thousand separators. Save the query as **grossprofit**. (02 marks)
- (f) Using a query saved as grossprofit, create a report saved as **grossprofitreport**. (02 marks)
- (g) Print all your database objects. (01 mark)

Load a file **Canteen Items.xlsx** and save as your name and personal number. (02 marks)

Additional Information:

VAT is 13% of the item price

Profit is 18% of the item price

Item expenses are calculated at half of the item price

Item price is equivalent to cost price plus VAT tax plus item expenses plus profit.

Use formulas and functions for your calculations

- a) Determine the canteen's VAT tax, profit and item expenses for each item. (02 marks)
- b) Determine the cost price for each item. (02 marks)
- c) Determine the total amount for each column. (01 mark)
- d) Assuming that the budget that was read dropped the item prices by 10%, Insert a column **New item price** at the end of the table. (01 mark)
- e) Determine the new item price for each item. (03 marks)
- f) Let your figures be formatted to UGX currency symbol. (02 marks)
- g) Insert an appropriate title to your data. (02 marks)
- h) Represent the Items, Item prices and new item prices on an appropriate line chart. (04 marks)
- i) Produce a hard copy of your work (01 mark)

4. Using a publication program of your choice, design a visitation card for **BRIGHT FUTURE INTERNATIONAL SCHOOL** and save it as **your name and personal number**. (02 marks)

– Name of school. (02 marks)

– Physical address. (02 marks)

– Provide space for name of student, reason for leaving school, parents name, date in, date out, e.t.c. (03 marks)

Instructions:

(a). Use an A4 paper size. (02 marks)

(b). You should have two visitation cards on your publication page. (02 marks)

(c). Insert logo of your choice. (02 marks)

(d). Add the motto at the bottom of each publication. (02 marks)

(e). Insert footer your name and index number. (02 marks)

(f). Print your publication. (01 mark)

5. Create a manually running presentation that will be used in your community to sensitise people about the topic **unemployment**. It should contain the following:

Slide 1: Your title **UNEMPLOYMENT**, add your name as a presenter. (02 marks)

Slide 2: Causes of unemployment. (02 marks)

Slide 3: Dangers of unemployment. (02 marks)

Slide 4: Solutions to unemployment. (03 marks)

Slide 5: Extent of unemployment. This slide should contain bar graph arising from the following table. (03 marks)

Village	2011	2012
A	40	10
B	10	20
C	07	10
D	11	05
E	20	10

Instructions:

- (a). Insert relevant images in your work. (01 mark)
- (b). Convert your title in slide one to word art of your choice. (01 mark)
- (c). Change the graph in slide 5 to 2011 column and 2012 to line graph. (02 marks)
- (d). Use a simple background colour. (01 mark)
- (e). Add a header of your name and footer of current date. (01 mark)
- (f). Save as **your name and personal number** (01mark)
- (g). Print all your work on one sheet of paper. (01 mark)

*** END ***