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**840/2**

**COMPUTER STUDIES**

**PRACTICAL  
(Paper 2)**

**August 2019**

2 hours 30 Minutes

**JINJA JOINT EXAMINATIONS BOARD (JJEB)**

**UGANDA CERTIFICATE OF EDUCATION**

**COMPUTER STUDIES**

840/2

**PRACTICAL PAPER**

2 Hours 30 Minutes

**INSTRUCTIONS TO CANDIDATES:**

1. *This paper is made up of two Sections* ***A,*** *and* ***B*** *respectively.*
2. *Section* ***A*** *contains* ***one*** *question. This question is* ***compulsory****.*
3. *Section* ***B*** *contains* ***three*** *questions. Answer any* ***two*** *questions from this section.*
4. *Each candidate is provided with a new* ***blank compact disk****.*
5. *Each candidate must produce a* ***hardcopy for*** *each of his/her work to accompany the compact discs.*
6. *Software help wizard* ***must not*** *be used.*

**SECTION A: (20 MARKS)**

*This section contains* **one** *question having two sub – sections. All sub – sections are compulsory.*

1. (a) Using a word processing application of your choice, key in the following text the

way it appears and save the work as **exam\_fever**. (04 marks)

For students, the examinations are unwelcome. At the approach of the examination, the students are in tension. The very thought of examination makes them fearful. The fear of failure or low scores make them unhappy. They never feel easy and comfortable with the examinations. The approach of the examinations keeps them disturbed.

Immediately before and during the examination, students suffer from a kind of fever. As a result of it, they are worried a lot. They suspend all their pleasure activities. They don’t visit friends, nor play games, nor visit cinemas. They concentrate on studies. They are very busy with books, notes and serious reading. They revise lessons, cram answers, discuss test papers and make a guess about possible questions. It is a very hectic period for them.

As the time of examination comes nearer, the fever becomes higher. It is the highest on the day before the examination. They don’t get sleep or rest. They get up very early in the morning and go very late to bed in the night.

**Instructions:**

1. Make **two** copies of your work in page 1 of your document. (01 mark)

*Adjust the pasted work to take care the tasks below:*

1. Add a heading “**Examinations Feve**r”. (01 mark)
2. Apply a yellow highlight, double underline on your heading. (02 marks)
3. Convert the text into two – columns with a line in between. (02 marks)
4. Justify align all the text. (01 mark)
5. Drop cap the first letter in paragraph one to two lines. (02 marks)
6. Adjust font name to Times New Roman and size 13.5. (02 marks)
7. Add a footnote on a word *unwanted* to reference text: “*An annoying activity that leads to disorganization”.* (02 marks)
8. Add a header of your name and personal number. (02 marks)
9. Print a copy of this work. (01 mark)
10. Prepare an electronic spreadsheet that you will use to work with the following statistical schedule provided showing the estimated livestock and poultry a farmer would wish to have the end of 2019 in ‘0000. (04 marks)

|  |  |  |  |
| --- | --- | --- | --- |
|  | **A** | **B** | **C** |
| **1** | Animal Type | Male Headed | Female Headed |
| **2** | Indigenous Cattle | 46.2 | 30.7 |
| **3** | Exotic / Cross Cattle | 8.2 | 4.7 |
| **4** | Goats | 67.3 | 60.9 |
| **5** | Sheep | 15.2 | 14.5 |
| **6** | Pigs | 30.8 | 30.3 |
| **7** | Local Chicken | 81.7 | 81.4 |
| **8** | Exotic Chicken | 2.4 | 2.5 |

Instructions:

1. Copy this work to sheet2 of your workbook. (01 mark)
2. Rename sheet1 = Orignal, sheet2 = Copied and sheet3 = Graph. (02 marks)
3. Add two columnar headings after column D for Total and Position. (01 mark)
4. Using a suitable formula, determine total which is a summation of Male Headed and Female Headed. Using the values obtained, rank each type. (04 marks)
5. Determine the highest and lowest number of **Female Headed** and record your value in cells C12 and C13 respectively. (02 marks)
6. Represent this information in a column graph showing the number of **Male Headed** livestock and poultry provided in the table above. Insert your graph as an object in sheet3 of your workbook. (03 marks)
7. Add a footer of your name and index number in sheet2. (02 marks)
8. Print a copy of only your work in sheet2 and sheet3. (01 mark)

**SECTION B: (60 MARKS)**

*Attempt only* **two** *questions from this section. All questions carry equal marks.*

1. Design a presentation for the Culture and Education department of a foreign embassy to enable them prepare a talk to sensitise parents in your community about education and culture. Save your work as **education2019**. (02 marks)

Slide 1: To contain a heading **EDUCATION AND CULTURE**. Add your name in the

sub title region of slide 1. (03 marks)

Slide 2: To include the levels of education in Uganda in a table form as shown below:

|  |  |
| --- | --- |
| Education level | Award / Nature of study |
| Kindergarten | Day car, baby, middle and top classes. |
| Primary | Primary 1 to 7. |
| Secondary | Senior 1 to 6. |
| Tertiary | Certificate, diploma. |
| University | Diploma, degree, masters, PhD. |

Slide 3: To include major challenges in the education system of Uganda. Make a list of

seven items well bulleted. (03 marks)

Slide 4: To include a numbered list of seven solutions to the education problems in

Uganda. (03 marks)

Slide 5: To include a conclusion slide to your presentation. (02 marks)

**Instructions:**

1. Using a master slide, make these changes:
2. Master title styles should be in stencil font style and size 40 points. (02 marks)
3. Master text style to be Arial Rounded and size 28 points. (01 mark)
4. Add uniform animation and transition. (01 mark)
5. Insert a relevant clip art in your work. (03 marks)
6. Link all your slides in the presentation. (02 marks)
7. Add speaker notes in slide 1 to hold the meaning of the word education to be:

*Education is the process of receiving or giving systematic instructions*.

(02 marks)

1. Make a printout having all the slides on one A4 paper. (02 marks)
2. Load a suitable database program of your choice and design the table provided below. Save your database as **Stock\_DB**. (02 marks)

|  |  |  |  |
| --- | --- | --- | --- |
| Stock\_ID | Stock\_Name | Quantity | Stock\_In |
| SSM-001 | Stockings | 2,000 | 12/05/2019 |
| SSM-020 | Necklaces | 500 | 1/1/2019 |
| SSM-014 | Box files | 10,000 | 20/7/2019 |
| SSM-065 | Crocks | 50,000 | 11/06/2019 |
| SSM-100 | Ruled paper | 5,600 | 20/05/2019 |
| SSM-089 | Mineral water | 23,000 | 11/11/2018 |
| SSM-200 | Food flask | 145 | 26/12/2018 |
| SSM-048 | Basins | 800 | 31/12/2018 |

**Instructions**

1. Design a table saved as **Stock\_table**. Remember to add appropriate data types and field properties where necessary. (06 marks)
2. Use an input mask for Stock\_ID field to provide the kind of input layout in the

table above. (02 marks)

1. Create a form you will use to populate the above table in your database. (03 marks)
2. Create **three** queries that will be used to return products that / whose:
3. Stock name is more than 6 (six) characters long. Save the query as longthan5. (03 marks)
4. Stock\_ID is between 020 and 200. Save the query as between. (03 marks)
5. Stock\_Out happens after every 40 days. Add a new field name Stock\_Out where this will be computed. (03 marks)
6. Prepare a report to indicate items whose Stock\_In happened in the year 2018. Save the report as year2018. (04 marks)
7. Print all the database objects used. (02 marks)
8. A small scale printing company has contacted you to design for them a simple three-page website that they will use to market their products. Save the project as **printingweb** and carry out the tasks below: (03 marks)

Page 1: To include a home or index page for the website. Add information that introduces a new customer to the historic information, aims and objectives, list of at – least four Directors, e.t.c. (05 marks)

Page 2: To contain a list of 10 products the company deals in. You may provide the details in a table. (05 marks)

Page 3: To contain a form that will enable a customer to book for a product. You are required to have a form that will capture: Name of Customer, Telephone Number, E-Mail address, Description of product needed, a list of payment options like cash on delivery, mobile money, payway, bank transpfer, et.c. and the submit / reset options. (07 marks)

Instructions:

1. Add a *feedback* link to the webmaster using the address [**printing@admin.go.ug**](mailto:printing@admin.go.ug)

where all concerns shall be sent. (04 marks)

1. Have an active links to different pages in your website. (03 marks)
2. Add a marquee to read: Printing for everyone just below the horizontal navigation section. (02 marks)
3. Print a copy of your work. (01 mark)

**END**