

840/2
COMPUTER
STUDIES
UCE Practice
Examination 2013
2 hours 15 minutes

GAYAZA HIGH SCHOOL INTERNAL EXAMINATIONS

Senior Four UCE Preparation Examination

COMPUTER STUDIES

Paper 2

2 hours 15 Minutes

INSTRUCTIONS TO CANDIDATES:

Don't write anything on this question paper. You will leave it here in the lab at the end of the exam.

This paper consists of two sections A and B.

Section A contains two compulsory questions. Section B contains three questions. Answer any two questions from section B.

On your desktop, you are required to create a new folder with a name, "***S4UCE_XXXXX-yyyy***" where XXX is your full INDEX Number and ***yyyy*** is your full name. All work will be stored in this directory.

You are to use the last 15 minutes to print all your work and write the folder containing all the work done in this examination to the compact disc provided.

Software help wizards must not be used.

SECTION A: (40 MARKS)

This section is compulsory.

1. a) Use a word processor of your choice to type the following invoice exactly as it is and save as, "Company Invoice.doc" (06 marks)

		INVOICE		Our Ref:
DATE: November 9, 2013				TIN
INVOICE #: 081013/02				
ELITE Systems Uganda Limited Plot 661 Ntinda		To: Gayaza High School P.O Box 7029		Pay Bill To: Crane Bank Limited ELITE Systems Uganda Limited Acc. No: 0147098016901

JOB	PAY MODE
	CHQ/EFT

ITEM	QTTY	UNIT COST	TOTAL COST
1. Desktop computer	4	1,200,000	4,800,000
2. CD Rom Disk Drive	100	1,000	100,000
3. Scanner	1	300,000	300,000
4. Digital Camera	1	800,000	800,000
		Sub Total	
		Tax 18%	
		Total	

Note: (All row heights are 0.4 inches)

- (i). **Table 1:** Columns widths are: 2inches, 0.5inches, 1.5inches, 0.5inches and 2inches. (02 marks)
- (ii). **Table 2:** Columns widths are: 3inches and 1.5inches. (02 marks)

- (iii). **Table 3:** Columns widths are: 3.5inches and 1inches for the other three columns. (02 marks)
- (iv). Insert a logo of your choice for the company invoice align it to the top left of the document. (02 marks)
- (v). Insert ELITE Systems Uganda as your company title in the header, right aligned. (02 mark)
- (vi). Add the following text as your footer "If you have any questions concerning this Invoice, contact our sales department". Center align it with italic style. " (02 mark)
- (vii). Add a water mark text "Elite Systems" horizontal. (02 marks)

b) The information below is driven from MUFTI Limited from some few selected staff. The staff include JACKIE, KENT, PAULINE, UNICE, XAVIER, LEONALD, SONNY, CHRISTINE, PHILIPER and INNOCENT. They earn the following amount as basic salary respectively: 660000, 760000, 870000, 580000, 600000, 610000, 630000, 640000, 650000 and 555000.

- (i) Enter the above information using Microsoft Excel. (02 marks)
- (ii) Lunch allowances for all employees is 22% of their basic pay. (01 marks)
- (iii) Housing allowances are 62% of lunch allowances. (02 marks)
- (iv) All employees are paid transport allowances of 59,000 (01 marks)
- (v) Compute the employees' gross pay. (02 marks)
- (vi) PAYE is 2.5% of basic salary above 650,000 and 1.8% below 650,000. (02 marks)
- (vii) Compute the employees' net pay. (02 marks)
- (viii) Plot a line graph of net pay against basic salary in worksheet 2. (04 marks)
- (ix) *Insert your full names and registration number to the left and right header section of the worksheet.* (02 marks).
- (x) *Print your worksheet and graph.* (01 marks)
- (xi) Save your work in your name and registration number in your folder. (01 marks)

SECTION B (60 MARKS)

Answer any two questions from this section

2. The table below shows details of employee designations for a Mawagali College.

Emp no.	Surname	Sex	Title	Department	Salary	D.o.b
	Aduwo	F	Deputy	Administration	620,000	17-06-36
	Holowo	F	Teacher	Business	510,000	06-08-77
	Wapakabulo	M	Teacher	Business	600,000	05-06-70
	Nakumusana	F	Secretary	Information	275,000	20-07-36
	Komakech	M	Teacher	Business	500,000	15-06-63
	Mutebi	M	Director	Administration	1,000,000	17-07-66
	Ndaula	M	Cashier	Administration	600,000	14-04-68
	Okello	M	Driver	Administration	265,000	16-05-63
	Aliyo	F	Secretary	Computing	275,000	20-08-70

	Nasuuna	F	Librarian	Information	310,000	07-11-74
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Note:

Emp No. Represents Employee Number, which should be automatically generated as a random auto number in the format of MC001; D.O.B Represents Date of Birth. Salary is in UGX.

- (i). You are required to design a suitable database to manage the above information, name the database EMPLOYEE DATABASE (01 mark)
- (ii). Create a table using Design view, and name it EMPLOYEE TABLE (03marks)
- (iii). Create a form called Employee Form and enter the above records (03marks)
- (iv). Create a new table EMPLOYEE LOAN PAYMENTS and enter the data below. (04 marks)

Emp no.	Payments
001	25000
003	15000
001	45000
004	40000
001	20000
002	150000
004	35000

- (v). Create a one-to-one relationship between the two tables. (03 marks)
- (vi). Create a query displaying all fields in the above table to filter out only employees from the department of information. Save it as INFORMATION DEPARTMENT (03 marks)
- (vii). Print the query and its output (01 marks)
- (viii). Create another query displaying all the fields of employees with salary less than 300,000. Name it "salary scale 300K" (03 marks)
- (ix). Print the query and its output. (01 marks)
- (x). The academic retirement age is 55 years. Calculate a query to filter out the employees whose ages are above 55 years. Name it "RETIREMENT AGE" (03 marks)
- (xi). Print the query and its output. (01 marks)
- (xii). Create a report using the Employee table and group the records by department and Name it "DEPARTMENTS REPORT" (03 marks)
- (xiii). Print the report and the query. (01 marks)

3. You have been awarded the contract of designing a site made up of four pages for JICO F.M., a school radio station. The station president gives you the following information to be included on the website.

Should be a homepage with a shared banner with the page name JICOHOME, title, "JICO F.M" and the station motto "Your life. Your music. Your Info"

A marquee with words "Welcome to JICO F.M Online" slightly after the page banner. (Hint: this should not be shared).

Provision for searches and active links to other pages of the site.

Message about the radio of about three sentences including

When the radio station was started (The date it first went on air)

Mission statement of the radio (to develop significant radio signals that will enhance development and social mobilization in Jinja College).

Why the station was established (suggest your own reason but ideal for this station.

Page two: Program Lineup

(06 marks)

Add a table and think of your own programs with the times at which they are on air. Eg News, sports, Music countdown, e.t.c

Page three: Photo Gallery

(06 marks)

Add about 8 well organized photos from the clip art collection to represent how this page will be used.

Page four: Contact us

(06 marks)

Add on this page in a bulleted format

Telephone Contact (Office)

Telephone contact (Studio Line)

Location of the radio station.

Postal Address of the station.

Feedback link which a visitor to the website can follow to send an email.

NB: Assign imaginary corresponding numbers and addresses to the above.

Insert your name in the right bottom corner on each webpage.

(02 marks)

4. The Health Prefect has appointed you as a health educator in your PIASCY group and you are required to give a talk on the topic, "ABSTINENCE" – as the best way of preventing HIV/AIDS" You are therefore required to:

Design 5 slides as follows:

Title Slide: Should have the Topic, Your Name and (an Automatic) Date of Talk.

(04 marks)

Slide 2: Introduction to the topic and Definition of 'Abstinence'

(04 marks)

Slide 3: Four principles that adolescents can use to stay abstinent.

(04 marks)

Slide 4: Consequences of Sexual Activity.

(04 marks)

Slide 5: Conclusion.

(04 marks)

Include Slide Numbers on all slides excluding the title slide.

(02 marks)

Save your presentation as Abstinence Talk.ppt

(02 marks)

Use uniform text entry animations and slide transitions.

(03 marks)

Print out a handout of 4 slides per page for pages 1-4 (exclude conclusion slide)

(03 marks)

END