

S850/2

Subsidiary Information &
Communication Technology

PRACTICAL PAPER

Paper 2

2 hours

**LANGO SECONDARY SCHOOLS MOCK EXAMINATIONS
ASSOCIATION (LASSMEA)**

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) answered will **not** be marked.*

*Each candidate is provided with a blank **Compact Disk Rewritable (CD-RW)** or a **flash disk**.*

*Candidates should continuously **save** their work.*

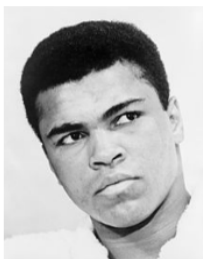
*Each candidate **must** produce a **hard copy** of their work to accompany the **Compact Disk** or **flash disk**.*

*Each candidate is provided with **Support Files**, which should be used where applicable.*

QUESTION ONE

In this activity, you are required to edit a document titled “The Life of Muhammed Ali”

- i) Using a suitable software, open the file **Ali.RTF**. [2]
- ii) Set the page size to A4. [1]
- iii) Set the page orientation to landscape. [1]
- iv) Set all margins to 1 inch. [1]
- v) Change the font size of all the text to 12. [1]
- vi) Place in the header your full name and index number, left aligned. [2]
- vii) Place in the footer today's date right aligned. [2]
- viii) Set the line spacing of whole document to 1.5. [1]
- ix) Create a blank line at the top of the document and insert the heading: [1]
MUHAMMED ALI – THE GREATEST
- x) Format the picture at the top of the page to tight, to make it appear as below. [2]



Muhammad Ali (born **Cassius Marcellus Clay Jr.**; January 17, 1942 – June 3, 2016) was an American Olympic and professional boxer, widely regarded as one of the most significant and celebrated sports figures of the 20th century. From early in his career, Ali was known as an inspiring, controversial and polarizing figure both inside and outside the ring.

Clay was born in Louisville, Kentucky, and began training when he was 12 years old. At 22, he won the world heavyweight championship from Sonny Liston in an upset in 1964. Shortly after that, Clay converted to Islam, changed his "slave" name to Ali, and gave a message of racial pride for African Americans and resistance to white domination during the 1960s Civil Rights Movement.

In 1966, two years after winning the heavyweight title, Ali further antagonized the white establishment by refusing to be conscripted into the U.S. military, citing his religious beliefs and opposition to American involvement in the Vietnam War. He was eventually arrested, found guilty of draft evasion charges and stripped of his boxing titles. He successfully appealed in the U.S. Supreme Court, which overturned his conviction in 1971. By that time, he had not fought for nearly four years—losing a period of peak performance as an athlete. Ali's actions as a conscientious objector to the war made him an icon for the larger counterculture generation.

- xi) Change the heading to font size 33. [1]
- xii) Insert a text watermark across the page using the text: **THE GREATEST** [1]
- xiii) Change the alignment of all the text to Justified. [1]
- xiv) Change the magnification of the document to 120%. [1]
- xv) Save your document as **Greatest.docx** [1]
- xvi) Print out your work. [1]

QUESTION TWO

You are going to create a short presentation using an appropriate presentation software.

1. Your teacher requested you to design a five slide presentation on the topic of networking which would be used for conducting a lesson in the Senior Five class. Save your presentation as Networking. [4]
2. **Slide 1** should have the introduction of the topic and the name of the presenter. [2]
3. **Slide 2** should have the advantages of networking computers. [2]
4. **Slide 3** should have the disadvantages of networking computers. [2]
5. **Slide 4** should have factors affecting communication speed on the network. [2]
6. **Slide 5** should have hardware and software requirements for networking. [2]
7. **Slide 6** should have pictures of networking hardware. Insert the file **networking.jpg** into this slide and resize it accordingly. [2]
8. Save the presentation as a PowerPoint show with the file name **Computer Networking**. [1]
9. Print all slides with six slides on one page. [1]
10. Apply appropriate slide transitions to your presentation. [2]
11. Print only the first 2 slides on a single page. [2]

QUESTION THREE

You are going to perform some clerical work for a company called **Pata Pata Shoes**.

All currency values should be in Uganda Shillings with UGX sign visible.

1. Using a suitable software package, load the file **Payroll.xlsx** [1]
2. Merge cells C1 to H1 and write the follow text: **PATA PATA SHOES LTD** [1]
3. Set the page orientation to landscape. [1]
4. Merge cells A23 to H23 and type in your name in upper case. [1]
5. Insert the follow information into their respective cells in the spreadsheet. [2]

Emp. No	Advances / Loans
W002	100,000
W006	100,000
W007	55,000
W010	85,000
W011	100,000
W012	97,000

6. Calculate the gross pay for each employee. [1]
Note: Basic pay + Allowances
7. Calculate the amount of tax paid by each employee. *Note: tax is 18% of gross income.*[1]
8. Using an appropriate formula, calculate the net pay for each employee. [1]
Note: Net pay = Gross pay less PAYE & Advances/loans [1]
9. Format all currency values to UGX instead of \$. [2]
10. Format all decimal points to 2 decimal places. [2]
11. Change the view mode page break view, ensuring that only your work area is captured. [1]
12. Using the Emp. No. and Gross pay only, generate a line graph using income levels of all employees. *Make sure your graph is located below the table.* [2]
13. Rename your worksheet as Payroll. [1]
14. Save your spreadsheet as **PATA PATA SHOES**. [1]
15. Print out your work. [1]

QUESTION FOUR

You are now going to prepare a database for a company that deals in general merchandise.

Using a suitable database software, create a database and save it as Oliver Trist Commercial. [2]

1. Create a customers table using the details given below. [2]

<i>Customer_ID</i>	<i>text</i>	<i>the unique number of the each customer</i>
<i>Postal_Address</i>	<i>text</i>	<i>the postal address of the customer</i>
<i>Town</i>	<i>text</i>	<i>the town of residence of the customer</i>
<i>Phone_no</i>	<i>number</i>	<i>the mobile phone number of the customer</i>

2. Create a transactions table using the details given below. [2]

<i>Transaction_ID</i>	<i>text</i>	<i>the unique transaction identifying code</i>
<i>Customer_ID</i>	<i>text</i>	<i>the unique number of the each customer</i>
<i>Transaction_Date</i>	<i>date/time</i>	<i>the date the transaction happened</i>
<i>Product</i>	<i>text</i>	<i>the name of product</i>
<i>Quantity</i>	<i>text</i>	<i>the number of items purchased</i>

3. Create 2 forms and use it to insert the records below in both customers table and products table. [2]

- i) Set the colour of the form to yellow. [1]
- ii) Add the form headers bearing the text “Customers table” and “Transactions table” respectively. [1]
- iii) Bold all the labels of the form. [1]

4. Use the form you have created above and enter the record below in their respective tables.

Customers table.

[2]

Customer_ID	Customer_Name	Postal_Address	Town	Phone
H001	Benson Nguli	309	Kitale	200878
H002	Henry Kiongo	65	Machakos	245350
H003	Nancy Kai	120	Eldoret	567049

Transactions table

[2]

Transaction_ID	Customer_ID	Transaction_Date	Product	Quantity
1001	H001	06/04/2007	Cooking oil	6
1002	H002	06/04/2007	Detergents	8
1003	H003	07/04/2007	Rice	10

Check your data for entry errors.

Save the data

5. Produce a report which contains the information like the shown below.

[2]

Customer_ID	Customer_ID	Customer_Name	Transaction_Date	Product	Quantity
H001	H001	Benson Nguli	06/04/2007	Cooking oil	6
H002	H002	Henry Kiongo	06/04/2007	Detergents	8
H003	H003	Nancy Kai	07/04/2007	Rice	10

6. Set the page orientation of the report to landscape.

[2]

7. Save and print 1 copy of this report.

[1]

QUESTION FIVE

In this question you are going to make twelve identical business cards in your names.

1. Using an appropriate software create a blank business card layout. [4]
2. Adjust the paper size to A4. [2]
3. Design a business card and include the following details. [2]
 - i) Insert the company name as “**RHINO SHOES LTD.**” [2]
 - ii) Insert **logo.PNG** and resize it & position it appropriately. [4]
 - iii) Use your **name** and **index number** as the owner of the card. [1]
 - iv) Telephone: **+256772002211** [1]
 - v) Address: **P.O. Box 2311 Lira** [1]
 - vi) Email: **yourname@gmail.com** [1]
 - vii) Print out a copy of the publication, ensuring that only 4 business cards appear on the printout. [2]