

840/2
COMPUTER STUDIES
(PRACTICAL)
Paper 2
Oct./Nov. 2023
2 ½ hours



UGANDA NATIONAL EXAMINATIONS BOARD
Uganda Certificate of Education

COMPUTER STUDIES
(PRACTICAL)

Paper 2

2 hours 30 minutes

INSTRUCTIONS TO CANDIDATES:

This paper consist of two sections; A and B.

Section A contains one compulsory question.

Section B contains three questions. Answer any two questions from this section.

Any additional question answered will not be marked.

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

Use a permanent marker to write your name, random and personal numbers on your CD.

Candidates should continuously save their work.

Each candidate must produce a hard copy for each of their work to accompany a soft copy on the Compact Disc (CD).

SECTION A (40 MARKS)

This section is compulsory.

1. (a) (i) Using an appropriate word processing software, type the document below as it is. Save it as your **name and personal number**. (07 marks)

When you hear the word reptile, what do you think of first? Lizard? Snake? Would you believe there are over 6,000 different species of reptiles? These species fall under six categories of reptiles: alligators, crocodiles, lizards, snakes, turtles, and the tuatara.

LIZARDS

Running, climbing, gliding and swimming through the air. Does this sound like some kind of sporting event? Actually, these are the different ways lizards move from place to place. Lizards with sturdy legs run across deserts or climb trees. Others with webbed toes swim in streams and rivers. Still others leap from tree to tree so it looks like they are flying. There is even a lizard without legs, called the glass snake, that slithers along the ground.

SNAKES

Slithering, sliding, twisting, turning. All of these describe the way a snake moves. Scales on the snake's skin help it move along the ground.

Did you know that snakes have a transparent scale that covers their eyes? It's kind of like the windshield on a car. Because of these clear scales, snakes don't have eyelids and they don't have to blink.

- (ii) Copy and paste the document onto another page. (01 mark)
- (iii) Insert an appropriate title for this document. Make it bold with font size 16. (03 marks)
- (iv) Centre and Underline all the section headings. (02 marks)
- (v) Format paragraphs **two** and **three** to two columns. (02 marks)
- (vi) Apply drop cap to any of the paragraphs. (02 marks)
- (vii) Insert your **name** as a header and **personal number** as a footer. (02 marks)
- (viii) Save and print your work. (01 mark)

- (b) The table below shows the hours worked by employees on a weekly basis. Use it to answer the questions that follow.

EMPLOYEES' HOURS WORKED IN FEBRUARY							
NAMES	Week 1	Week 2	Week 3	Week 4	Total (Hours)	Wages (dollars \$)	Comment
Sarah	27	17	13	20			
Phillip	30	25	21	19			
Frank	05	20	16	06			
Robert	15	22	22	17			
Desmond	20	12	19	18			
Mary	15	20	33	29			
Annah	19	17	11	30			
Kenneth	28	12	14	14			

- (i) Using a suitable spreadsheet program, enter the given data. (06 marks)

Use suitable formulas/functions in (ii) - (iv) to determine:

- (ii) The total hours worked for each employee. (02 marks)
- (iii) The wage earned by each employee in February at an hourly rate of \$3.50. (02 marks)
- (iv) A comment on each employee based on total hours worked as follows: (03 marks)

COMMENT	CONDITION
LAZY	if less than 70 hours
HARD WORKING	if 70 hours and above

- (v) Draw a bar graph showing the hours worked in each week by all the employees. Include a suitable chart title. (05 marks)
- (vi) Save your work as your **name** and **personal number**. (01 mark)
- (vii) Print all your work. (01 mark)

- (b) The table below shows the hours worked by employees on a weekly basis. Use it to answer the questions that follow.

EMPLOYEES' HOURS WORKED IN FEBRUARY							
NAMES	Week 1	Week 2	Week 3	Week 4	Total (Hours)	Wages (dollars \$)	Comment
Sarah	27	17	13	20			
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Mary	15	20	33	29			
Annah	19	17	11	30			
Kenneth	28	12	14	14			

- (i) Using a suitable spreadsheet program, enter the given data. (06 marks)

Use suitable formulas/functions in (ii) - (iv) to determine:

- (ii) The total hours worked for each employee. (02 marks)
- (iii) The wage earned by each employee in February at an hourly rate of \$3.50. (02 marks)
- (iv) A comment on each employee based on total hours worked as follows: (03 marks)

COMMENT	CONDITION
LAZY	if less than 70 hours
HARD WORKING	if 70 hours and above

- (v) Draw a bar graph showing the hours worked in each week by all the employees. Include a suitable chart title. (05 marks)
- (vi) Save your work as your **name** and **personal number**. (01 mark)
- (vii) Print all your work. (01 mark)

SECTION B (60 MARKS)

Answer any **two** questions from this section.

2. A club that offers first aid and emergency response to the local community has been formed.
- (a) Using an appropriate software, design a website for the club as follows:
- (i) **Home Page:** Goals and objectives of the club. Include links to other pages. (06 marks)
 - (ii) **Page two:** Organisational structure of the club showing the following positions: Patron, Chairperson, Treasurer, Secretary and Members. (06 marks)
 - (iii) **Page three:** Activities of the club and marquee of the club motto. (06 marks)
- (b) Include contacts of the club on any page. (03 marks)
- (c) Add appropriate graphics and a logo for the club. (04 marks)
- (d) Include the date when the website was designed and details of the author. (03 marks)
- (e) Save your work as your **name** and **personal number**. (01 mark)
- (f) Print your work. (01 mark)
3. The table below shows students presented to the disciplinary committee of Bright Stars S.S.

ID No.	NAMES	SEX	CLASS	DATE OF BIRTH	OFFENCE	RECOMMENDATION
D_1	IKULE	M	2W	2/20/2000	FIGHTNG	CLEANS
D_2	OCAMA	M	4P	3/3/2000	OUTING	CALL PARENT
D_3	OYELLA	F	3B	3/3/2008	OUTING	DISMISS
D_4	LWANGA	M	3G	2/4/2000	STEALING	DISMISS
D_5	LUGADAHA	M	2Y	3/4/2002	STEALING	APOLOGY
D_6	ASSIME	M	2Y	4/7/2000	OUTING	DISMISS

- (a) Use a database software to create a database. Save it as your **name** and **personal number**. (02 marks)
- (b) Create a table with appropriate data types. Name it **Discipline table**. (05 marks)
- (c) Enter the given data in the database. (05 marks)

- (d) Create a form that can be used to enter additional data. Name it **Discipline form**. (04 marks)
- (e) Create a query to select only those students whose **OFFENCE** is **OUTING**. Name it **Outing**. (04 marks)
- (f) Create a query showing only the fields; **ID_NO, NAME, CLASS, OFFENCE** and **RECOMMENDATION** of students whose class is **2Y**. Name it **CLASS 2Y**. (04 marks)
- (g) Create a report from the Discipline table. Name it **Discipline Report**. (04 marks)
- (h) Save and print all your work. (02 marks)
4. (a) You are to design a **four** slide presentation on Agriculture as follows:
- (i) **SLIDE I:** Should contain the title **Tea Growing in Bugambe** and your name as a subtitle. (04 marks)
- (i) **SLIDE II:** Should contain the economic and health benefits of tea. (04 marks)
- (ii) **SLIDE III:** Should contain the table below which shows the percentage export of tea. (06 marks)
- | Country | Tea exported |
|-----------|--------------|
| China | 48% |
| India | 39% |
| Sri Lanka | 13% |
- (iii) **SLIDE IV:** Should contain a **pie chart** to represent the percentage tea export. (06 marks)
- (b) Apply animation and transition effects in your presentation. (02 marks)
- (c) Insert any auto shapes on your slides. (02 marks)
- (d) Insert today's date as a **fixed date** on each slide. (02 marks)
- (e) Add a footer to show your name and personal number. (01 mark)
- (f) Save your presentation as your **name** and **personal number**. (01mark)
- (g) Print the slides as a handout. (02 marks)