

P840/2
Computer Studies
Practice Questions
2¹/₄ Hours

Instructions

This exercise has two sections **A** which has one question and **B** with three questions respectively. Question 1 in section A is **compulsory** to all candidates. Attempt any other **one** number on section B.

Section A

1. a) Using an appropriate word processing programme prepare the following extracted document from www.monitor.co.ug of January 20, 2008:

Thinnest Laptop computer unveiled

APPLE Computer boss, Steve Jobs last week unveiled the world's thinnest Computer Laptop, called the MacBook Air.

The computer, which is 0.76 inches(1.93cm) at its thickness point was unveiled at an event in san Francisco.

About the laptop, Mr jobs said "it's an amazing feat of engineering".

- it does not have a CD or DVD drive in order to save space .
- it was built to be wireless machine, he added.
- The MacBook air is the new 13.3" wide –screen. Ultra portable from apple.
- It's only 0.75" thick and weighs only 1.4 kg.
- It comes with an 80 GB hard disk or high end model that makes use of 64 GB solid state drive (SSD).
- Think of this like a 64 GB flash disk, so with no moving parts such a drive largely eliminates seek time, latency and other electronic-mechanical delays and failures associated with conventional hard drives.

This means boot time, file access and searches shall be in the order of seconds

This machine goes on sale in two weeks and costs from \$1,799 in the

Apple worked with chip maker Intel to produce a smaller version of its core 2 duo processor for the laptop.

US(£1,199 in the UK) and comes with either an 80 Gigabyte hard drive as standard or 64 Gigabyte solid state drive for an added \$999.

Source: the Sunday monitor January 20, 2008 BBC.

- a) (i) Copy the document you typed on page one and paste it on page 2. (02 marks)
- (ii) Number the pages. (01 mark)
- (iii) Centre , bold and underline the heading of the pasted document with 16 points, stencil (03 marks)
- (iii) Indent sentences 2 and 3 by 1.2 inches on either side, single space and italicize them. The rest of the document should be 1.5 spacing and justified. (02 marks)
- (ii) Include bullets on paragraph 3 so that the features are Clearly seen. (01 mark)
- (iii) Bold the range of sales as indicated in the text (01 mark)
- (iv) Provide a left align italicized font 8 footer called "Revolution of Computer Engineering" . (01 mark)
- (v) Provide your index and name in the right hand side of the footer. (01 mark)
- (vi) Save your document with your Registration number as its name (01 mark)

Section B (Attempt Any one Number)

2. The table below gives information on some students in a certain Secondary School about their Registration numbers, names, class, age, sex and names of houses where they reside.

REG. No.	NAMES	CLASS	AGE	SEX	HOUSE
001	Lule S	S.2	15	M	Bikunya
002	Kizza V	S.2	14	M	Lumumba
003	Omeda A	S.4	16	F	Red
004	Sempebwa S	S.3	16	M	Winyi
005	Kibuuka D	S.2	13	M	Bikunya
006	Amita J	S.1	12	F	Blue
007	Onen L	S.3	17	M	Keneddy
008	Semuli M	S.5	17	F	Yellow
009	Sendi J	S.1	11	M	Black
010	Kasanya D	S.4	15	M	Bikunya

REG.NO.	DATE OF BIRTH	CITY	VILLAGE	ADDRESS
001	4-june-1996	Masindi	Pakanyi	123 Toungue street
002	6-feb-1994	Kampala	Nateete	45 Kampala
003	24-april-1996	Hoima	Bujumbura	345 Kikuubo lane
004	16-may-1996	Kampala	Wandegaya	20 Kampala
005	30-aug-1998	Mbarara	Rwampala	23 Kabale Rd
006	06-mar-1996	Kabale	Bubaale	001 Kisoro Rd
007	20-sept-1994	Rukungiri	Nyakinoni	48 Kebissoni
008	14-july-1996	Kampala	Mulago	90 Kampala
009	28-feb-1992	Nakasongola	Mijeera	78 Nakasongola
010	5-oct-1996	Luwero	Buwama	54 Luweero

You are required to:

- (i) Create a table called *Register* with fields; reg no. names, class, age, sex, house having appropriate data types. **Note** (for sex use the look up wizard).
(10 marks)
- (ii) Create another table called *Details* with fields; Reg no., date of birth, city, village, address.
(10 marks)
- (iii) Create a query for *Bikunya* and *Winyi* save it as *Hardliners* with fields reg. no., names, class, age, sex, house, date of birth, address
(5 marks)
- (iv) Create a parameter query based on *house* that will display student information when the user types in a house.
(5 marks)
- (v) Use your query above to create a form and save it as *Form Two*.
(5 marks)
- (vi) Use the form above to find out how old each of the students is. (5 marks)
- (vii) Interrogate your table and get out those members born between February 1996 and September 1996 save it as *Young*. (10 marks)
- (viii) Create a report using table 1(Registration) and save it as *My Report*
(5 marks)
- (ix) The *database* should be saved as REGISTRATION EXCERSIZE.

3. Perfect Pizza factory manufactures pasta for distribution to restaurants in Nairobi. Assuming that you are now working for the factory and have given the following sales data:

	A	B	C	D	E	F	G	H	I
1	Restaurants	July	August	September	October	November	December	Total Products Sales	Average
2									
3	Nankos	34567	45671	89650	67222	56113	96282		
4	Burgees	100000	97600	82199	105999	140663	190654		

5.	Kenge	96543	97600	82199	10599 9	140663	190654		
6.	Tika	65000	97600	82199	10599 9	140663	190654		
7.	Appetos	10345 6	97645	82297	10599 9	140220	175000		
8.	Marries	76899	85400	96709	10132 4	140882	181230		
9.	Generals	98000	97600	82199	10599 9	140663	190654		
1 0	My café'	25000	19654	15222	8000	5602	200		
1 1	Shooters	86777	75432	84366	10599 9	55678	201345		
1 2									
1 3									
1 4	Total Monthly Sales								

- a) Enter the data shown above into a spreadsheet and save it as Exam 1. (10 marks)
- b) The sales for Appetos for October have been entered incorrectly, and should be 115669. Update the information in the spreadsheet. (01 marks)
- c) Move the row containing Tika's information to the beginning of the list above Nankos. (01 marks)
- d) Delete the blank row after Shooters. (01 marks)
- e) Format all numeric values to 2 decimal places and use comma separators. (02 marks)
- f) Use a formula in Column H2 to calculate the Total Sales (01 marks)
- g) Copy the formula down the column to calculate the Total Sales for all. (01 marks)
- h) Use a formula to calculate the Total Sales for the month of July (02 marks)
- i) Copy the formula across the row to calculate the totals for the other months. (01 marks)
- j) Using an appropriate function, calculate the Average Sales for each restaurant in Column 1. (03 marks)
- k) Format Columns H and I to currently with 2 decimal places. (01 marks)
- l) Given that the July sales were 10% above the sales for June in all restaurants.
 - (i) Enter the label "% increment in cell A 16 and a value 10 in cell B 16 (01 marks)
 - (ii) Insert a column before July and use absolute cell referencing to the sales for June; (01 marks)
 - (iii) Save the file as Exam 2. (02 marks)
- m) Using a formula on cells B17 and B18 respectively, determine
 - (i) The number of restaurants whose sales were above 6000 for the month of November; (2 marks)

- (ii) The maximum sales for the month of December. (2 marks)
- n) Create a line graph on a new sheet (monthly sales) using the file EXAM 2 in part (i) above and label the following: (8 marks)
- Chart title: Monthly Pasta Sales July – Dec 2005
 - Y- axis: Total Monthly Sales
 - X-axis: Month
 - Legend position: Right
 - Print EXAM 1, EXAM2 and the graph in landscape orientation. (6 marks)

4. There will be an “**Orange Uganda Expo**” at UMA Show grounds between the 15th and 18th November, 2012. As the Public Relations at ORANGE, the CEO has asked you to organize a team and suitable material which you will use to market your PRODUCTS at this Exhibition.

Using presentation software of your choice; design a 4-slide presentation which you will continuously run as you explain to guests who will visit your stall during the exhibition.

Presentation Guidelines:

Slide 1

- Use a **Blank** slide layout (01 Mark)
- A **title slide** outlining basic information about **Orange Uganda**.
- Use some or all of this information. (02 Marks)

Orange Uganda is one of the best mobile phone operator in Uganda. At orange you get the best deals. Like we say “Techology Changes with Orage”.

Our Contact:
020112500
P.O.Box 411, KAMPALA:
E-mail: nabanacollege@rocketmail.com

- Any Other additional but relevant information and slide designs will earn you marks (03 Marks)

Slide II

- Use an **Organizational Chart** slide layout (01 Mark)
- Use an appropriate **Slide Title** (01 Mark)
- Organize the information below in the most appropriate way on this slide. (04 Marks)

Highest in hierarchy is the **FOUNDER DIRECTOR** [Mrs. Nasimolo Grace], followed by the **CEO** [Mr. Kigongo Keith], followed by the **EXECUTIVE MANAGER** [Ms. Mutibwa Faith]

The **OPERATIONS MANAGER** [Mr. Opio Rosco], the **HUMAN RESOURCE** [Mr. Wangolobe Nobert] and the **PUBLIC RELATIONS** [Mrs. Tumwine Edith] all report directly to the EXECUTIVE DIRECTOR.

The **ACCOUNTANTS** who report to the **EXECUTIVE MANAGER**, **EMPLOYEES** and **SUPPORT STAFF** will report directly to the **HUMAN RESOURCE**.

Slide III

- Use a **Title and Table** slide layout (01 Mark)
- The title of this slide will be **The Orange Expo 2012**
- In the table on the slide, organize the following products that will be on sale.

(04 Marks)

Laptops	Acer Toshiber Satelite Hp Notebooks Dell Inspiron
Mobile Phones	Samsung GALAXY XPERIA Sense NOKIA ASHA IPHONE 4
Tablet Offers	SAMSUNG GALAXY Tab 7.7" APPLE IPAD 4

Slide IV

- Use a **Title and Chart** slide layout (01 Mark)
- The title of this slide will be **The Company Growth 2012-2012**
- The table below shows subscriber figures between 2008 and 2010. Use it to generate the chart that will appear on this slide.

(04 Marks)

Service	2008	2009	2010
SMS	20	33	52
Calls	10	15	75
Internet	18	24	60
MMS	5	10	11
Coverage	5	15	36

Formatting Guidelines:

- (a) Insert relevant clip art or other images appropriately. (01 Mark)
- (b) On your title slide, insert hyperlinks to each of the other **3** slides in the presentation (02 Marks)
- (c) Your slides must run automatically after 5 seconds (01 Mark)
- (d) Insert a **footer** of Your Name slide and Index No. on each of the slides (01 Mark)
- (e) Use a *cool background* colour or **Slide Design**. (01 Mark)
- (f) Apply a **Checkerboard down** slide transition. (01 Mark)
- (g) Custom Animation **Entrance- -> Faded Swivel** for every slide titles. (01 Marks)

END