

NAME: ..... INDEX NO: .....

SCHOOL: ..... CANDIDATE'S SIGNATURE: .....

DATE : .....

451/1

COMPUTER STUDIES

PAPER 2

(PRACTICAL)

JULY / AUGUST 2014

TIME: 2½ HOURS

## NANDI CENTRAL SUB-COUNTY JOINT EVALUATION 2014

*Kenya Certificate of Secondary Education (K.C.S.E.)*

COMPUTER STUDIES

PAPER 2

(PRACTICAL)

TIME: 2½ HRS.

### **INSTRUCTIONS TO CANDIDATES:**

- (a) Indicate your name and index number at the top right hand corner of each printout.
- (b) Write your name and index number on the CD/Removable storage medium provided.
- (c) Write the name and version of the software used for each question attempted in the answer sheet provided.
- (d) Answer all the questions
- (e) All questions carry equal marks.
- (f) Passwords **should not be used** while saving in the CD/Removable storage medium.
- (g) All answers must be saved in your CD/Removable storage medium.
- (h) Make a printout of the answers on the answer sheet.
- (i) Arrange your printouts and tie/staple them together.
- (j) Hand in all the printouts and the CD/Removable storage medium used.
- (k) **This paper consists of 5 printed pages.**
- (l) **Candidates should check the question paper to ascertain that all the pages are printed as indicated and that no questions are missing.**
- (m) **Candidates should answer the questions in English.**

*This paper consists of 4 printed pages.  
Candidates should check the question paper to ensure that all the  
Papers are printed as indicated and no questions are missing.*

1. **FutureTech Company Ltd** deals with sales of **three** types of electronic goods namely television sets, radio systems and DVD players. Below is a table showing details of April 2013 sales.

<b>FutureTech Company Ltd.</b> <b>Sales as per 30<sup>th</sup> April 2013</b>							
Category Code	Type	Item Description	Unit Price	Sold	Sub-Total	Tax	Net Amount
TV001	TV	21" LG TV	16000	8			
TV003	TV	38" Samsung TV	60000	2			
RD001	Radio	JVC 3CD Changer	21000	12			
DV001	Radio	Philips DVD Player	5500	6			
TV004	TV	14" JVC TV	11000	22			
DV002	Radio	LG DVD Player	6200	18			
TV005	TV	21" Sony TV	15800	14			
DV003	DVD	Sony DVD Player	4500	20			
RD002	Radio	Panasonic Radio	3200	30			
RD003	Radio	Samsung Radio Player	4700	8			
TV007	TV	14" ZEC TV	8200	4			
DV001	Radio	Panasonic DVD Player	6500	16			
<b>Tax Rates</b>			TV	<b>15%</b>			
			DVD	<b>12%</b>			
			Radio	<b>8%</b>			

Required:

- Enter the data in a worksheet and save it as **CD-R: \FutureTec.** (16 marks)
- Format the worksheet as follows:
  - Center the Title across columns. (2 marks)
  - The text should be Arial, 18 points, bold and centered within a box. (2 marks)
  - Column Headings to be wrapped within the cells and centered horizontally and vertically. (2 marks)
  - The Unit Price to be in two decimals and currency prefix Ksh. (4 marks)
- Use appropriate cell references to calculate:
  - The Subtotal, rounded to two decimals places. (2 marks)
  - The TAX is based on the type of the item. Use the rates given in the table above to calculate tax payable on each item sold. (2 marks)
  - The Net Amount, which is the subtotal less tax. (2 marks)
- Sort the worksheet in ascending order according to category. (2 marks)
- Calculate the **subtotals** and **grand total** for **the three** types of electronic goods. (6 marks)
- On a separate sheet, create a bar graph that compares sales for the three types of electronic goods. Label it appropriately. (6 marks)
- Print the worksheet showing all formulae used instead of values and the graph. (4 marks)

**HIGH SEASONS** is a holiday resort firm. It has several branches all over the world. In order to keep track of its employees, a database to organize employee information is required.

(a) Create a database file and save it as **SEASONS** in the removable storage provided. (2 marks)

(b) (i) Create a table containing the following fields: (4 marks)

Field Name	Field Type
EmployeeNo.	AutoNumber
Date of Birth	Date/Time
Grade	Text

(ii) Make the field Employee No. the primary key and save the table as **EMPLOYEES**. (3 marks)

(c) (i) Create a form based on the **EMPLOYEES** table and save it as **EMPLOYEESFORM**. (4 marks)

(ii) Use the form to enter the records below: (6 marks)

EmployeeNo.	Date_of_Birth	Grade
1	5/15/1960	G
2	4/28/1978	H
3	10/30/1972	R
4	12/5/1975	H
5	2/28/1974	G
6	1/3/1970	G
7	11/24/1956	H
8	3/10/1984	G
9	4/4/1956	S
10	8/11/1964	R

(d) Modify the **EMPLOYEES** table by adding two new fields: (2 marks)

Field Name	Field Type
Salary(Shs)	Currency
Address	Text

(e) (i) Create another table containing the following fields: (2 marks)

Field Name	Field Type
HouseID	AutoNumber
Number of Rooms	Number
Location	Text
Rent	Currency

- (ii) Make the field HouseID the primary key and save the table as HOUSES.( 2 marks)
- (f) Create a relationship that enforces referential integrity. (4 marks)
- (g) (i) Create a query and save it as EMPLOYEESQUERY based on the EMPLOYEES table that would display all the employee's in Grade H, R and their salaries. (4 marks)
- (ii) Sort the records in the EMPLOYEESQUERY in alphabetical of Grade field. (3 marks)
- (h) (i) Create a columnar report with portrait orientation from the EMPLOYEESQUERY. Save the report as EMPLOYEESREPORT. (4 marks)
- (ii) Enter a function to compute the salaries grand total displayed in the report. (3 marks)
- (iii) Insert a header EMPLOYEES IN GRADE H AND R in the report having font size 20pts to the left of the page. (2 marks)
- (i) Print the EMPLOYEES Table, HOUSES Table, EMPLOYEESFORM, EMPLOYEESQUERY and EMPLOYEESREPORT. (5 marks)

**ANSWERS:**

Order a copy of answers from [www.schoolsnetkenya.com/order-e-copy](http://www.schoolsnetkenya.com/order-e-copy)

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