

451/2
COMPUTER STUDIES
PAPER 2
(PRACTICAL)
JULY/ AUGUST 2018
TIME: 2½ HOURS

GATUNDU SOUTH ASSESSMENT EXAMINATION 2018

Kenya Certificate of Secondary Education
COMPUTER STUDIES
PAPER 2
(PRACTICAL)
TIME: 2½ HOURS

INSTRUCTIONS TO CANDIDATES.

- *Type your **name** and **index** number at the top right hand corner of each printout*
- *Sign and write the date of the examination below the name and index number on each printout*
- *Write your name and index number on the compact disks*
- *Write the name and version of the software used for each question attempted in the answer sheet.*
- *Passwords **should not** be used while saving in the compact disks.*
- *Answer all the **questions***
- *All questions carry equal marks*
- *All answers **must** be saved in your compact disks*
- *Make a printout of the answers on the answer sheets provided.*
- *Hand in **all** the printouts and the compact disks.*

Question one

A school keeps its students details in a computer database. The information below contains details obtained from two tables of database. Study the tables and answer the following questions.

DETAILS

NAMES	KCPE MARKS	ADMNO	Year Of KCPE	DORMITORY
Tom Jose	250	2030	2011	Ruvuma
Okoth Rao	356	2031	2012	Zaire
Ken Otieno	412	2032	2012	Tana
Dan Muoso	205	2033	2011	Ruvuma
Adan Hassan	400	2034	2010	Zaire
Ahmed Kubasu	185	2035	2011	Tana
Mutai Jemo	289	2036	2012	Ruvuma
Mutua Sarafi	300	2037	2012	Zaire
Muesh Linda	426	2038	2011	Tana
Viena Oscar	405	2039	2010	Zaire
Violet Kadija	336	2040	2012	Tana

PERFORMANCE

ADMNO	ENGLISH	MATHS	KISWAHILI	COMPUTER
2030	59	48	56	83
2031	56	36	48	76
2032	29	25	59	80
2033	88	79	65	67
2034	70	29	62	91
2035	39	46	24	68
2036	82	78	18	84
2037	54	75	19	46
2038	69	54	46	87
2039	53	96	75	24
2040	74	20	49	50

- Create a new database called STUDENTS. (2marks)
- Design two tables: DETAILS and PERFORMANCE with the following **properties** in their fields:
Validate the ADMNO entry to exactly four characters, three characters for KCPE MARKS and DORMITORY names each to start with capital letter. (4marks)
- Using appropriate **primary and foreign keys** create a relationship between the two tables and enforce referential integrity. (4 marks)
- Create and use forms to enter data into tables. (12 marks)
- Create a query that would extract students whose name starts with letter "A" and save it as "Names" (4marks)
- Create a query that would display *ADMNO, NAME, ENGLISH, MATHS, KISWAHILI and COMPUTER* and calculate the totals of the four subjects, sort the totals in descending order. Save it as "**MARKS**" (4marks)
- Create a query that would display **only** those students who sat their KCPE in **2012** and reside in **Tana dormitory**, save the query as "**Tanas**" (3marks)
- Using the performance table, compute the *average* for **ENGLISH** field, *standard deviation* for **MATHS** field and *Variance* for **KISWAHILI** field to be displayed on the same table. (3marks)
- Create a form to display all fields of details table with the following: (7marks)

- Layout:-tabular
 - Style:-opulent
 - Title:-**Dform**
 - Add two *form controls* to “print” and “close” the form.
- j) Create a report with the title “**Excellent**” using the query “**MARKS**” above. (2marks)
- k) Print:
- i) **Dform** in portrait while the query “**MARKS**” in landscape (2marks)
 - ii) Performance table (2marks)
 - iii) Report excellent (1mark)

Question 2

Design a publication to appear exactly as shown in the next page using the following instructions.

(20marks)

- a) (i) Launch the DPT package and set measurements to centimeters and the margins 2cm all round
(ii) Paper size A4 portrait.
- b) Save your work as “**Modern computers**” (2marks)
- c) The heading “*Introduction to computers The Basics*” to have the following styles. (5marks)
- Centered across the page
 - Font face
 - Font size: 18
 - Background Texture: Granite
 - Format the drop cap in the first line as it appears
- d) The heading “Hardware” in the publication to have the styles. (5marks)
- Font face: Arial Narrow
 - Font size: 16
 - Text weight: Bold
 - Character spacing: 180%
 - Alignment: Centered
- e) The text under the heading “Hardware” to be in two columns and having the following styles. (3marks)
- Font size: 12
 - **Dashed outline** on the first column
 - First character of the **first column** to be dropped by 4 **lines** as shown.
- f) Insert the banner bearing the text **auxiliary** as it appears. (3marks)
- g) - Enter the text below the banner in three columns as shown (4marks)
- Insert lines between the three columns (3marks)
 - Type and format the text below the three columns exactly as it appears (3marks)
- h) Print the publication. (2marks)

Introduction to Computers The Basics



any people believe that knowing how to use a computer, is one of the basic skills needed to succeed in the workplace. In order to use the computer it is necessary to understand how the computer works.

Hardware

Computer hardware is made up of the equipment used to make up your computer unit.

These parts include your monitor, central processing unit (CPU), keyboard, mouse, printer, and modem.

The computer is an electronic machine that performs the following four general operations:

- Input
- Storage
- Processing
- Output.

Input

The input hardware allows you to enter data into the computer. The primary devices used are the keyboard and mouse.

Processing

The central processing unit or (CPU) is the "brain" of your computer. It contains the electronic circuits that cause the computer to follow instructions from ROM (read only memory) or from a program in RAM (random access memory).

Output

Output devices such as a monitor or printer make information you input available for you to view or use.

Storage

Auxiliary storage devices, also called secondary storage devices, are used to store instructions and data when they are not being used in mem-



Floppy Disks - A floppy disk is a circular piece of oxide-coated plastic

<p>To read data stored on one floppy disk or to store data on a floppy disk, you insert the floppy disk in a disk drive. If</p>	<p>the disk is unused, you must format or initialize it before your computer will allow you to store data on it. Formatting organizes the tracks around the disk</p>	<p>into pie like slices called sectors which make it possible for your computer to save and retrieve information. The density of the bits on the track and</p>
--	--	--

Floppy disks are identified as being double density or high density

MARKING SCHEME

GATUNDU SUB-COUNTY ASSESSMENT TESTS

Kenya Certificate of Secondary Education

COMPUTER

PAPER 2

(PRACTICAL)

TIME: 2½ HOURS

Question one

- a) Creating database named students 2mks
With any other name 1mk
- b) - Primary key validation @ 1mk
- KCPE validation @ 1mk
- Dormitory names validation @ 2mks
- c) - Appropriate primary keys-ADMNO @ 1mk per table= 2mks
- Correct creation of relationship ADM NO - ADM NO @ 1mk
- Enforcing referential integrity @ 1mk
- d) - Creating forms @ 2mks=4mks
- Complete entry of data @ 4mks per table×2=8mks
- e) - Query creation 1mk
- Criteria @ 2mks
- Correct name @ 1mk
- f) - Entry of all required fields @ 1mk
- Total calculations @ 1mk
- Sorting @ 1mk
- Correct naming @ 1mk
- g) Criteria @ 1mk×2=2mks
Correct query name @ 1mk
- h) - Average @ 1mk
- Standard deviation @ 1mk
- Variance @ 1mk
- (i) Creating form
Layout @ 1mk
Styles @ 1mk
Title @ 1mk
Print control @ 1mk
Close control @ 2mks
- (j) Report tittle @ 1mk
Appropriate query @ 1mk
- (k) **Printing**
- (i) Dform in portrate @ 1mk
Marks querye in landscape @ 1mk
- (ii) Performance table
Use correct orientation @ 2mks
- (iii) Report @ 1mk

Question 2

- a) Correct software @ 2mks
Measurements to centimeters @ 2mks
Setting correct margins @ 2mks
Setting A4 portrait paper @ 2mks
All round borders as it appears @ 1mk
Dotted background @ 1mk
Inserting computer images in correct size and positions @ 2mks

Typing

- First paragraph “many people...” @ 1mk
 - Section “computer hardware...” column @ 1mk
 - Use of bullets @ 1mk
 - Typing second column @2mks
 - Use of underline and italics @ 1mk
 - Typing and rotating “floppy disk...” @ 2mks
- b) Saving with correct name @2mks
 With any other name @ 1mk
- c) Formatting heading and drop capping 1mk per style×5=5mks
- d) Heading “Hardware” formatting @ 1mk per format×5=5mks
- e) Text under “Hardware” formatting @ 1mk per format×3=3mks
- f) Correct banner 2mks
 Correct text formatting @ 1mk
- g) - Entering the text 2mks
 - 3 columns 1mk
 - Drop cap 1mk
 - Inserting lines between @3mks
 - Typing the text below as it appears @3mks
- h) Printing @ 2mks

<http://atikaschool.org>
sales@manyamfranchise.com [0728 450 425]