**COMPUTER STUDIES PAPER 2 MARKING SCHEME**

 **SAMIA JOINT 2021**

**NAME………………………………………………..………………………………….…………………..**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **QN** |  | **Section/Activity** | **Marks**  | **Awarded** |
|  | a)  | i) Creating workbook MOBILISREPS* Naming Worksheet 1 As Sales
* 7rcds@1;Merge2;bld2;Twrap2;Valign2;borders2

ii) Input validation, with correct parameters  | 21 17 3  |  |
| b) | Using correct formulae to:1. Total Sales for each sales rep
2. Total Sales for each product
 | 2 or 12 or 1 |  |
| c) | Inserting Bonus Points column * Using appropriate function or formulae to

Calculate/compute bonus | 1 4  |  |
| d) | Inserting column Awards* Use of IF function to display remarks
 | 1 4  |  |
| e) | Formatting worksheet* Double underline
* Font type – Algerian
* Font size – 26 pts
 | 211 1  |  |
| f) | Rotating headings: All Product Type heading labels (Sales Rep., Faiba, Gateway, Vodafone, SAF, Total Sales). | 1  |  |
| g) | Inserting data range* Chart title
* X axis title
* Y axes title
* Legend
* Data labels (Minimum & maximum ranges)
* Renaming worksheet 2 as CHART
* Correct chart type
 | 2 1/2 1 /21/2 1 /21 11 |  |
| h) | Printing worksheets:* Sales
* CHART
 | 1 1  |  |
|  | **TOTAL MARKS** | 50 MARKS |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **2.** |  **ACTIVITY** | **MKS** | **AWARDED** |
| a) | Creating database named SEASONS | 2 |  |
| b)  | (i) Creation of Table: EMPLOYEES | 3 |  |
|  | (ii) Primary key: EmployeeNo. | 2 |  |
| c) | (i) Form: EMPLOYEESFORM | 4 |  |
|  | (ii) Records entry to the Form | 5 |  |
| d) | Table modification with two fields added | 2 |  |
|  |  |  |  |
| e) | (i) Table: HOUSES with correct fields | 2 |  |
|  | (ii) Primary key: HouseID | 2 |  |
| f) | Relationship enforces referential Integrity | 6 |  |
|  |  |  |  |
| g) | (i) Query: EMPLOYEESQUERY with grade H & R with date of birth |  |  |
|  | * QryName 1; criteria 2; fields 1
 | 4 |  |
|  | (ii) Sort Records: EMPLOYEESQUERY in asceding order of Grade | 2 |  |
| h) | (i) Columnar Report Portrait: EMPLOYEESREPORT | 4 |  |
|  | (ii) Correct Function: for salaries grand total in the Report: txtbox1;label1;function1;fieldname1;footer1; | 5 |  |
|  | (iii) Correct Header: EMPLOYEES IN GRADE H AND R in the Report; size; location; | 3 |  |
| i) | Print : Employees table | 1 |  |
|  |  Emmployees form  | 1 |  |
|  |  EMPLOYEESQUERY | 1 |  |
|  |  EMPLOYEESREPORT | 1 |  |
|  |  **Total marks** | **50** |  |