

S850/3
Sub ICT
Practical paper
2017
2 hrs

RESOURCEFUL EXAMINATION
Uganda Advanced Certificate of Education
Senior six, 2017
Sub - ICT
Practical Paper
Time: 3 hrs

INSTRUCTIONS:

- a) *This paper is made up of five questions.*
- b) *Attempt three questions in this paper.*
- c) *Open a folder saved as **RESOURCESUPPORT_3** where you will find all the support files that you would need.*
- d) *Use of templates and inbuilt designs will not be allowed.*
- e) *Save all your work on the compact disk provided.*

1. Load a file saved as **PANDD.DOCX** and carry out the following tasks.

- a) Copy the work to page 3 of your document. (01 mark)
- b) Change page size to A4. (01 mark)
- c) Insert a watermark in page 2 to read: **THIS PAGE IS BLANK.** (01 mark)
- d) In page 3, add a heading: **PESTS AND DISEASES.** (01 mark)
- e) Your heading should have a double underline. (01 mark)
- f) Underline the word *insects* everywhere it appears in the first paragraph. (01 mark)
- g) Add a paragraph boarder around paragraph one. (01 mark)
- h) Apply a yellow background in your work in paragraph one. (01 mark)
- i) Convert your work in paragraph 2 in two columns. (01 mark)
- j) Change font face for the work in paragraph three to Bookman Old Style.(01 mark)
- k) Add a double strike through on the third line in the last paragraph. (01 mark)

- h) Add up all the grades for each subject and obtain total aggregates for each student. (02 marks)
- i) Using a function of your choice, assign a division for each student given that:

Division	Condition
1	Aggregate less than or equal to 12, less than or equal to 6 in English and less than 9 in Mathematics.
2	Aggregate less than or equal to 24, English and less than 9.
3	Aggregate less than or equal to 32.
4	Aggregate less than or equal to 34.
9	Aggregate equal to 36.

- j) Add an all boarder style around your work. (01 mark)
- k) Insert a footer of your name in sheet2. (01 mark)
- l) Save the work as **completedresults**. (01 mark)
- m) Print the work in sheet COMPUTED only. (01 mark)

- n. Create a database called registration using an application program of your choice. (02 marks)

Table 1: Basic Information

RegNo	Name	Sex	Date of Birth	Religion	Hobby	StudentID
Reg001	Kato Paul	M	1999, Oct - 21	Angalican	Football	U0452
Reg002	Naiga Sandra	F	1998, Nov - 10	Catholic	Handball	U1110
Reg003	Namulindwa Ann	F	1996, Jan - 31	Orthodox	Swimming	U3265
Reg004	Sabano Miria	F	1999, Apr - 15	Catholic	Handball	U3256
Reg005	Kutesa Fredrick	M	1990, Mar - 10	Catholic	Football	U7895
Reg006	Mulongo Steven	M	1999, Nov - 16	Angalican	Football	U3698
Reg007	Kansiime Ann	F	2000, Jan - 30	Angalican	Handball	U2254
Reg008	Zziwa Pretty	M	1998, Feb - 22	Orthodox	Football	U3625

Table 2: Other information

Telephone Number	StudentID	Amount Paid
772-350408	U3625	120,000
777-365981	U2254	110,000
792-000562	U3698	100,000
0781-988563	U0452	230,000
0779-362574	U3256	160,000
0809-336523	U7895	154,000
0200-366698	U1110	80,000
0772-669985	U3265	90,000

Instructions:

- a) Design **two** tables and save each using the given table name. (06 marks)
 - b) Create a **one - to - many** table relationship. (02 marks)
 - c) Design a **form** to contain all fields from all the tables you will use to populate the tables. Save the form as **data_entry_form**. (02 marks)
 - d) Using all the fields in the two tables, create two queries to return the following:
 - i. Students whose telephone number begins with 077 and religion is either catholic or orthodox whose hobby is football. Save the query as **students**. (03 marks)
 - ii. Students who still have a balance provided that registration fee is 110,000 . Save the query as **regbalance**. (03 marks)
 - e) Create a report to display the data in the two tables. Ensure that your work is grouped by hobby in ascending order. Save the report as **all**. (02 marks)
4. Open a file saved as **CAREERS.PPTX** and carry out the following instruction:
- a) Using a master slide, make the following changes:
 - i. Master title style is Verdana, font size 35 and colour Red, animation style upon entrance is *checkerboard*. (04 marks)
 - ii. Master text style is Arial Rounded MT Bold, size 26, colour is purple and animation style upon entrance is *fly-in*. (02 marks)
 - iii. Change the bullet format for second level to hollow round bullets and font colour is green. (02 marks)
 - b) Adjust the presentation to run automatically slowly after 10 seconds. (02 marks)
 - c) Add vertical random bars for your slide transition scheme. (01 mark)
 - d) Using the data in slide 4, create a clustered column graph to represent the work. (04 marks)
 - e) Adjust the year 2000 to appear as a line graph. (01 mark)
 - f) Insert data labels for only column graph. (01 mark)
 - g) Using a notes master layout, insert a header of your name. (01 mark)

- h) Save your work as **careersedited**. (01 mark)
- h) Print your work as a hand-out. (01 mark)
5. Open a file saved as **IDENTITY.PUB** and design identity cards as shown in the sample **IDENTITYCARD.JPEG** provided in the support folder.
- a) Add both horizontal and vertical guides in the publication page. (01 mark)
- b) Draw three text boxes that should have the following dimensions: (01 mark)
- c) First and second text box to have width 6cm and height 8 cm. (01 mark)
- d) The third text box should have width 5 cm and 8 cm height. (01 mark)
- e) Set your identity card to appear as in the figure saved as **identitycard.jpeg**. (08 marks)
- f) Convert font size to 10 points for all the text. (01 mark)
- g) Adjust font face / name to Times New Romans. (01 mark)
- h) Make three copies of the identity card on this page. (02 marks)
- i) Insert a clip art in the box meant for a photograph. (01 mark)
- j) Separate the top, middle and last identity card by a 1.2 cm distance. (01 mark)
- k) Add a header of your name. (01 mark)
- l) Print one copy of your work. (01 mark)

END