

S850/3

Subsidiary ICT

(PRACTICAL)

Jul/Aug 2017

2 hours

RESOURCEFUL MOCK 2017

Uganda Advanced Certificate of Education

SUBSIDIARY ICT

(PRACTICAL)

Paper 3

2hours

INSTRUCTIONS TO CANDIDATES:

*This paper is made up of **five** equally weighted questions.*

*Answer any **three** questions.*

*Any additional question(s) answered will **not** be marked.*

*Each candidate is provided with support files in the folder **MEC 2017 ICT SUPPORT FILES** on the computer Desktop. Use the support files where applicable to supplement the questions.*

*Each candidate is to use **a new blank Compact Disc (CD)** to save his/her work.*

*Candidates should continuously **save** their work*

*Each candidate **must** produce **a hard copy** for each of their work to accompany the **Compact Disc (CD)**.*

1. Load the file **Pricelist.docx** using word processing application.

(a) Format the name of the business with font type “Aparajita”, font size 15 and font colour “Green”.

(03marks)

(b) Change the name of the business to upper case.

(01mark)

(c) Center align business name, address and all contacts.

(01mark)

(d) Format selected books in stock in three (3) columns such that Code, Book title and price are in the same row.

(02marks)

(e) Tabulate the entire document with All Boarders.

(02marks)

(f) Insert a text box below the email address and in it type “PRICELIST 2017” and also centrealign the text box.

(03marks)

(g) Insert page boarder of your choice to the document.

(01mark)

(h) Type the word “Note” below the table and on it insert a foot note “Hurry while stock lasts”.

(02marks)

(i) Mail merge the document to the following address.

(04marks)

Name	Address	Telephone
Wakawaka Secondary School	P.O.Box 106 Mukono	0772223242
Breeze College School	P.O.Box 91 Isingiro	0706978675
Hosanna Webale Secondary School	P.O.Box 15 Namayingo	0712433221

(j) Save and print all the merged documents.

(01marks)

2. Open the file **Bend Down Boutique.xls** using spreadsheets application of your choice.

(a) Use functions to calculate;

(i) Total daily sales.

(01mark)

(ii) Total weekly sales.

(01mark)

(iii) Determine the weekly average sales.

(02marks)

(b) Determine;

(i) The highest sales on Monday.

(01mark)

(ii) Lowest sales on Thursday.

(01mark)

(c) (i) Insert a column after weekly total and name it “Weeks’ Analysis”.

(02marks)

(ii) Using weekly totals, Rank the weeks’ performance in week Analysis column.

(03marks)

(d) (i) Draw a Bar graph to analyse values for week 4. Save it in sheet two and name the sheet

“Bar graph”. (04marks)

(ii) Present your work graphically in a 3D (3 Dimensional) pie-chart to analyse the Performance of the four (4) Saturdays of the month. Save it in sheet three and name the Sheet **pie-chart**. (04marks)

(e) Save and print all your work. (01mark)

3. Load the data base **Davima Transporters**.

(a) Assign a primary key to the appropriate field. (01mark)

(b) Create a query to return all **Volvo buses** taking **Kampala** route, driven by **Esemu**. Save the Query as **Serere Bus**. (03marks)

(c) Create a query to return all “Isuzu buses” acquired before 14th/ 11/2016 with transport fare of Shs.20,000. Name the query **Exodus**. (03marks)

(d) Create a query to return all buses that take Kampala route. Name it “Kampala Buses”. (02marks)

(e) Create a query with all fields and a new field with a field title **NEW FARE**. Given that the fare was increased by 25%, determine the new fare. Name the query “New fare”. (04marks)

(f) Generate a report with the following fields; Reg.No, Bus name, Model, route, Driver and New fare. Name it “Management Report 2017”. (04marks)

(g) Provide the title “Management 2017” to the report. (01mark)

(h) Include your personal number as a footer to your report. (01mark)

4. You are the president of climatic change club of your school and you have been selected to make a presentation on climatic change during the district climatic change awareness celebration.

Use a presentation application to perform the following tasks;

(a) Prepare a six slide presentation with the details below; (12marks)

(i) Slide 1; to have a topic.

(ii) Slide 2; Definition of climatic change.

(iii) Slide 3; Causes of climatic change.

(iv) Slide 4; Effects of climatic change.

(v) Slide 5; Ways of conserving the environment.

(vi) Slide 6; Conclusion.

- (b) Import the picture “Earth movers” to slide 3. *(01mark)*
- (c) Include your name and title to slide 1 as the presenter. *(01mark)*
- (d) Format you presentation with an appropriate background. *(01mark)*
- (e) Use action buttons to link all slides. *(02marks)*
- (f) Insert slide numbers to all the slides. *(01mark)*
- (g) Save the presentation in your name and print all your slides on hand out mode. *(01mark)*

5. In KABI Secondary School, Every student is entitled to one plate of food during meals time. The challenge is that some students eat more than one plate which they refer to as “Second chance”.

The food master has contracted you to design **a meal card**.

- (a) Use a publication program of your choice in an A4 paper, Design a meal card for KABI Secondary School with four copies of the meal cards on the same publication page. Take in to consideration the following; Name of the school, school contact, class, name of publication, a provision for name of the holder, month. *(04marks)*
- (b) Days in the month run from the 1st to 30th. *(01mark)*
- (c) Organise the Days in three columns. *(01mark)*
- (d) Insert the sentence “Invalid without school stamp” at the bottom of the publication. *(01mark)*
- (e) Insert an attractive Boarder Art to your publication. *(02marks)*
- (f) Format the school name with font style “Tempus sans ITC”, Font size 16 and font colour “Red”. *(03marks)*
- (g) Insert an appropriate Logo to the publication. *(02marks)*
- (h) Insert a header of your personal number to the publication. *(01mark)*
- (i) Save the publication in your name and make a print out. *(01mark)*

END