MERU CENTRAL CLUSTER EXAMS

END OF TERM TWO – 2020

451/2 COMPUTER STUDIES

Paper 2 (PRACTICAL)

2 ½ hours

November 2020

FORM FOUR

INSTRUCTIONS TO CANDIDATES

a) Indicate your name and index number at the 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) Marked printout of the answers on the sheet
h) Arrange your printouts and staple them together
i) Hand in all the printouts and the CD/removable storage medium used
j) All the work should be saved at the desktop of your computer in a folder named with our name and index number. All the work in your folder should be burned to the CD/WR provided

1. The following table contains details of Baharini Girls school   (50MARKS)

ADM NO	Stud name	DOB	KCPE MARKS	RECEIPT NO	Fees Paid(kshs)	Fees Bal(kshs)	House No	House Name	House Capacity
1001	Alice K	7/4/1999	380	101	20000	5000	H20	simba	200
1050	Lilly O	2/3/2002	350	894	18000	7000	S08	chui	150
1202	Mary	8/10/2000	400	500	23000	2000	P30	Kifaru	180
1025	Juliet	4/4/2000	358	258	25000	0	H20	Simba	200
1200	Joan	5/1/2001	398	259	15000	10000	S08	chui	150
1278	Milly	3/4/1998	402	200	15000	10000	H20	simba	200
1201	Linet	2/7/1998	356	205	20000	5000	P30	kifaru	180
1203	Lisper	9/5/2001	403	209	25000	0	S08	chui	150

   REQUIRED
a) Create a database file that can be used to store the above data. Name the file Baharini school database.   (2mks)
b) Create Three tables, one for **student details**, **Accounts table** and **dormitory table**   (11 mks)
c) Create a relationship between the three tables   (3mks)
d) Using appropriate forms, Enter the information given into the three tables   (15mks)
e) Create a query for " **all students housed in Chui"**   (3mks)
f) Design a "**current age query"** to display current ages of all the students   (5mks)
g) Create a report "**Hefty Balances**" showing students with fees balances of more than 10000kshs   (3mks)
h) Create a report to show all students admitted in the school   (3mks)
i) Print,The **three tables**,**Hefty balances report** and **all students housed in Chui report**
      (5mks)

(50MARKS)

2. **QUESTION 2**

Use a spreadsheet to manipulate data in the table below.

Adm No	Name	Stream	Comp	Art	Bus	Eng	Mat	Student mean	Rank
C001	Barasa	H	56	45	36	56	26		
C002	Wangila	K	58	57	90	54	23		
C003	Wafula	H	48	56	54	45	25		
C004	Wanjala	K	78	95	78	46	24		
C005	Kerubo	H	49	86	68	35	52		
C006	Akinyi	K	56	45	25	63	54		
C007	Odhiambo	H	75	78	45	65	56		
C008	Okunyuku	K	89	69	65	53	51		
C009	Nekesa	H	69	58	45	54	52		
C010	Simiyu	H	85	46	78	52	53		
	TOTAL								
	TOTAL	FOR H							
	TOTAL	FOR K							

a) Enter the data in all bordered worksheet and auto fit all column. Save the workbook as

mark 1   (15mks)

b) Find the total marks for each subject (3mks)

c) Find total for each subject per stream using a function (5mks)

d) Find mean mark for each student using a function (5mks)

e) Rank mean student in descending order using the mean (5mks)

f) Create a well labeled column chart on a different sheet to show the mean mark of every student. Save the workbook as **mark 2.** (7mks)

g) Using **mark1,** use subtotals to find the average mark for each subject per stream. Save the workbook as **mark 3** (7mks)

h) Print **mark 1,mark 2** and the **chart** (3mks)