NAME..

SCHOOL. ....**ADM NO**............................

451/2

COMPUTER STUDIES

MAGS JOINT EXAM

Computer Studies
Paper 2
(PRACTICAL)
2½ hours

INSTRUCTIONS TO CANDIDATES

1. *Write your name and index number at the top right hand corner of each print out.*
2. *Write your name and index number on the diskette.*
3. *Write the name and the version of the software used for each question attempted in the answer sheet.*
4. *Answer **ALL** the questions.*
5. *All questions carry equal marks.*
6. *Passwords **should NOT be used** while saving in the diskette.*
7. *All answers **MUST BE** saved in your diskette.*
8. *Make a print out of the answers on the answer sheets provided.*
9. *Arrange your printouts and tie/staple them together and use the best fit i.e. landscape or portrait for your printouts.*
10. *Hand in a folder with your name.*

1.   (a) Using a Word Processing package, type the congratulatory note below as it
         appears and save it as CONGRATS.   (15mks)
                                                                MAGS Software Co. Ltd
                                                                     P.O. Box 5678
                                                                     Kericho
                                                                (Insert today's date)

         <<First Name>><<Last Name>>
         <<Address>>
         Dear**<<First Name>>**

                                  RE: CONGRATULATIONS
         Due to your hard work and sacrifices you made this year, the company wishes to congratulate
you for emerging the best in our internal interview that you applied for. Your new position will be
<<Position>> and your new salary scale will be**<<Amount>>.**

         Yours faithfully,

         Gregory Bruce
         PERSONNEL

      (b)   Create a data source with the following details and use it with the note you have
               just typed to generate personal notes to the company's named personnel.
               Save it as Details.   (15mks)

         George Kinoti   Wilberforce Kenya   Henry Odongo
         P. O. BOX 5678   P. O. BOX 5678   P. O. BOX 5678
         Kericho   Kisumu   Kilgoris
         Software Developer   ICT Officer   Database Admin
         Ksh.125000   Ksh.125000   Ksh.125000

         Grace Akinyi   Beth Mugo   SharonWangoi
         P.O. BOX 5678   P. O. BOX 5678   P. O. BOX 5678
         Nakuru   Migori   Nandi-Hills
         System Admin   Secretary   Accountant
         Ksh.120000   Shs.30000   Shs.45000

      (c)   Insert data fields in main document and generate the notes for the employees.(14mks)

(d) Print the notes.   (6mks)

2. (a) Create a database called **SCHOOL**.   (2 Marks)
    (b) Create three tables **EXAMINATION**, **DOS** and **BOARDING**with the fields as shown below.
                                                                                                              (10Marks)
    (c). Create a relationship between the three tables and enforce integrity.   (6Marks)
    (d). Enter the data items in the given tables three tables.   (15Marks)

EXAMINATIONS

Admission Number	Mathematics	English	Kiswahili	Biology
1	45	67	90	23
10	45	89	90	20
2	45	70	80	45
3	89	90	90	20
4	78	9	90	50
5	67	89	60	90
6	67	90	7	80
7	34	78	70	90
8	23	50	38	90
9	23	15	67	20

DOS

Admission Number	SName	Other Names	KCPEMark	Year of KCPE
1	PETER	BARASA	327	2007
10	JOHNSON	SUK	250	2001
2	ALEX	OJWANG'	340	1998
3	BELINDA	ESTHER	250	2008
4	BRAMWEL	RAYMOND	450	2007
5	ALEX	WAMWANA	410	2003
6	JANET	KILONZO	400	2000
7	MATHEW	KARIUKI	450	1999
8	NASIMIYU	CATHEEN	290	2003
9	KIMATHI	JOHN	3000	2001

BOARDING

Admission Number	UNIFORM	TOOL	TOOL NAME
1	No	12	JEMBE
10	Yes	20	JEMBE
2	No	11	PANGA
3	Yes	1	SLASHER
4	Yes	111	JEMBE
5	No	15	RAKE
6	Yes	22	BASIN
7	Yes	11	BROOMS
8	Yes	90	RAKE
9	Yes	23	BUCKET

(e) Design a query that would display the following fields as shown below and write down the formulae for getting the total score and criteria for extracting the records below   (10 Marks)

ADMIN

Admission Number	UNIFORM	SName	KCPEMark	Mathematics	English	Kiswahili	TOTAL SCORE
1	Yes	BELINDA	250	89	90	90	269
10	Yes	BRAMWEL	450	78	9	90	177
2	Yes	JANET	400	67	90	7	164

(f) Design a report that would sort the following in ascending order in the order of the following fields, Total score, KCPE Score, SName the Admission Number and the report should display all the fields. Save the report as administration   (5Marks)

(g) Print, administration and admin   (2Marks)