

NAME.....

INDEX NO.....

SCHOOL.....

CANDIDATES SIGNATURE.....

DATE.....

451/2

COMPUTER STUDIES

PAPER 2

(PRACTICAL)

JULY/AUGUST 2014

TIME: 2½ HOURS

## TRNS-NZOIA COUNTY JOINT EVALUATION EXAMINATION-2014

*Kenya Certificate of Secondary Education*

COMPUTER

PAPER 2

(PRACTICAL)

TIME: 2½ HOURS

### Instructions to candidates:

- *This paper has **TWO** questions.*
- *Answer all the questions.*
- *Type your name and index number at the right-hand corner of each printout.*
- *Write your name and index number on the removable medium.*
- *Write the Name and version of software used in each question attempted in the answer sheet.*
- *Passwords **should not be used** while saving in the diskettes.*
- *Make a printout of the answers on the answer sheets provided.*
- *Hand in all the **printouts** and the **removable medium**.*

*This paper consists of 4 printed pages.*

*Candidates should check the question paper to ascertain that all pages are printed and no questions are missing*

## Question 1

Munjiru is a secretary for the Entrepreneurs Club. She has been told to use a Database Management System (DBM) to help the club maintain records on the club's members. Perform the following operations just like Munjiru would.

- (a) (i) Create a database table (or file) that has the following fields of data for each member last name, first name, membership number, date of registration, membership fee paid, age, telephone number and a memo field status. (4 marks)
- (ii) Make the membership number record identifier (the primary key) (2 marks)
- (iii) Index on membership number. (1 mark)
- (iv) Save table as ClubI. (1 mark)
- (b) Input the following data to the above table: (10 marks)

Last name	First name	Membership number	Date of registration	Membership fee paid	Age	Telephone number	Status
Munjiru	Margaret	Yec/002	11.08.93	5000.00	45	573223	Fully paid Founder Member
Salim	Said	Yec/101	15.07.98	5000.00	50	568880	Fully paid Ordinary Member
Kamau	John	Yec/007	01.01.94	2000.00	65	443311	Senior citizen Member with concessionary rates
Onyango	Victor	Yec/031	10.02.96	4000.00	37	747419	Ordinary Member to pay 1500.00
Ali	Majid	Yec/055	19.10.96	3500.00	32	720122	Ordinary Member to pay 1500.00
Katiku	Peter	Yec/067	15.05.97	0.00	25	71710	Ordinary Member Defaulter
Korir	Kelvin	Yec/098	05.03.98	5000.00	38	767822	Ordinary Member, fully paid
Wafula	Joyce	Yec/023	23.04.95	5000.00	43	500655	Ordinary Member, fully paid
Kikoto	Mary	Yec/048	09.06.96	2000.00	28	543421	Temporary Member for 6 Month only
Vijhu	Machu	Yec/074	29.11.97	1000.00	55	811015	Honorary Member

- (c) (i) Insert the field called “more than 4000” that will accommodate Y for Yes and N for No. (3 marks)
- (ii) Indicate in these new fields those members who have paid more than sh.4000.00 with Y otherwise N. (3 marks)
- (iii) Save table as Club2. (1 mark)
- (d) (i) Create a query that contains the field Membership Number, Last Name, Date of registration, Membership fee paid and status for all members who have paid less than sh.4000.00 and registered after 15/4/1995 or are above 35 years of age. (9 marks)
- (ii) Write on the paper provided the query expression you used. (2 marks)
- (iii) Save the query as ClubQ. (1 mark)
- (e) (i) Excluding the status field, create a report for all members and give it the title: ENTEREPRENEURS CLUB. (12 marks)
- (ii) Save the report as ClubR. (1 mark)

2. The following is a worksheet extracted from business partner’s vendors. They have come together to do a business of selling computer accessories.

**PARTNER’S VENDORS**

Names	Cost	Sales	Gross profit	Expenditure	Reserves	Net profit	Remarks
Samson Too	700	350		450			
Victor Onyango	400	700		50			
James Ahenda	200	950		250			
Peter Kimaiyo	300	650		300			
Alice Visaho	100	300		100			
Salome Nyarago	400	550		50			
Joseph Opiyo	650	600		40			
Sonia Wambui	555	885		55			
Mary Wayudo	250	850		70			
Leah Wanjera	500	360		54			
Joy Maelo	700	350		45			
Mohammed Dida	900	1000		180			
Kevin Momanyi	850	950		25			
Michael Karanja	110	700		50			
Hilda Njeri	350	800		150			

Additional information

- (i) Reserves is 10% of Gross Profit.
- (ii) Net profit = Gross profit – (Expenditure + Reserves)
- (a) Create a workbook and enter the details as above. Save as Vendor. (20 marks)
- (b) Keep the title of the workbook to be PARTNER'S VENDORS and format it to be bold, font size 14 and align at 45°. (3 marks)
- (c) Format the figures in sale column to 2 decimal places. (2 marks)
- (d) Use appropriate formulae/function to calculate:
- (i) Gross profit for each member. (3 marks)
- (ii) Reserves for each member. (3 marks)
- (iii) Net profit for each member. (3 marks)
- (e) Use "IF function" and net profit to analyse the vendors, taking the following remarks: (6 marks)
- (i) If net profit  $\geq 500$ , then "V.good vendor"
- (ii) If net profit  $>400$ , then "Good vendor".
- (iii) If net profit  $\leq 300$ , then "Dormant vendor".
- (f) Use names of the vendor and cost to insert line graph, keep the title of the graph to be PRODUCTIVE ANALYSIS, format it and place it in a separate sheet. (5 marks)
- (g) Print the "PARTNER'S VENDOR" and "PRODUCTIVE ANALYSIS" chart. (4 marks)