

NAME INDEX NO.....

SCHOOL CANDIDATE SIGNATURE

DATE

451/2

COMPUTER STUDIES

PAPER 2 (PRACTICAL)

JULY/AUGUST 2013

TIME: 2½ HOURS.

LENOCET EVALUATION TEST KENYA CERTIFICATE OF SECONDARY EDUCATION

451/2

COMPUTER STUDIES

PAPER 2 (PRACTICAL)

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INSTRUCTIONS TO CANDIDATES

- i Indicate your name and index number at the top right of each printout.
- ii Write your name and index number on the storage medium provided.
- iii Write the name and version of the software used for each question attempted in the answer sheet.
- iv Passwords **should not be used** while saving in the storage medium.
- v Answer **ALL** questions.
- vi All questions carry equal marks.
- vii All answers must be **saved** in your storage medium.
- viii Make a printout of the answers on the answer sheets provided.
- ix Hand all the **printouts** and the storage medium.

*This paper consists of 4 printed pages.
Candidates should check the question paper to ensure that all the
papers are printed as indicated and no questions are missing.*

1. Word Processor

(a) Type the text below as it is into a word processing software.

(20 mks)

The corporate world has its own range of stress designed to play havoc with the psyche of an employee coping with ambiguous instructions, difficulties in co-ordination amongst various department, communication gaps, alienation and constant conflicts that occurs between the employee's and corporate norms or objectives are just a few these. Many employees, with creative potential, exhibit a total lack of motivation and resign themselves to a boring routine, because of external compulsion. As they enter the corporate scene, many compromise their creative needs. They were compelled to hide their true selves-behind their corporate masks and follow the script written by their seniors and bosses.

Stress is created in the mind and this is where all attention is to be focused. Stress is not everybody's

(First) Delicacy

(Second) Anxiety

(Third) Insomnia

(Fourth) Irritability

(Fifth) Depression

(Sixth) Blood pressure and other cardiovascular complications.

STRESS CAUSING FACTORS

EXTERNAL STRESS CAUSING FACTORS			
<i>Highest Stress Rating</i> Death of partner Divorce or separation Prison Sentence	<i>High stress Rating</i> Reconciliation with a partner. Retirement Pregnancy	<i>Moderate stress rating</i> Family arguments Large mortgage bond Difficulties with in-laws	<i>Low stress rating</i> Change of school Holidays Change of contact with relatives.
INTERNAL STRESS CAUSING FACTORS			
<ul style="list-style-type: none">- Avoidance - avoidance conflicts.- Approach Approach conflicts.- <u>Approach Avoidance conflicts</u>- <u>Personality</u>- Guilt- temperaments			

(b) Copy the first and justify the whole document, and at the centre insert the footnote

“Borabu Evaluation Test”

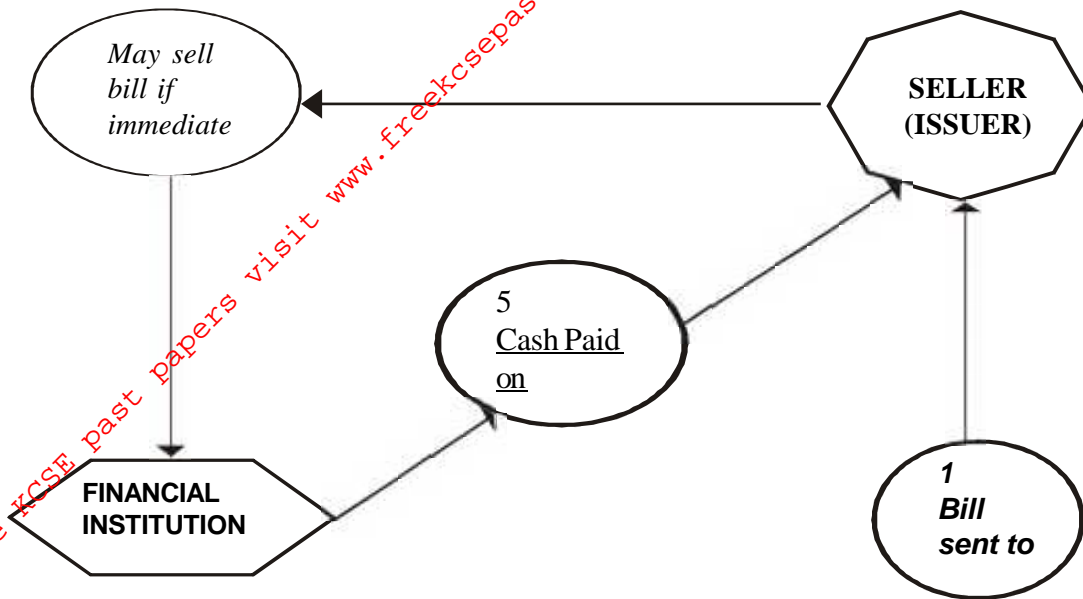
(5 mks)

(c) Space the whole document into 1.5 spacing in 1(b) above.

(5 mks)

(d) Create the object below using the drawing toolbar.

(20 mks)



2. The information given below is on Item code, supplier and units of order for a supply - chain department.

- Table X (item code table) contains four fields representing Item ID, Name of the item, the retail price of a unit of the item and the number of units of the item in store respectively. The primary key of an item is its item ID.
- Table Y (supplier Table) contains five fields representing supplier code, name of the supplier, the supplier contact address, city and mobile telephone number respectively. The primary keys is the supplier code.
- Table Z (units ordered table) contains seven fields representing units ordered ID, Item ID, supplier Code, the wholesale price of a unit of the product ordered from the supplier, the number of units of the product, the date, the product was ordered and the date the ordered product was received respectively. The primary key is the

Unit Ordered ID.

Table X (Item Code Table)

Item ID	Item	Price	Units
1	Baking powder	150	450
2	Kimbo 2kg	240	180
3	Cowboy	130	65
4	Salt	85	152
5	Sweets	750	452
6	Blanket	950	235
7	Shoes	2999	568
8	Plastic bags	458	542
9	Sugar	100	865
10	Umbrella	399	120

Table y (supplier Table)

501	Jonase	65238	Kisii	0733586845
502	Kriarie	5623	Nakuru	0725683654
503	Jailing	58794	Malindi	0734857423
504	Kush	4875	Narok	0723864203
505	Delmonte	7598	Thika	0723589541
506	Tegemea	54878	Kisii	0733648752

Table Z (units ordered table)

5001	1	503	32	30	6/7/05	28/07/05
5003	5	505	14	56	5/08/06	
5006	3	501	18	23	6/08/06	23/09/07
5010	9	502	42	18	02/03/05	
5009	5	503	23	36	03/04/07	25/07/05
5005	2	502	13	24	05/07/07	27/07/07
5007	7	505	25	52	05/09/08	30/09/08

- (a) Use the information to create a database named **A: Obama DB** and enter the data in tables x, y, z. (30 mks)
- (b) (i) Create the relationships between the tables and save query as Borabu 1
(ii) Using table Z create a query of the supplier code, item ID, product order date, extract all records whose item ID is greater than 6 save Borabu 2. (7 mks)
- (c) Create a form to allow the entering of the item code details and add an appropriate form title.
Save as Borabu item details. (4 mks)
- (d) Print the three tables x,y,z. Borabu 2 and Borabu item detail. (5 mks)