NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ INDEX NO. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SCHOOL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**451/2**

**COMPUTER STUDIES**

**PAPER 2**

**(PRACTICAL)**

JULY/AUGUST, 2015

**TIME: 2½ HOURS**

451/2

COMPUTER STUDIES

PAPER 2

(PRACTICAL)

TIME: 2½ HOURS

**INSTRUCTIONS TO CANDIDATES**

* Write your name and index number at the top right hand corner of each print out.
* Write your name and index number on the storage medium provided.
* Passwords **should not** be used while saving in your work.
* This paper consists of **two** questions
* Answer **all** the **questions.**
* All questions carry equal **marks**.
* All answers **must** be saved in your storage medium
* Hand in all the print outs and the storage medium
* This paper consists of **3** printed pages
* Candidates should check to ensure that all pages are printed as indicated and no questions are missing.

1. The following is a worksheet extracted from business partners vendors. They have come together to do a business of selling computer accessories.

**PARTNERS 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***

1. Reserves is 10% of Gross Profit
2. Net profit = Gross profit – (Expenditure + reserves)
3. Create a workbook and enter the details as above. Save as vendor (20 marks)
4. 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)

1. Format the figures in sale column to 2 decimal places. (2 marks)
2. Use appropriate formulae/function to calculate:
3. Gross profit for each member. (3 marks)
4. Reserves for each member (3 marks)
5. Net profit for each member. (3 marks)
6. Use ‘IF function’ and net profit to analyse the vendors, taking the following remarks: (6 marks)
7. If net profit >= 500, then ‘V. good vendor’
8. If net profit > 400, then ‘Good vendor’
9. If net profit <= 300, then ‘Dormant vendor’.
10. 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)

1. Print the ‘PARTNER’S VENDOR’ and ‘PRODUCTIVE ANALYSIS’ chart. (4 marks)
2. Sylvia is the chairlady for the World Starts With Me Club. She has been told to use a database management system (DBMS) to help the club maintain record on the clubs’ members. Perform

the following operations just like Sylvia would.

1. Create a database file called World Starts that has the following fields of data for each member: (2 marks)
2. Input the following data save the tables the table as WSM (14 marks)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Last Name | First Name | Membership No | Date of registration | Age | Fee | Fully paid |
| Auma | Daniella | 1234 | 12/1/01 | 15 | 100 | Y |
| Atieno | Wan | 5858 | 10/1/01 | 15 | 50 | N |
| Akongo | Toto | 595 | 08/1/01 | 14 | 0 | N |
| Awino | Brenda | 966 | 12/1/01 | 16 | 0 | N |
| Awour | Kibaki | 238 | 10/1/01 | 13 | 70 | N |
| Ondigo | Sophie | 868 | 12/1/01 | 16 | 100 | Y |
| Wakiaga | Precious | 628 | 12/1/01 | 15 | 100 | Y |
| Oketch | Lucy | 744 | 11/1/01 | 16 | 60 | N |

1. Create a report that contains Members first name, number, date of registration and payment

status for those registered on 12/1/01. (4 marks)

1. Make the membership number primary key (2 marks)
2. Format the fee figures to 2 decimal places. (1 mark)
3. Save the query as club24 (2 marks)
4. Create another query that would be used to display those last name starts with letter A and aged 15

name it ‘Age 15’. (5 marks)

1. There was an outcry that the registration amount is very little, using another update the members

fee by 10% save the table as WSM2. (4 marks)

1. Excluding the FULLY PAID field, create a report and give it the title: World Starts With Me

Club. (4 marks)

1. Save the report as Our World (2 marks)
2. Create a tabular form and get the total fees collected. Save it as From fees. (6 marks)
3. Print Club24, Our Word, WSM, WSM2 (4 marks)