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. Rose is the chairlady for the World Starts With MeClub. She has been told to use a database management system (DBMS) to help the club maintain records on the club’s members. Perform the following operations just like Slyvia would.

a) Create a database file called World Starts that has the following fields of data for each member (2 marks)

b) Input the following data save the table as WSM (l6marks)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **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** | **Tutu** | **595** | **08/1/01** | **14** | **0** | **N** |
| **Awino** | **Brenda** | **966** | **12/1/01** | **16** | **0** | **N** |
| **Awuor** | **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** |

c) Create a report that contains Members first name, number, date of registration and payment status for those registered on 12/1/01 (6 marks)

d) Make the Membership number primary key (2marks)   
e) Format the fee figures to 2 decimal places. (1 mark)

f) Save the query as C1ub24 (2 marks)

g) Create another query that would be used to display those last name starts with letter A and aged 15 name it “Age 15” (5marks)   
h) There an outcry that the registration amount is very little, using another query, update the members fee by 10% save the table as WSM2 (6 marks)

i) Excluding the FULLY PAID field, create a report and give it the title: World Starts With Me Club. (5 marks)

j) Save the Report as Our World. (2 marks)

k) Print C1ub24, Our World, WSM2 (3 marks)

2. a) Type the following passage exactly as it appears using a word processor and save it as EXERCISE

**PROCESS OF INFORMATION SYSTEM DEVELOPMENT**

**INTRODUCTION TO INFORMATION SYSTEM DEVELOPMENT**

The methodology area can justly be described as a jungle. Firstly there appears to exist many hundreds of the system development methodologies. Longworth (1985) in a recent study identified over 300. If all these are different, then it is no wonder that there is so much confusion. However, it may be that the differences are trivial and are made solely to differentiate methodologies in the market place.

***WHA T IS A METHODOLOGY?***

The term methodology is not well defined either in Literature or by practitioners. There is very little agreement as to what it means other than at a general level. The term is usually used very loosely and yet it is used very extensively.

This loose use does not mean that there are no definitions, simply that there are no universally agreed definitions. At the general level, it is regarded as a recommended series of steps and procedures to be followed in the curse and developing an information system. In a brief *adhoc* survey, this proves to be about the maximum that people will agree to and of course such a definition raises many more questions than it answers.

For example:

* What is the difference between a methodology and a method?
* Does a methodology include a specification of the techniques and tools which are to be used?
* Does a collection of techniques and tools constitute a methodology?
* Should the use of a methodology produce the same results each time?

The questions that arise are fundamental as well as numerous. Unfortunately the most that can be achieved is to air the issues. The information system community is in the process of debating the meaning of the term methodology in an information system context, and it may one day have a universal definition. However, it may be more realistic to assume that this will never be achieved. An information system’s methodology has been defined *as a recommended collection of philosophies, phase procedures. rules, techniques, tools, documentation, management and training* for *developers of information systems.* (Madison 1983).

According to this definition, a methodology has a number of components.

Which specify?

(i) How a project is to be broken down into stages

(ii) What tasks are to be carried out at each stage?

(iii) What outputs are to be produced?

(iv) When they are to be carried out

(v) What constraints are applied?

(vi) What support tools may be utilized?

In addition, the methodology is supposed to specify how the project is to he managed and controlled and support the training needs of the users of the methodology. This is all encompassed in a view or philosophy concerning the important and critical aspects of information systems development.

**Required to:**

b) Remove the underline from all the underlined and change the text to bold and italics. Apply hanging ident to the first two paragraphs. Save the document as EXERCISE 2. (6marks)

c) Select the text starting from the words “For example information systems development” (at the end of the passage) and move it to a new page and save as EXERCISE 3. (5marks)   
d) i) Retrieve **EXERCISE** document and convert it to two columns of the same width and height and justify them. (6marks)

ii) Double space the first paragraph of the passage and fit the entire passage into one page (4marks)

iii) Insert your name into the passage as a footer so as to appear as **©** your name. Save the document as EXERCISE 4. (5marks)   
e) Print **EXERCISE, EXERCISE 2, EXERCISE 3, EXERCISE 4** (4marks)