NAME_____**ADM NO**_____

CLASS_____

SIGNATURE_____

451/2 Paper two
COMPUTER STUDIES (Practical)
FORM FOUR
TERM 2 2022 EXAMS
2 ½ HOURS

MECS JOINT EVALUATION TEST

COMPUTER STUDIES PP2
FORM FOUR TERM 2 EXAMINATION 2022

INSTRUCTIONS TO CANDIDATES

1. Write your name and Admission number in the spaces provided above

2. **Password**s should not be used while saving in the **Compact disk**.

3. Answer all questions.

4. Make a **print out** on the answer sheet provided

5. Hand all the **print outs** and the **Compact disk**.

FOR EXAMINER'S USE ONLY

QUESTION	MAX. MARKS	CANDIDATE'S SCORE
1	50	
2	50	
	TOTAL SCORE	

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

1. The data in the tables below were extracted from SuperStar football league management system.

Table 1: TEAMS TABLE

Team Code	Team Name	Address	Tel No.	Reg Fee
01	Maji Mazuri High	Box 0012	021542148	5000
02	Sunshine School	Box 2454	025485267	3500
03	Kabarak High	Box 458	025478756	4700
04	Sacho High	Box 635	032547855	2400
05	Marigat School	Box 2446	032458754	1200
06	Nakuru High	Box 6589	015487564	1400
07	Baringo High	Box 1254	031204543	5000

Table 2: RESULTS TABLE

Team Code	Games Won	Games Lost	Games Draw
01	12	2	2
02	10	3	3
03	4	8	3
04	9	3	4
05	7	3	5
06	7	6	4
07	5	9	2

a) Create a database named "SUPERSTAR" to store the data above   (12 marks)

b) Format the *Reg Fee* field as follows:

    i) To display the entries with the prefix: "KSh." correct to two decimal places   (2 marks)

    ii) Restrict entries to positive values only and should return an error message "*Error: enter positive values only*" if an out of range value is entered.   (2 marks)

c) Validate Team Code to 2 characters only   (2 marks)

d) Create a suitable table relationship between the tables   (3 marks)

e) Design a form for each table and use it to enter the data into the tables   (9 marks)

f) i) Create a query named **TotalGamesQuery** to display the fields: Team Code, Team Name and Total games played.   (4 marks)

    ii) Create a query to show the team name and total points. (**Note: A Win in a game earns a team 3 points, a draw 1 point and a loss 0**). The query should show the 3 best teams based on the total points. Save the query as **BestTeamsQuery**.   (5 marks)

g) i) Create a report named **RegReport** to display the Team name, Address, Reg Fee. The report should show the total registration fee collected from all teams.   (5 marks)

    ii) Sort the records to show the team that has paid the highest amount of registration fee first.   (2 marks)

    ii) Title the report as "*Income from registration*"   (2 marks)

h) Print each of the following: (2 marks)

    i) Teams table and Results table

    ii) TotalGames Query and BestTeamsQuery

    iii) RegReport

2. a) Open a word processing program and create the document below exactly as it appears. (30 marks)

BENEFITS OF CO-CURRICULAR ACTIVITIES IN LEARNING INSTITUTIONS

> **EXERCISE IS GOOD FOR MIND, BODY AND SPIRIT**
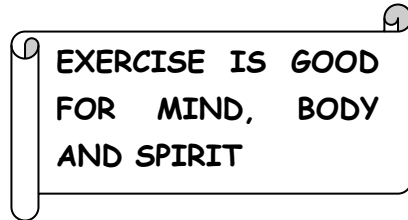
When co-curricular activities such as sports, drama, clubs, music etc. are integrated in the curriculum, they help learners acquire balanced growth. The following are some of the reasons why students should be encouraged to participate in co-curricular activities while in learning institutions.

Co-curricular activities encourage collaboration and help achieve goals

Aggressively going for a common goal with team mates and a team manager, teaches one how to shape a collective synergy and effectively communicate the best way to solve problems *en route* to victory. This will be very helpful when one encounters problems at place of work or at home.

Co-curricular activities boost self esteem

Realising that hard work pays off brings about self –confidence. Competing and winning in a co curricular activity inspires one to achieve in any other goal set. This is very exciting and rewarding.

Co curricular activities augment academic work.

Engaging in co curricular activities requires a lot of time and energy. Sports, drama and Music require skills of memorization, repetition and learning which are directly relevant to class work.

For all these reasons, it is always a great decision to get involved in co-curricular activities.

CO CURRICULAR ACTIVITIES SCHEDULE FOR THE YEAR

	TERM 1		TERM 2		TERM 3
Primary Schools	Football		Athletics	Music Festivals	
Secondary Schools	Indoor games	Football	Athletics	Music Festivals	School-based activities
Technical colleges	Swimming	Indoor Games	Rugby	Music Festivals	Indoor games
Universities	Football			Music Festivals	Motor Sports

b) Save the document created in (a) above as **cocurricular** in your folder   (2 marks)

c) Insert the text "Co curricular Department Resources" as footer. Apply italics to the footer and align it to the centre.   (2 marks)

d) Insert a section break at the end of the document created such that the new section starts on a new page.

(1 mark)

e) i) Insert a pie chart in the new section to represent the information shown in the following table: (5 marks)

	Total Annual Budget
Primary Schools	20
Secondary Schools	10
Technical Colleges	15
Universities	5

ii) Apply a grey background to the chart area created in (i) above   (2 marks)

iii) Insert a caption "The Annual projected cost of organising co curricular activities (Ksh. 000,000)"

(2 marks)

iv) Change the orientation of the page containing the chart to landscape   (2 marks)

f) Insert page numbers at the top right hand corner of the document   (2 marks)

g) Save the document and print it on both sides of the paper   (2 marks)