

NAME.....DATE

INDEX NO.....CANDIDATE'S SIGNATURE.....

451/2
COMPUTER STUDIES
PAPER 2
(PRACTICAL)
TIME: 2 ½ HOURS

Kenya Certificate of Secondary Education (K.C.S.E)

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COMPUTER STUDIES
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INSTRUCTIONS TO CANDIDATES

Type your name and index number in the spaces provides above

Sign and write the date of examination in the spaces provided in the answer sheet

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

Answer all questions.

Make a print of the answer sheet provided

Hand all the print out and the Compact disk.

This paper consists of 8 printed pages. Candidates should check the question paper to ensure that all the papers are printed as indicated and no questions are missing.

QUESTION ONE (50 MKS)

- (a) Create a database in the floppy disk named BORA UNIVERSITY COLLEGE. (2mks)
- (b) Create a table with the following fields using appropriate data types: Adm No, First Name, Last Name, Course, Date of Admission and Completed. Set Adm No as a Primary key .Save it as STUDENTS DETAILS (6mks)
- (c) Create a Columnar form that would be used to enter data into STUDENTS DETAILS and save it as STUDENTS DATA ENTRY. (2mks)
- (d) Use the above form to enter the following data into the database. (6mks)

Adm No.	First name	Last name	Course	DOA	Completed
3224	John	Flora	IMIS	12/01/2010	Yes
4455	Mary	Mutua	Accounts	24/12/2009	Yes
6677	Benard	Maingi	French	15/5/2010	No
7760	David	Naja	IMIS	0./04/2010	No
2312	Evy	Danson	French	23/8/2009	Yes
6547	Joy	Kelly	IMIS	4/3/2010	No
6579	Mwangi	Sam	IMIS	18/4/2010	No

- (e) Create a table named 'FEE PAYMENT' in the same database to contain Adm No, Fee Paid and Receipt No. (5mks)
- (f) Link STUDENTS DETAILS table to FEE PAYMENT table. (2mks)
- (g) Enter the following details directly into the FEE PAYMENT table. (2mks)

Adm No.	Fee paid	Receipt number
3224	12000	100
4455	30000	121
6677	30000	152
7760	25000	134
2312	30000	145
6547	23000	124
6579	30000	150

- (h) Create a query to display the following details: Adm no, First name, Last name, Fee paid. Save as FEE PAID. (5mks)
- (i) Display a list showing the Last name and the Fee balance for all students who owe the college over 10,000/= given that the total fees for each course is 30,000. Save as SEND HOME. (5mks)
- (j) Certificates are to be given only those who have completed their course and have paid the full amount. Create a query, having the Adm No, First name, Last name and course for all students to be awarded the certificates. Save as GRADUANTS. (5mks)
- (k) Prepare reports for STUDENTS DETAILS, FEE PAYMENT, FEE PAID, SEND HOME, GRADUANTS. (5mks)

(I) Print the reports in (I) above. (5mks)

QUESTION 2(50MKS)

PK is new transportation company. The managing director would like to produce an advert to enable him to reach out to local towns.

a). Prepare a publication layout with the following specification:

- (i) Paper size A4
- (ii) Orientation Portrait
- (iii) Number of pages 1
- (iv) Margins 0.5 inches all round
- (v) Create column guides to subdivide the page into two columns
- (vi) Space between columns 0.3 inches (6mks)

b). Produce the publication as shown in the sample. All the text are in **Times New Roman** size **12** except.

- (a) PK in the logo **Size 28**
- (b) Unbeatable **Size 20**
- (c) You can't compare **Size 14**
- (d) Working hours **Size 22**
- (e) Passenger Ticket shading is **Accent 4**
- (f) Fill pattern for working hours is **5%** (44mks)



**UNBEATABLE
TRANSPORT
SERVICES**

PK bus services is intended to change your traveling style. We offer the best services you can ever have: get refreshed all through the journey; watch movies as you travel; read newspapers and enjoy world class services of our caring staff.

YOU CAN'T COMPARE

PK TRANSPORT LIMITED			SAFE TRAVEL
FROM	TO	AMOUNT (Ksha)	
MALINDI	Likoni	400	
	Ukunda	450	
	Bamburi	420	
	Nyah	400	

**WORKING HOURS
ALL DAYS
6.00 A.M TO 10.00 P.M
5.30 a.m TO 11.30 p.m**

Our offices
Arc situated at Keron centre
Along Kwale road near Kuwaka shop.

MALINDI MOMBASA UKUNDA

PASSENGER TICKET

PK BUS SERVICES

NAME: _____
FROM MALINDI: _____
TO: _____
SEAT NUMBER: _____

AMOUNT

DEPARTURE TIME

P.O. BOX 12345-02200
Malindi-Kenya
Cell: 0723 567 234

SAMPLE