

NAME:.....INDEXDATE.....

SCHOOL:.....SIGNATURE.....

451/2
COMPUTER STUDIES
PAPER 2
(PRACTICAL)
JULY / AUGUST, 2010
2½ HOURS

JOINT INTER-SCHOOLS EVALUATION TEST (JISSET) Kenya Certificate of Secondary Education 2010

451/2
COMPUTER STUDIES
PAPER 2
(PRACTICAL)
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INSTRUCTIONS TO CANDIDATES

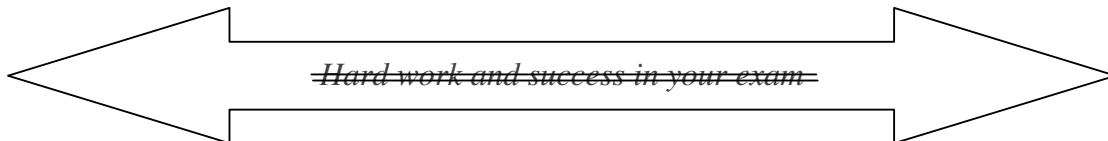
- ❖ Write your name and index number at the right hand corner of each print out.
- ❖ Write your name and index on the diskette/removable media
- ❖ Write the name and version of the software used for each question attempted in the answer sheet
- ❖ Answer **all** the questions
- ❖ Passwords **should not be used** while saving in the diskette/removable media
- ❖ All answers **must** be saved in your diskette/ Removable media
- ❖ Arrange your printouts and tie/staple them together
- ❖ Hand in all the **printouts** and the **diskette/Removable media**
- ❖ Candidates should check the question paper to ascertain that all the pages are printed as indicated and that no questions are missing.

PROJECT GUIDE FOR STUDENTS

General Philosophy

The project is an essential part of the course. It represents practical work that you have done largely under your own direction, relevantt to the field of business computing and information management, and draws upon the knowledge gained from other modules on the course.

You have only, a limited, time in which to carry out the project and therefore, you should plan to use the available time effectively. The project is intended to provide you with training and experience in both the standards required for an academic piece of work, and in carrying out work that requires an element of originall thinking. This does not mean that the work carried out must result from an original contribution to the fields of computing science or Information systems. Rather, you are expected to produce work that is of your own design and making and not to simply copy the work of others, there is no exact lengthh requirement for the report. Most people write too much. The workload is expected to be the equivalent of about 7 months. The length of the report is not proportional to the amount of work you have done. It is related to what you want to say. The format of the report is very important. You need to remember that this is an academic piece of work. The work you are reporting is also your work not someone else's. Published sources will be important to you but do not repeat them; you reference them to support what you want to say.



Question 1

- (a) Type the passage above the way it's and save as A: / **“PROJECT 1”** (10 marks)
- (b) Spell and grammar check “protect 1” and Save it as A:/ **“PROJECT 2”** (6 marks)
- (c) Print **project2** (2 marks)
- (d) The heading "project guide for students" to have the styles (7 marks)

- o Font size: 28
 - o Font face: Castellar
 - o Centered across the page
 - o Superscript
- (e) The second paragraph to be three columns and having the following styles (15 marks)
- o Justify
 - o Paragraph border style double line ½ pts width
 - o Font size: 11
 - o Character spacing 150
 - o Save it as A:/ **FINAL PROJECT**” and **print** it

Question 2

Using the spreadsheet application to answer the questions below

	a	b	c	d	e	f	g	h	i
		Eng	Math	Geo	Comp	Chem	Bio	Average	Grade
1	Wanjala James	52	25	78	58	89	45		
2	Maina John	89	25	96	87	36	65		
3	Onyango James	90	41	100	68	85	36		
4	Obura Martin	20	52	58	50	70	60		
5	Wasike Joseph	30	62	42	78	45	54		
6	Mayende Tom	12	45	35	25	41	10		
7	Subject mean								
8	Subject Grade								
9									
	Class mean								

- (i) Enter the data in a work sheet as it is and save as A:/ “**RAW DATA**” (10 mks)
- (ii) Give the worksheet the header as “**CAT 1 TERM 2 2009**”
 Font size 14, underline, bold, font type Tahoma (5 mks)
- (iii) Perform the following calculations using formulae’s
- a. Subject mean (5 mks)
 - b. Average score per student, grade students **AND** subjects basing on the following criteria

85 – 100	A
75 – 84	A-
65 – 74	B+
50 – 64	C
Below 50	C-

 (10 mks)
 - c. Perform the following (10 mks)

- Change average score per student and average score per subject to zero decimal place
 - Bold and center all the average scores per student
 - Format all subject labels to 45 degrees alignment
 - Rename the sheet as mock
 - Insert the footer “***HARD WORK AND SUCCESS IN***”
- (iv) Centre and bold all the grades then rank students from top using average score (6 marks)
- (v) Save as **A: / FINAL DRAFT** and **PRINT IT** (4 marks)

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Paper2
2010