**TERM 2 - 2022**

**COMPUTER STUDIES 451/2**

**FORM FOUR (4)**

**PAPER 2**

**PRACTICAL**

**TIME 2 ½ Hours**

**MARKING SCHEME**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **QUESTION ONE** |  |  | **QUESTION TWO** |  |  |
| **ITEM** | **QUESTION** | **MAX** | **SCORE** | **ITEM** | **QUESTION** | **MAX** | **SCORE** |
|   | Column title bold | 1 |   |   | Database name | 2 |   |
|   | Wraptext | 2 |   |   | Employee record Tbl |   |   |
|   | Border | 2 |   |   | emplno | 1 |   |
|   | Entry | 4 |   |   | name | 1 |   |
|   | Saving | 1 |   |   | marital status | 1 |   |
|   | Case | 1 |   |   | salary  | 1 |   |
|   | Total bold | 1 |   |   | age | 1 |   |
|   | name title case | 1 |   |   | depcode | 1 |   |
| b | Total Sales for Product J | 1 |   |   | Employment RecordsTbl |   |   |
|   | Total Sales For Thomas | 1 |   |   | department | 1 |   |
|   | All products total | 1 |   |   | depcode | 1 |   |
|   |   |   |   |   | Table not split Deny 6mrks |   |
|   | All persons sales | 1 |   | ii | Forms created | 2 |   |
|   | Forumla for Thomas points = ((B2/50\*1)+(C2/65\*5)+(D2/40\*3)) | 3 |   |   | all entry Uppercase | 2 |   |
|   | Formula copied | 1 |   |   | salary correct format | 2 |   |
| d | Cantona formulas using IF | 4 |   |   | age as number | 2 |   |
|   | Formula copied | 2 |   |   | full entry | 4 |   |
|   | use of of count if | 4 |   |   | Correct Primary key | 2 |   |
| e | 2 in cell B12 | 1 |   |   | relationship | 2 |   |
|   | Absolute cell Reference | 4 |   | c | 3fielsd | 1.5 |   |
| f | Chart title | 1 |   |   | Criteria | 2 |   |
|   | X-axis | 1 |   |   | save | 1 |   |
|   | Y-axis | 1 |   |   | correct case | 0.5 |   |
|   | correct data | 3 |   | d | tabular report | 1 |   |
|   | Bar chart | 2 |   |   | landscape | 1.5 |   |
|   | chart on its page | 1 |   |   | 5correct fields | 2.5 |   |
| g | sheets rename | 2 |   |   | Records sort by alphabet | 2 |   |
| h | Printing | 3 |   |   | report name expenses | 1 |   |
|   |   |   |   |   | Total calculation | 3 |   |
|   |   |   |   |   | Below salary | 1 |   |
|   |   |   |   |   | Query YOB | 1 |   |
|   |   |   |   |   | fields | 2 |   |
|   |   |   |   |   | calculation | 2 |   |
|   |   |   |   |   | printing @1/2 | 2 |   |
|  | **TOTAL** | **50** |  |  | **TOTAL** | **50** |  |