**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** |  |