

COMPUTER STUDIES

FORM 4

PAPER 2

MARKING SCHEME

Question 2 Item	MAX Score	
2. a) Saving with correct name <u>Paragraph formatting</u>	2	Award 1 mark any other saving
Superscript	2	
Bullets	1	
Underlining titles	1	
Correct alignment	1	
Map		
Title	1	
Border	1	
Labels	2	
Directional arrows	2	
Drawings	2	
Banner with entrance fee		
Inserting two stars	4	
Insert label	1	
Inserting word art		
(Kenya Youth Annual Seminar)	4	
Rotating text in page 1 & 4	4	
Inserting smiley shape	2	
Inserting borders in the master page	4	
General outlook	2	36
Page setup		
b) page size $\frac{1}{2}$ A4 side fold	1	
Four pages available	2	
Margins 1 inch all round	2	5
c) header		
Correct font	1	
Font size	1	2
d) paragraph font book antique	1	
Font size	1	
Double spacing	1	3
Page numbering		
Printing two sides	2	2
	2	2
TOTAL		50 MARKS