

NAME DATE

INDEX NO. CANDIDATE'S SIGNATURE

451/2
COMPUTER STUDIES
PAPER 2
(PRACTICAL)
TIME: 2 ½ hours
4MCK 2016

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(PRACTICAL)
JUNE/JULY 2016
TIME: 2 ½ hours

Instructions to Candidates

- (a) Write your name and index number in the spaces provided above.
- (b) This paper consists of two questions
- (c) Answer **all** the questions

FOR EXAMINER'S USE ONLY

QUESTION	MAX MARKS	CANDIDATE'S SCORE
1	50	
2	50	
TOTAL	100	

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451/1
Computer Studies
Paper 1 (Theory)

1. Using a spreadsheet package, create the following worksheet and save it as “**Form 2 results_2012**”

	A	B	C	D	E	F
1	ADMNO	NAME	P1	P2	TOTAL	GRADE
2	FORM 3 SOUTH		$\frac{x}{100}$	$\frac{x}{100}$		
3	2854	FAITH NZISA	56	54		
4	2744	JACKLINE MAKAU	45	75		
5	2838	KANINI NZUKI	30	49		
6	2814	GRACE MUMBI	29	60		
7	2796	EMILY MWENDWA	41	67		
8	2749	SUSAN KIHARA	38	73		
9						
10	FORM 3 EAST					
11	2801	GRAZE NZOMO	62	87		
12	2721	MUTUA M. MUENI	49	74		
13	2667	RHODA K. NZOMO	49	87		
14	2671	RUTH W. MUSYOKA	46	82		
15	2834	ALICE PETER	31	65		
16	2823	DORCAS MAKAU	49	45		
17	2664	ANNASTACIAH NGALA	59	71		
18	2764	TAABU KILAWA	40	60		
19	2808	PURITY KOMU	31	49		
20	2766	SHARON MUTUA	35	75		

- Calculate the total marks for each student given that: $Total = (P1 + P2)/2$ (4 marks)
- Insert a column between Total and Grade. Label the column as Average. (1 mark)
- Calculate the average for Faith Nzisa and copy the function to calculate the average for all other students. (2 marks)
- Format the average to two (2) decimal places. (1 mark)
- Insert a new row above row one (1). (1 mark)
- Merge cells B1 to E1 and type “**FORM 2 RESULTS**” as the heading in the merged cells. Bold the heading. (3 marks)
- Insert visible borders in the document. (1 mark)
- Format the column labels as follows⊗Rotate:45, color: Red, font size:9) (3 marks)
- Using an appropriate function, display the number of students in form 3 East who have scored over 75 Total marks. (2 marks)
- Using average score, rank each student per stream. (2 marks)
- Plot a bar graph of 2 East students’ names against their total marks. (4 marks)
- Label the y-axis and x-axis as **Marks** and **Names** respectively. The chart title is **Form 2 Results**. (2 marks)
- Copy form 3 East students and paste them in Sheet 2. (1 mark)
- Filter sheet 2 to display students who have scored more than 46 in P1 (3 marks)

- o) Using the following grading system, use a function to display the grade for Faith Nzisa in cell G2.

Marks	Grade
80 – 100	A
70 – 79	A-
60 – 69	B
50 – 59	C
40 – 49	D
30 – 39	E
0 - 38	Fail

(4 marks)

- p) Copy the function to determine the grade for all the other students. (2 marks)
q) Print **From 2 results_2012** and **Form 2 results chart**. (2 marks)

2. (i) Open a DTP package, set the page properties as follows (4 marks)
Margins – 0.5cm all round
Page layout – landscape
Page size – A4
(ii) Create the following advertisement and save it as **GOLF_ADVERT** (44 marks)
(iii) Print **GOLD_ADVERT** (2 marks)

2016 NATION MEDIA GROUP

ENTRY 1000 /=



At Nanyuki Sports Club

On Saturday 27th February, 2016

GOLF CHALLENGE

8:00 am	Azu Ogola (G) P. Fredrick (G) Rosso R. (G) Mwongela D. (G) Mark K Mutethia S.N S. Mose (G) Henry Awoti (S) Ano	8:50 am	David W. Noah S. Ano R. Kabugi J. Muli J. Muthurania Kiama Kihara John Wachiru S. W. Githitu Eng J. Kinoti John Gitau Flo Gathu John Bosco Lucy Njunguna Rev. Kamere	9:40 am	Abian R. Godon P. Peter Nganga Jane Wachuku David Kambi Dr. M... Dr. M... Ndegwa Wahome Njeri Ndaini Baldev S Fred Ikana Joseph G Tony Rukwayo Peter Ngige Wamuyu Cacha
8:10 am		9:00 am		10:00 am	
8:20 am		9:20 am		10:10 am	
8:30 am		9:30am		10:20 am	
8:40 am	Larry Okido				

Format: SF off Full HC Strictly keep to your tee off times