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KIRIRI WOMENS' UNIVERSITY OF SCIENCE AND TECHNOLOGY
UNIVERSITY EXAMINATIONS, 2024/2025 ACADEMIC YEAR
FIRST YEAR, SECOND SEMESTER EXAMINATION
FOR THE DEGREE OF BACHELOR OF SCIENCE IN COMPUTER SCIENCE

KCS 2114 COMPUTERS APPLICATION LITERACY

Date: 6TH AUGUST, 2024

Time: 2:30 PM – 4:30 PM

INSTRUCTIONS TO CANDIDATES

ANSWER QUESTION ONE (COMPULSORY) AND ANY OTHER TWO QUESTIONS

QUESTION ONE: COMPULSORY (30 MARKS)

Using any word processing software, type the document below as it is and save it as your name and personal number.

EAST AFRICAN ACADEMY

MOS Awards

The East African Academy awards, informally known as the MOS Awards®,
Are set of awards given annually for excellence in music, skits and cinematic achievements. The academy statue is officially named the MOS

Awards of Merit and is a prestigious award of recognition given for excellent performance in the music and film industry. The East African Academy Awards was set up to recognize the upcoming artists and improve on young talents.

On the international scene, we have similar awards known as the Oscar Awards.

Current Special Awards:

Academy Honorary awards: since 1929

Academy Scientific and Technical Awards: since 1931

Gordon E. Sawyer award: since 1981

Nobel Peace Prize: since 1960

- a) Type the above passage in and save it as it as east Africa. **(4 Marks)**
- b) Change the layout of the document to sizeA4 (8.27" x 11.69") and landscape orientation. **(3 Marks)**
- c) Format the entire document as follows:
 - i) Font size 14 **(2 Marks)**
 - ii) Alignment Justified **(2 Marks)**

- iii) Insert a watermark as your name (2 Marks)
- iv) Add header and footer to your own specification (3 Marks)
- v) Choose an appropriate theme of your choice with a black background (3 Marks)
- d) Create a bulleted list on the **Current Special Awards** (3 Marks)
- e) Apply *Word Art* to the subheading MOS Awards. (3 Marks)
- f) Insert the following table that shows the upcoming events of MOS Awards just after the Current Special Awards: (3 Marks)

Ceremony	Date	Category	Venue
3 rd MOS Awards	20 th July 2014	Kadongo Kamu	Kyadondo Rugby Grounds
5 th MOS Awards	20 th Sept 2016	Best Drama	Sheraton Grounds

- g) Insert in the table the row below: after the last sentence in the passage above (2 Marks)

4 th MOS Awards	12 th May 2015	Best comedy	Nabinoonya Beach
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QUESTION TWO (15 MARKS)

The table below shows **Housing levy** Property for rent

Housing_Ref	Area	Type of House	Feature	Rentper Month (Shs)
H002	South	Detached	Waterfall	150,000
H006	South	Bungalow	Pool	200,000
H008	West	Bungalow	Pond	350,000
H005	South	Detached	Pool	100,000
H003	North	Semi-detached	Courtyard	95,000
H004	West	Bungalow	Fishpond	190,000
H001	South	Semi-detached	Pool view	600,000
H007	North	Terraced	Pool view	500,000

- a) Create a database and save it as your name and ID number (2 Marks)
- b) Design a table with appropriate data types to capture the given table. Set Housing_Ref as the primary key for the table. Name it Housing Cooperative table. (2 Marks)
- c) Create a form from the Housing Cooperative table and name it as Levy form. Use the form to enter the given data. (2 Marks)
- d) Include in the Levy form a field for calculating a three-month rent. Name the field Total Rent. (2 Marks)
- e) Insert your name and personal number as a footer in the levy form. (2 Marks)
- f) Design a query to display detached houses in the south. Save it as Detached. (2 Marks)

g) Sort by Type of House the data in housing cooperative Table. Save it as Sorted Table. (2 Marks)

h) Save it in pdf format. (1 Mark)

QUESTION THREE (15 MARKS)

The following table was extracted from a report to be delivered to the community by the district health officer in your area about malaria epidemic.

The table shows reported cases of malaria and malaria related deaths in the area from January to June.

Month	Reported Cases	Related deaths
January	80	04
February	100	05
March	98	01
April	87	03
May	70	02
June	60	01

You have been entrusted with the task of preparing a five-slide presentation on the epidemic

Make a five-slide presentation for the workshop as follows;

SLIDE 1: Should include the title and name of the presenter. Insert a hyperlink to the presenter's personal website. (2 Marks)

SLIDE 2: Insert the given table. Include a slide title. (2 Marks)

SLIDE 3: Use the information in the table to create a column chart. (2 Marks)

SLIDE 4: Should include ways of preventing malaria. (3 Marks)

SLIDE 5: Conclusion (2 Marks)

Addition information

i) Have your name and Admission number as a header (1 Mark)

ii) Run every after one minute (1 Mark)

iii) Have minimal and appropriate graphics (1 Mark)

iv) Save the presentation malaria. (1 Mark)

QUESTION FOUR (15 MARKS)

You have been hired as an administrator in an organization engaging in community

work. At the end of each month you are required give a detailed report to the management about the status of the operation. Being computer proficient, you opt to use Microsoft PowerPoint to effectively communicate during the presentation. Prepare a sample presentation that you would present that may include but not limited to the following.

Slide one: Topic and your name. (1 Mark)

Slide two: Names of the Vulnerable communities served. (1 Mark)

Slide three: Kind of support given to the communities served. (1 Mark)

Slide four: List of staff involved in Community work. (1 Mark)

Slide five: Expenses incurred in various tasks. (1 Mark)

Addition information

i) Use design template of your choice (2 Marks)

ii) Apply slide transitions of your choice (2 Marks)

iii) Use background colours of choice. (2 Marks)

iv) Apply custom animations of your choice (2 Marks)

v) Save your presentation save, Administration, in your folder. (2 Marks)

QUESTION FIVE (15 MARKS)

D16				
	A	B	C	D
1	NAIROBI TRADERS			
2	SALE OF SONY 52" TV STS			
3	MONTH	QUANTITY SOLD	SELLING PRICE PER UNIT	SALES PER MONTH
4	JANUARY	5	50,000	
5	FEBRUARY	10	50,000	
6	MARCH	10	55,000	
7	APRIL	12	55,000	
8	MAY	15	50,000	
9	JUNE	20	50,000	
10			TOTAL SALES	
11			MAXIMUM SALES	
12			MINIMUM SALES	
13			AVERAGE SALES	
14				
15				

a) Enter the data above in Microsoft Excel as save the file as, sales. (4 Marks)

b) Using a formula, calculate the sales per month. (2 Marks)

c) Compute the total sales for all the months using a function. (3 Marks)

d) Calculate the following;

i) Maximum sales (2 Marks)

ii) Minimum sales (2 Marks)

iii) Average sales (2 Marks)