

451/2
COMPUTER STUDIES
Paper 2
(PRACTICAL)
MARCH/APRIL 2017
Time 2 ½ HOURS

EVALUATION TEST - 2017
Kenya Certificate of Secondary Education (K.C.S.E)

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COMPUTER STUDIES
Paper 2
(PRACTICAL)
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INSTRUCTIONS TO CANDIDATES

1. Type your name and index number at the top right hand corner of each printout
2. Sign and write the date of the examination below the name and index number on each printout
3. Write your name and index number on the compact disks
4. Write the name and version of the software used for each question attempted in the answer sheet
5. Passwords should not be used while saving in the compact disks
6. Answer all the questions
7. All questions carry equal marks
8. All answers must be saved in your compact disks
9. Make a printout of the answers on the answer sheets provided
10. Hand in all the printouts and the compact disks

This paper consists of four printed pages. Candidates should check the question paper to ensure that no questions ismissing.

1. (a) (i) Create a folder and name it as **MWANZO**. (1mk)
 (ii) Using a word processor application, create the document below as it appears. (22mks)
 (iii) Set the page to A4 size, with the following margin settings: (5mks)

Top: 1.5cm
Bottom: 1.25cm
Left: 2cm
Right: 1.84cm
Gutter 0.4cm

ICT TOOLS FOR EDUCATION

Worldwide research has shown that ICT can lead to improved student learning and better teaching methods. A report made by most researches, proved that an increase in student exposure to educational ICT through curriculum integration has a significant and positive impact on student achievement, especially in terms of "Knowledge · Comprehension" · "Practical skill" and "Presentation skill" in subject areas such as mathematics, science, and social study.

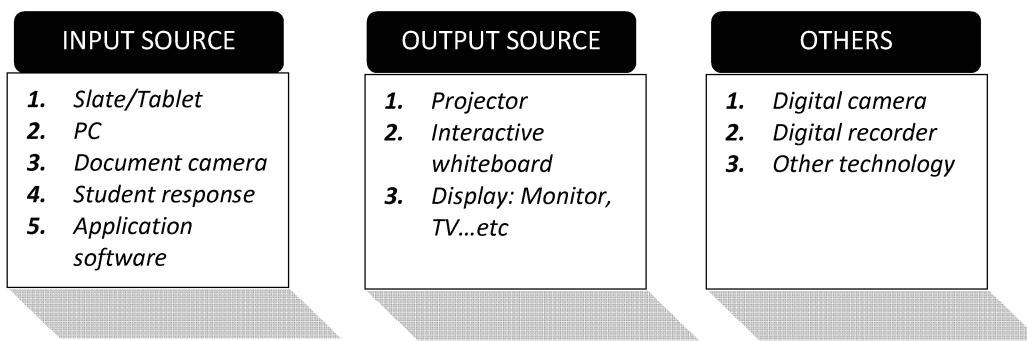
The following are the advantages and disadvantages of ICT tools for education:

ADVANTAGES

- Through ICT, images can easily be used in teaching and improving the retentive memory of students.
- Through ICT, teachers can easily explain complex instructions and ensure students' comprehension.
- Through ICT, teachers are able to create interactive classes and make the lessons more enjoyable, which could improve student attendance and concentration.

DISADVANTAGES

- Setting up the devices can be very troublesome.
- Too expensive to afford.
- Hard for teachers to use with a lack of experience using ICT tools.



(iii) Save the document as **Mwanzo_ICT** in the folder created in (i). (1mk)
 (b) Save a copy of the document created above as "**Mwanzo_edit**" in the folder created. (1mk)
 (c) (i) Apply the following formats to the first paragraph

- Change to two columns with a line between. (2mks)
- Set the line spacing to 1.5 (1mk)
- Set a first line indent (1mk)
- Modify the paragraph to appear justified (1mk)

 (ii) Insert a header to include your first name (1mk)
 (iv) Paginate your document using the format "**page x of y**" (1mk)
 (d) Apply a page border to the whole document with the following specifications: (3mks)

- **Style:** Double line
- **Border color:** Green Accent 6
- **Border width:** 2½pt

(e) (i) Insert a table at the end of the document and enter the following data.

(4mks)

SERIAL NO	INPUT/OUTPUT/PROGRAM SOURCES	COST
TL-002	Slate/Tablet	8000.00
PC-001	PC	36000.00
PR-002	Projector	47000.00
DG-001	Digital camera	12000.00
APP-001	Application software	11500.00

(ii) Insert the title “APPROXIMATE SOURCES COST” to occupy the first row of the table and align it to Top Centre (2mks)

(iii) Using a formula, find the cost of the most expensive item. (2mks)

(f) Print the document. (2mks)