

THE UNITED REPUBLIC OF TANZANIA
NATIONAL EXAMINATIONS COUNCIL
CERTIFICATE OF SECONDARY EDUCATION EXAMINATION

036/2

INFORMATION AND COMPUTER STUDIES 2
(PRACTICAL)
(For School Candidates Only)

Time: 3 Hours

Thursday, 17th November 2016 a.m.

Instructions

1. This paper consists of **three (3)** questions.
2. Answer any **two (2)** questions.
3. Each question carries **twenty five (25)** marks.
4. Save your work on the desktop in the folder named by your examination number. **You are not allowed** to save your work by using your name or school name.
5. Save your work by using the 1997-2003 version of the MS Office software you are using.
6. Submit printed **hardcopy** together with the **softcopy** of your work(s).
7. Check whether the **printed** work(s) are similar to the **softcopy** saved in the folder.
8. Cellular phones are **not** allowed in the examination room.
9. Type your **Examination Number** on every page of your softcopy work(s).



1. (a) Using the Microsoft excel of your choice; create a worksheet in a landscape format using the information in the table below; bold, wrap, align all headings on top and save it as Kigogo hotel.

1	Kigogo Hotel			
2				
3	S/N	Employee Name	Worked hours	Rate per hour
4	1	Bahati	59	22000
5	2	Helen	66	11000
6	3	Luka	95	33000
7	4	Eunice	78	45000
8	5	Wale	55	25000
9	6	Rachel	98	32900
10	7	Sos	123	22200
11	8	Ham	100	16100
12	9	Masy	88	10000

- (b) Insert columns for Gross Salary, PAYE, Aids Levy, Housing allowance, Transport allowance and Net salary.
- (c) Using the appropriate formula for each column inserted above, calculate:
- The Gross salary
 - PAYE
 - Aids levy
 - Housing allowance
 - Transport allowance and
 - Net salary

Given that:

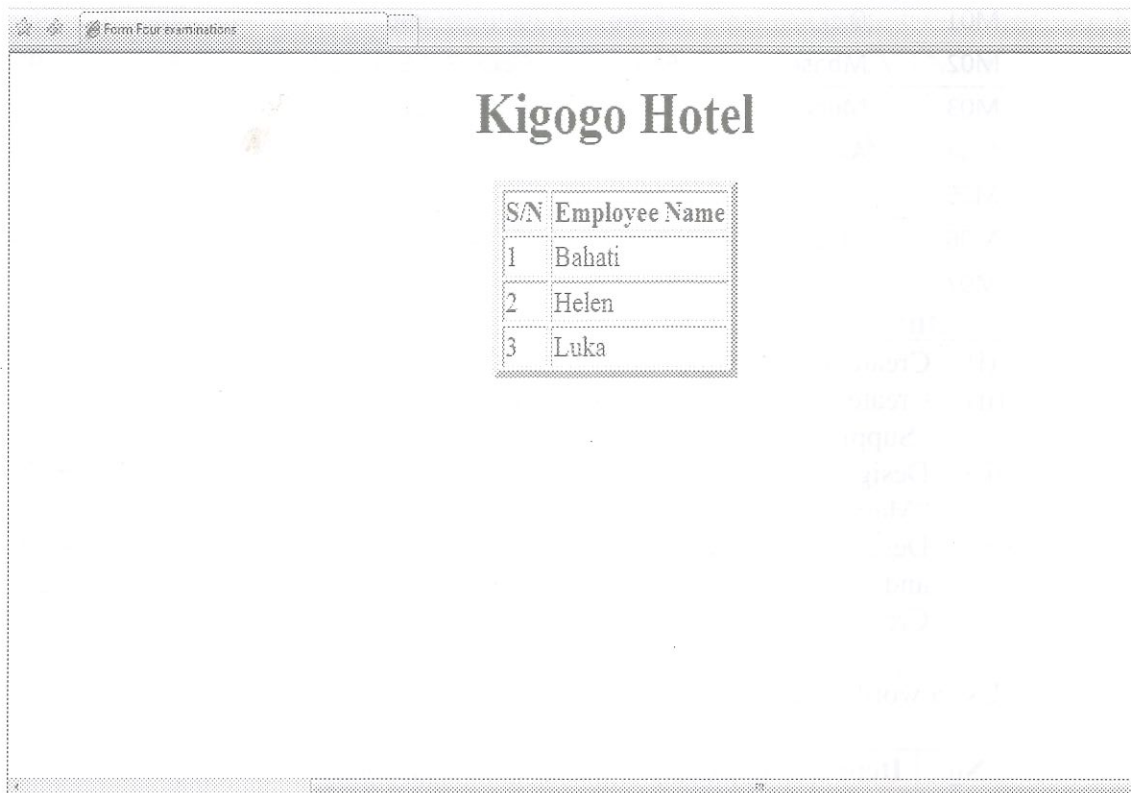
- PAYE is 16% of Gross salary
- Aids levy is 3% of Gross salary
- Housing allowance is 15% of Gross salary
- Transport allowance is 10% of Gross salary

- (d) Insert a Bubble chart of Employees' names against Housing allowance. Save it as "Housing allowance".

- (e) Using the basic HTML codes, create a webpage as shown in the snapshot below.

Description of the webpage

- The heading level should be one.
- Table border should be four.



- (f) Print your work(s).

2. Malaria is one of the major killer diseases in Africa. As an informed person, you are required to design a slide show on Malaria as one of the outbreak diseases. You are required to create five (5) content slides with the following description:
- Slide one should elaborate on the causes and spread of Malaria.
 - Slide two should focus on any two symptoms of Malaria.
 - Slide three should include treatment of Malaria.
 - Slide four should include prevention of Malaria.
 - In slide five insert title for the presentation, with link to all the above four slides. Use back, next and home action buttons to link one slide to another.
- (f) Print the titled slide, slide one, slide three and four together as a handout scaled to A₄ paper size.
- (g) Save your presentation in slide show format as Malaria slide show.

General guidelines:

- Insert your examination number as a footer for all slides.
- All slides should have the same design view.

3. (a) The table below shows food items purchased at Mapanda secondary school. Create a database called “Mapanda” to manage Mapanda foods supply.

Supplier ID	Supplier Name	Food item	Contacts	Quantity in stock	Unit price(shs)
M01	Dick	Maize	0765-453667	70	900000
M02	Mbase	Beans	0666-345621	30	190000
M03	Mula	Oil	0555-111111	20	200000
M04	Ali	Soya	0444-222222	10	100000
M05	Jesca	Rice	0677-121212	30	500000
M06	Muba	Groundnuts	0784-000000	17	300000
M07	Ponda	Fruits	0678-383838	300	120000

- Create the table above and name it “food supply” and enter data.
 - Create a form showing ID, supplier name, quantity in stock, unit price and name it “Supplier form”.
 - Design a query to filter suppliers whose contact begins with “067”. Save it as “Mapanda-1”.
 - Design another query to extract food items whose unit price is above shs 200000 and the quantity in stock is greater than 20. Save it as “Mapanda-2”.
 - Create a food supply report. Save it as “food report.”
- (b) Use a word processor of your choice to type the table below:

No	Item	Quantity	Price	Amount
1	Bulb	20 Bunches	20000	400000
2	Rice	30 kg	1000	30000
3	Meat	15 kg	2000	30000
4	Soda	5 kg	40000	200000
5	Mineral water	6 Boxes	4000	24000
Total Amount Required				

Guidelines:

- The font type must be verdana and font size 16.
 - Add footer with the words “drafted by your examination number”.
- (c) Save as club budget and print your work in part (a) and (b) above.