451/2
COMPUTER STUDIES
Paper 2
(PRACTICAL)
MARCH/APRIL 2015
2 ½ hours

MOKASA JOINT EVALUATION EXAMINATION
Kenya Certificate of Secondary Education
COMPUTER STUDIES
Paper 2
2 ½ hours

Marking Scheme

This paper consists of 5 printed pages.
Check the marking scheme to ascertain that all pages are printed as indicated and that no questions are missing.

QN	SECTION	ACTIVITY	MAX MARK	MARKS AWARDED
1	a	Creating folder "**Harper**" ½mk Correct filename "**MOCKING_BIRD**" ½mk Fully typed text - The two headings @ ½mk - 5 paragraphs @ ½mk Drawing using auto shapes - Each correct autoshape type@½ mk x 3shapes - Shadow effect on flowchart document symbol - ½mk - Text inside autoshape @½mk - Word art accompanying diagram - 1mk	8mks	
	b	Creating a copy and renaming it to "MOCKING_BIRD 2"	1mk	
		(i) Drop cap - Inserting - 1mk - Dropping by two lines – 1mk	2mks	
		(ii) Bulleting - 3 bullets @1mk	3mks	
		(iii) Converting the first paragraph three columns @1mk	3mks	
		(iv) FORMATTING the heading "TO KILL A MOCKINBIRD" - *Right alignment* - 1mk - *Arial black,* - 1mk - *font size 18,* - 1mk - *Underlined* - 1mk	4mks	
		(v) Proofreading – Check if the misspelled word "rasism" is changed to "racism" – 1mk	1mk	
	c	(vi) PAPER SIZE & MARGIN SPECIFICATIONS - Correct paper size A4- 1mk - Margins (Top, Bottom, Right, Left) @½mk x 4	3mks	
		(vii) LINE SPECIFICATION - The last two paragraphs @1mk	2mks	
		(viii) HEADER - Inserting admission number and name @1mk	2mk	
		(ix) MOVING 1st paragraph below drawing - Moving & correct placement – 1mk	2mks	
		(x) HANGING INDENT - To the paragraph which starts with "To Kill a Mockingbird is unusual…"	2mks	
		(xi) FIND & REPLACE - "racism" with "racial discrimination"	2mks	
		(xii) RIGHT ALIGNMENT - 1st paragraph which starts with "To Kill a Mockingbird is unusual…" aligned to right - ½mk	1mk	
	e	PAGINATION - Inserting with correct format **"page x of y"** - 1mk - Inserting page without format - 1mk	2mks	
	f	PAGE BORDER – WHOLE DOCUMENT - Double line border style -1mk, incorrect style award - ½mk - Blue border color –1mk - Border width 2¼pt – 1mk	3mks	

g	CREATING TABLE			
	(i)	Creation of table with data provided	3mks	
	(ii)	TABLE TITLE – Inserted in the first row and centered @1mk	2mks	
	(iii)	TABLE border (Any style or width) – 1mk	1mk	
	(iv)	Calculate the average cost of books automatic ally using a formula/function	2mks	
h	PRINTING - MOCKING_BIRD 1mk - MOCKING_BIRD 2 1mk		2mks	
	TOTAL		**50mks**	

	SECTION	ACTIVITY	MAX MARK		MARKS AWARDED
Q 2	(a)	Creating database named PROJECT	1mk	1	
	(b)	**STUDENTS TABLE** Creating and naming the table Creating and naming fields Correct field data types	1mk 1mk 1mk	3	
		SUPERVISORS TABLE Creating and naming the table (SUPERVISORS TABLE) Creating and naming fields Correct field data types	1mk 1mk 1mk	3	
		SUPERVISION TABLE Creating and naming the table (SUPERVISION TABLE) Creating and naming fields Correct field data types	1mk 1mk 1mk	3	
	(c)	**Primary keys** STUDENTS TABLE SUPERVISORS TABLE SUPERVISION TABLE	1mk 1mk 1mk	3	
	(d)	Two relationships(correct fields)	2mks	2	
	(e)	**Entering data in the three tables** STUDENTS TABLE SUPERVISORS TABLE SUPERVISION TABLE	3mks 3mks 3mks	9	
	(f)	Creating forms (Forms with all fields) STUDENTS SUPERVISORS SUPERVISION	1mk 1mk 1mk	3	
	(g)	Creating query name Balance Display students details (Name, gender, fee balance) Computation balances for each student	1mk 1mks 2mks	4	
	(h)	Creating query name Balance2 Display students details - Name, project title and fee balance above 20 000	1mk 3mks	4	
	(i)	Creating a chart Title Axes bars	1mk 1mk 1mk	3	
	(j)	Creating a report SUPERVISION Selection of fields to display students' names, project title, names of supervisors and supervision dates	1mk 4mks	5	
	(k)	Report title as "SUPERVISION PER LECTURER"	2mks	2	
	(l)	**Printing :** **Tables** : STUDENTS TABLE, SUPERVISORS TABLE, SUPERVISION TABLE **Query**: BALANCE and BALANCE2 **Report**: SUPERVISION	2mks 2mks 1mk	5	
		TOTAL	**50mks**		