

KINGS COLLEGE BUDO

HOLIDAY WORK TERM ONE

SUB-ICT S.6 paper two

Question One

- a) Create a data base and save it as **your name**
- b) Design the table below with the following adjustments and populate it. Save it as **Book table**
 - **Field size for book title =25**
 - **Date format = dd/mm/yyyy**
 - **Use lookup wizard to enter Publisher name**
 - **Validation rule for number in stock = “not below 10”**

Book No	Book title	Book author	Number in stock	Publisher	Date of release
H001	History of Africa	Namoso Richards	50	Manda	12/12/1990
H002	European history	Henry Dani		Benta	10/03/2000
H003	Napoleon	Rutu Topher	30	Manda	12/05/1999
G001	High lands	Isaac Hamza		Manda	12/03/2000
G002	Living geography	Opera Sandra	55	Manda	04/05/2005
G003	Mountain insects	Wangwe Badru	40	Abote	01/03/2005
C001	Computer studies	Riguth David	12	Kema	20/03/1999

- c) Create a form that will help to feed data into the table and supply a formula to double the stock for each book and save it as **Entry form**
- d) Insert a header of your name in the form

- e) Create a query that will filter only books published by Manda with book titles starting with letter H or N save it as **Manda Query**
- f) Create another query that will display all books released on the 3rd day of each month but not in stock. Save it as **Third Query**
- g) Produce a report from the query called Manda and save it as **Final report**

Question two

(b).The following spreadsheet shows employees of **Mwana Company**

	A	B	C	D	E	F	G	H
1	Name of employee	Basic pay	Transport allowance	Night duty allowance	Gross pay	Revenue tax	Net pay	Category
2	Andrew	200000	20000					
3	Joseph	500000	30000					
4	Ritah	500000	15000					
5	Abdu	300000	50000					
6	Ali	400000	30000					
7	James	300000	20000					
8	Among	100000	10000					
	Revenue tax	10%						

Open up a spreadsheet application and enter in the given data.

Useful information

Gross profit is the equivalent of basic pay plus all allowances

Net pay is the equivalent of gross pay minus tax

Each employee is to get a value of shs 20000 as duty allowance

- a) Insert anew row above the data table and type the heading **Mwana Co .Payroll.**
- b) Use absolute cell referencing to calculate the revenue tax for all employees which is 10% of the basic pay.
- c) Use relevant formulas to determine the:

- a. Gross pay
- b. Net pay
- c. Value for the highest tax payer
- d) Sort your table in ascending order according to net pay.
- e) Employees whose Revenue tax is less than 40,000 are categorized as **Lazy**, those between 40,000 and 60,000 **Promising** while others **Active**. Use
 - (i) IF function
 - (ii) Vlookup function
 - (iii) Lookup function
 to determine the category of each employee.
- f) Apply a printable boarder on the whole table
- g) Create an area chart that will consider **Employee names** and **net pay**
- h) Transfer a chart to a new sheet
- i) Insert a footer of your name
- j) save the **My work_** (your name)work as the work

Question three

The following table represents a database table from WILBAAIRLINE

ID	Name	Date of Travel	Luggage weight	Transport Fee	Destination	Return Ticket
X010	Mande J	10/01/2013	25kg	20,000,000	London	√
X011	Geoege P	11/05/2014	10kg	10,000,000	China	√
X012	Handrew L	01/11/2013		12,000,000	China	
X013	Guuds T	28/10/2015	50kg	8,000,000	Ethiopia	√
X014	Mandela F	30/10/2015	30kg	30,000,000	London	√
X015	Kalulu P	12/12/2012		6,000,000	Ethiopia	
X016	Tusitusi M	16/10/2016		13,000,000	China	√
X017	Aluku B	01/05/2016	6kg	2,000,000	London	

- a) Create **WILBA AIRLIN'S** data base
- b) Design a table to store the travelers' data and save it **Travelers**.
 - Format the fee field with units “shs”
 - The name field size should be formatted to 23
 - Use the lookup wizard in the destination field

- The field name should be formatted such that each entry results to automatic Upper case
- c) Create a form to calculate the discount given to each traveler. Save it as **Discount**. (NB discount is 15% of the fee)
- d) Create the following queries.
 - To select travelers who travelled in the month of October save it as **October**
 - To select travelers without luggage and did not have a return ticket. save it as **No return**
 - To select travelers who paid a fee that is greater or equal to shs 11,000,000 or less than 8,000,000 save it as **G and L**.
- e) Make a report from a query called **G and L** and save it as **Ended**.
- f) Insert a header of your name on the report.
- g) Save your work.

END