

COMPUTER APPLICATIONS**Paper 2****(PRACTICAL)****Writing Time: 2 hours****Total Marks: 50****READ THE FOLLOWING DIRECTIONS CAREFULLY.**

1. Do not write for the **FIRST FIFTEEN MINUTES**. This time is to be spent reading the questions. After having read over the questions, you will be given **2 HOURS** to answer all questions.
2. Create a folder in My Documents with your **INDEX NUMBER** as the **FOLDER'S NAME** in the computer provided to you by the visiting examiner. Save all your work in this folder.



For example: Your folder should look \longrightarrow 01008045001 for a candidate whose **Index No** is **01008045001**

3. In this paper, there are **two questions**: **BOTH** questions are compulsory. The intended marks for a question or its parts are stated in the brackets.
4. Read the directions to each question carefully and save all your answers in the computer provided to you by the examiner.
5. **DO NOT** leave the examination hall before you have made sure that you have answered all the required number of questions.
6. **SAVE YOUR WORK** from time to time to prevent loss of work due to unexpected power failure or hardware / software problem.

FOR VISITING EXAMINERS ONLY

1. Make sure the computer **laboratory network remains disconnected** throughout the practical exam.
2. **Create New User Accounts** exclusively for the examination.
3. Please ensure that the computers are identified with unique three digit numbers (e.g. 001, 002,..., 999) before they are allotted to the candidates.
4. The identity numbers of the computers must be mapped to the index numbers of the candidates using them and the same should be shown in the seating plan.
5. Prepare the hard copy of the map of the candidates' locations (Seating Plan) in the examination laboratory by using their index numbers as explained in the ***Rules and Regulations for the conduct of Public Examinations in Bhutan, 2007.***
6. Make sure that the examinee has saved all his / her work properly in his / her folder before leaving the exam laboratory.
7. Please transfer the works of the candidates to USB memory stick and CD only for sending to evaluation camp.
8. Delete the works of the candidates completely from the computers after their works are successfully transferred to USB memory stick and CD.
9. In case a candidate has an empty file, discuss the case with the Convener and Supervising Examiner and explore the possibilities of conducting the practical examination with the particular candidate preferably on the same day.
10. Under any circumstances, no empty file should be sent without the written remarks by the visiting examiner, supervising examiner, convener and candidate concerned.
11. Please arrange to send the practical examination documents (USB memory stick , CD, seating plan, etc.) to the evaluation camp like other BBE Examination documents.
12. Please make sure that students do not carry mobile phones.

INSTRUCTIONS

This paper has TWO questions.

The questions require full use of computer.

All the questions are compulsory.

Your work must be saved in the computer provided.

Make sure you saved your work properly.

Question 1

[35 Marks]

- a. Using MS-Access create a database named *StudentDb* to keep information about the students. [2]
- b. Create a table using any method and name it as *StudentBioData* with the fields: *Roll No.*, *Name*, *Class*, *DOB* and *Address* (Use only the name of the Dzongkhags in address). [2]
- (i) In the table *StudentBioData* assign appropriate data types to all the fields and assign the primary key. [2]
- (ii) Create a form for the table *StudentBioData* with your own choice of format. In the form design a *Combo box* and name it as *Dzongkhag* for the address and enter any eight Dzongkhags in it. [3]
- (iii) Use the form to enter six to eight records into the table *StudentBioData*. [3]
- c. Create a table and name it as *Marks* with the fields: *RN*, *Sex*, and *Marks*. [2]
- (i) In the table assign data types to fields and make a relationship between the table *StudentBioData* and table *Marks*. [3]
- (ii) Use a simple form wizard to enter the required number of records into the table. [3]
- d. Using the design view create the following queries of the tables *StudentBioData* and *Marks*.
- (i) A query named *InfoQuery* to display the *Name*, *Sex*, *Class*, *DoB* of every student above class 7. [2]
- (ii) A query named *DoBQuery* to view all students who were born in and after 1988.

- (iii) A query named *Result Query* to view the names of students who failed and passed assuming the pass mark in *Marks* as 40. [2]
- (iv) A query named *NameStartQuery* to view all the names beginning with letter *D*. [2]
- e. A parameter query named *AddQuery*, when run, will display a dialog box asking you to enter a Dzongkhag and then displays the names of students coming from the Dzongkhag that you enter. [3]
- f. Build a report named *StudentDetails* by selecting appropriate fields from above tables and queries to display all the information on each child. In design view format the report by using the appropriate background, colors and formats of your own choice. [5]

Question 2**[15 marks]**

- (a) Using MS PowerPoint, prepare a write up in form of a slide show consisting of not less than six slides to explain the working of the StudentDb database in question 1. Include the following features
- i. different slides should have different layouts on a master slide. [3]
 - ii. use of design template ,background colors ,proper formatting of fonts, alignment of text and clipart. [5]
 - iii. include of animation , sound, word art and timing of slides in logical order.[2]
 - iv presenter notes. [2]
- (b) The slides should be neat, tidy and to the point only including relevant information on the design of database. [3]