fCOMPUTER APPLICATIONS
Paper 2
(PRACTICAL)
Writing Time: 2 hours
Total Marks: 50

READ THE FOLLOWING DIRECTIONS CAREFULLY.

1. Do not write during the **FIRST FIFTEEN MINUTES**. This time is to be spent on reading the

    questions. After having read 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 NAME** in

    the computer provided to you by the visiting examiner. Save all your work in this folder.

    For example: Your folder should look   012071090123   for a candidate whose **Index No** is

    012071090123.

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 for each question carefully and save all your answers in the computer.

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.

Computer Application [50 marks]
(Paper 2) Practical
Writing Time: Two Hours

Instructions
There are **TWO** questions
The questions require full use of computer.
All the questions are compulsory.
Make sure you save your work properly.

Question 1   **[35 Marks]**

a. Using MS-Access create a database named **"Electricity Bill Database"**

   to keep the records of amount collected from the consumers.   **[1]**

b. Create a table named *"Consumers Detail"* with the following fields:

   Consumer ID, Name, Gender, Designation, Contact No, Dzongkhag using

   appropriate data type.

   Criteria;

   - Assign primary key to Consumer ID.
   - Use Lookup Wizard for Dzongkhag and enter at least eight

     Dzongkhag names.
   - Use Input Mask Wizard for Contact No (Eg.975-02-326974)   **[6]**

c. Create another table named **"Bill Report"** with the following fields:

   Consumer ID, Bill No, Unit Consumed, Rate, Due Date using appropriate

   data type. Assign primary key.   **[2]**

d. Establish an appropriate relationship between the two tables you have created.   **[1]**

e. Design a form which includes all the fields from *"Consumers Detail"* table

   and name it *"Consumers Detail Form"*. Use suitable background colours and

   fonts. Use Combo Box Wizard for *Gender* field.   **[4]**

    i.   Enter SIX records using *"Consumer Detail Form"*.   **[2**

f. Design another form which includes all the fields from *"Bill Report"* table
   and name it *"Bill Report Form"*. Use suitable background colours and fonts.   **[3]**
    i.   Enter SIX records using *"Bill Report Form"*   **[2]**

g. Design a query named *"Bill Payment Query"* to display Consumer ID, Bill No,
   Name, Units Consumed, Rate, Net Payable, Due Date.

           Hint: *Net Payable= Units Consumed × Rate*   **[3]**

h. Design a query named *"Max Payer Query"* to display consumers who pay
   more than Nu.1000.   **[2]**

i. Design a query named *"Dzongkhag Query"* to display consumers from
   Bumthang Dzongkhag.   **[2]**

j. Design a query named *"Name Query"* to display consumers whose names
   end with letter "n".   **[2]**

k. Generate a neat and tidy report named *"Electricity Bill Report"* to display
   information of each individual with Consumer ID, Bill No, Name, Gender,
   Designation, Contact No, Dzongkhag, Units Consumed, Rate, Net Payable
   and Due Date. Your report should have an appropriate title, page number
   and date. Use suitable background colours and fonts.   **[5]**

Question 2 [15 Mark...]

    a. Using MS Power Point, prepare a presentation in the form of slide show
to explain the working of *Electricity Bill Database* in **Question 1**.
Save your presentation as *"Bill Database Presentation."* **[1]**

The slides show should include:

1. At least six different slides with different layouts. **[2]**
2. Attractive design templates. **[1]**
3. Appropriate background colours and font colours (Colour Contrast). **[1]**
4. Appropriate fonts and alignments of texts. **[1]**
5. Relevant clip arts, word arts and snapshots from the database. **[2]**
6. Proper animations and transitions. **[3]**
7. Appropriate timing of slides in logical order. **[2]**
8. The slides should be neat, tidy and to the point only including relevant
information on the design of the database. **[2]**