

Computer Paper Two Marking Scheme

Name ..... School .....

Q1	Description	Marks	Marks Awarded
(a)	Saving the file with Name Biogas Main	2	
	Title as Biogas Plant	1	
	Title center aligned and Bold	1	
	Numbering paragraph 1.0	1	
	Sub title Domestic Biogas	1	
	General presentation Bold and Initial caps	1	
	Methane Subscript	1	
	Table 1 Caption	1	
	Table 1 Availability	1	
	Table 1 All Borders	1	
	Table 1 Completeness @ 1 mark Max 4	4	
	Table 1 Shading	1	
	Numbering paragraph 2.0	1	
	Sub heading in paragraph 2@1 mark max 4	4	
	Initial Caps for sub heading @0.5 mark max 2	2	
	Figure 1 Caption	1	
	Three Circles @1 mark max 3	3	
	Texts labels in the figure @ 1 max 3	3	
	Caption Figure 2	1	
	Figure 2 Availability	1	
	Correct Text label @1 max 6	6	
(b)	Create a piechart		
	Availability	1	
	Correct parameters @1 mark max 3	3	
	Correct title	1	
(c)	Copy Chart to a new document	1	
(d)	Insert		
	Page number at the bottom center of the page	1	
	Biogas Technology is Eco friendly as a footer	1	
	Your index number and Name as header	1	
(e)	Replace the word used with utilized	1	
(f)	Print <b>Biogas Main and Chart @ 1 mark max 2</b>	2	
	<b>Total</b>	<b>50</b>	

Q2	Description	Marks	Marks Awarded
(a)	Create a database file and name it Chianda	2	
(b)	Normilization @1 mark Max 2	2	
	Key field table 1	1	
	Correct Data Type @1 mark Max 4	4	
	Table 2 Foreign Key	2	
	Table 2 Correct Data Type @1 mark max 3	3	
(c)	Input Form 1 Correct Name	1	
	Correct Controls @ 1 mark max 4	4	
	Input Form 2 Correct Name	1	
	Correct Controls @ 1 mark max 4	4	
(d)	Correct Relationship 1 to Many	2	

(e)	Validate payment to Y or N	2	
(f)	Create Query Increment All fields available	1	
	Query increment correct calculation (Check builder)	1	
(g)	Create Query Paid All fields available	1	
	Correct criteria	1	
(h)	Create Query Number	1	
	Assig Paid to 1 and Unpaid to 0	2	
(i)	Create a report with a title Chianda Employees	1	
	Report title @1 mark max 5	5	
(j)	Sort the records in the report Alphabetically	2	
(k)	Corect Text for Footer INDEX NUMBER	1	
	Corect Text for Header SALARY REPORT	1	
(l)	Compute Total Salary	2	
(m)	Print Increment , Paid and Chianda Employees	3	
	Total Mark	50	