

Name: \_\_\_\_\_ Index No: \_\_\_\_\_

2920/202B  
COMPUTER APPLICATION II  
Practical  
November 2012  
Time: 1 hour

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



THE KENYA NATIONAL EXAMINATIONS COUNCIL

DIPLOMA IN INFORMATION COMMUNICATION TECHNOLOGY

MODULE II

COMPUTER APPLICATION II

Practical

1 hour

**INSTRUCTIONS TO CANDIDATES.**

*Write your name and index number in the spaces provided above.*

*Sign and write the date of examination in the spaces provided above.*

*You have ten minutes to read through the instructions and questions before starting the examination.*

*Any problem with the computer should be reported to the invigilator immediately.*

*Direct any question(s) to the invigilator only. Conversing with fellow students may lead to disqualification.*

*Write your name and index number on the Rewritable CD.*

*Type your name as a header on each sheet of paper used.*

*This paper consists of TWO tasks. Perform the TWO tasks.*

*Each task carries 20 marks.*

*Read the instructions of each task carefully.*

*Print on one side of the paper(s) only and use a fresh sheet of paper for each task.*

*Hand over your printed and the Rewritable CD to the invigilator at the end of the examination.*

**This paper consists of 5 printed pages.**

**Candidates should check the question paper to ascertain that all the pages are printed as indicated and that no questions are missing.**

## SPECIFIC INSTRUCTIONS TO CANDIDATE

1. Create a folder named **KNECEXAM** on the desktop to store all the work done in this paper.
2. Ensure that the **KNECEXAM** folder and all its contents is burnt onto the **Rewritable CD** at the end of the examination



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**TASK 1**

(a) Open a Computer Aided Design program in metric option and apply the following as default settings:

- (i) drawing limits: 0.000x0.000, 400.000 x250.000 (1 mark)
- (ii) decimal: 0 decimal places (1 mark)
- (iii) snap and grid: 5 (1 mark)
- (iv) units: millimetres (1 mark)

(b) (i) Figure 1 shows a front and plan elevations of a geometrical block drawn in first angle projection. Draw the two views using the dimensions indicated. Show all the dimensions in the drawing. (14 marks)

(ii) Save the drawing as *Geometry2d* in the **KNECEXAM** folder to print out later. (2 marks)

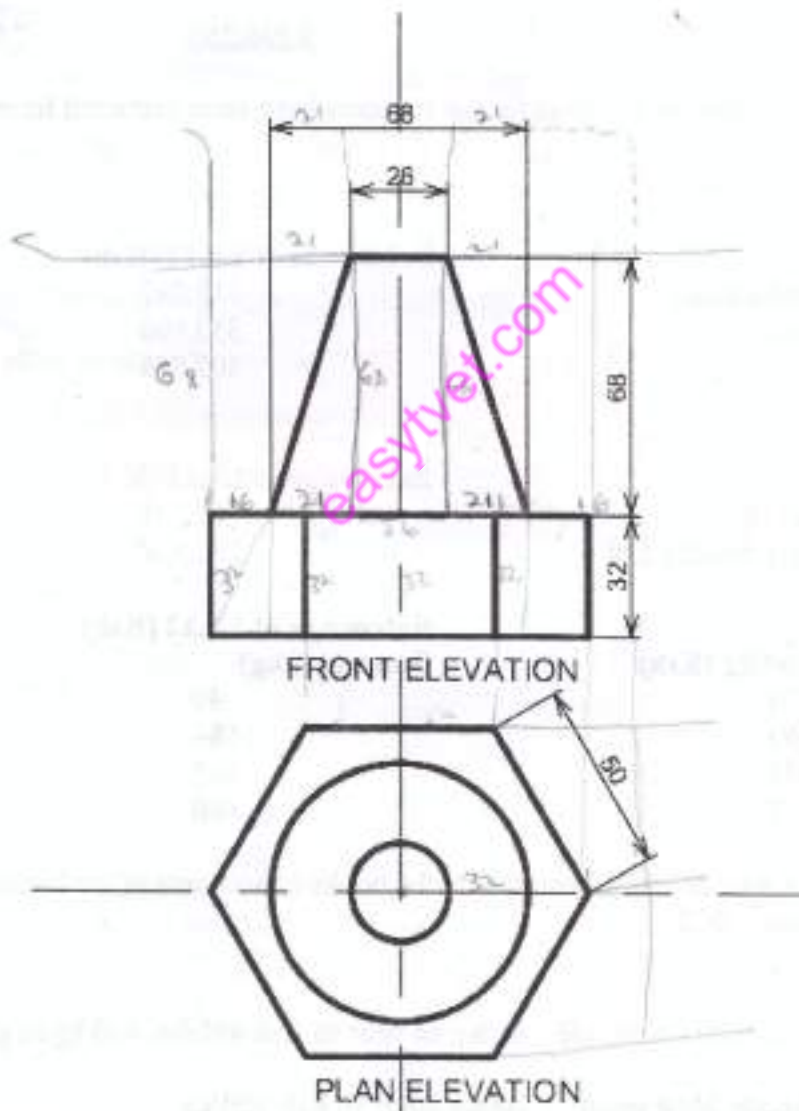


Figure 1

## TASK 2

Johana Makasi of P.O. Box 372-1010, Mavuno is the sole proprietor of a meat supply and retail business. As at 1<sup>st</sup> September 2012, the following financial details appeared in the trial balance of the business. Open an appropriate accounting programme and record the financial details and transactions of the business. Save the work as *Makasi* in the **KNECEXAM** folder to print out later.

	Dr. Ksh	Cr Ksh
✓ Motor vehicles (cost 2,300,000)	1,850,200	
Debtors (control a/c)	750,700	
Creditors (control a/c)		648,290
✓ Tools & Equipment (cost Ksh 643,200)	218,600	
✓ Bank (EBK bank)		26,300
Cash	48,410	
Stock (control a/c)	168,340	
Capital		2,361,660
	<u>3,036,250</u>	<u>3,036,250</u>

The amounts for the control accounts for the business have been extracted from the following records:

### Sales ledger

Customer name

Debit

1.1.12

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**Purchases Journal**

September 16 Tujijenge Butchery Society 75 chicken, 280 kg beef  
September 24 Mazuri Butchers Ltd 146 kg pork, 220 kg lamb

**Returns Inwards journal**

September 8 Katumbo smart café 46 kg beef

**Returns outwards journal**

September 17 Tujijenge Butchery Society 30 kg beef

**Summary of the cash book for September 2012****Receipts**

September 12 Cheque Kshs.176,200 from Katumbo smart café.  
September 14 Cheque Kshs. 240,000 from Asante meat point.  
September 30 Cash sales 40 chicken @ Ksh 610 /kg ,220 kg lamb @ Ksh 570/kg.

**Payments**

September 4 Cheque Ksh. 130,000 for Tools & equipment.  
September 14 Kshs. 220,000 to Tujijenge Butchery Society by cheque.  
September 22 Kshs. 250,000 to Mazuri Butchers Ltd by cheque.  
September 30 Salaries Kshs. 110,000 cash, Electricity Kshs 31,000 cash, Telephone Kshs 14,000.

Generate and print the following reports for Johanna Makasi.

- (a) Balance sheet as at 1st September 2012; (6 marks)
- (b) Trial balance as at 30th September 2012; (5 marks)
- (c) Cash Account Summary for the month of September 2012; (3 marks)
- (d) Profit and loss account for the month of September 2012. (6 marks)