

## COMPUTER STUDIES (PRATICAL) PAPER 2

### SECTION A

*This section is compulsory*

1. a) i) Using any word processing software, type the document below as it is and save it as your name and personal number.

#### THE EAST AFRICAN ACADEMY AWARDS

##### MOS Awards

The East African Academy awards, informally known as the MOS Awards®, Are set of awards given annually for excellence in music, skits and cinematic achievements. The academy statue is officially named the MOS Awards of Merit and is a prestigious award of recognition given for excellent performance in the music and film industry. The East African Academy Awards was set up to recognize the upcoming artists and improve on young talents. On the international scene, we have similar awards known as the Oscar Awards.

##### Current Special Awards:

Academy Honorary awards: since 1929

Academy Scientific and Technical Awards: since 1931

Gordon E. Sawyer award: since 1981

Nobel Peace Prize: since 1960

- ii) Copy and paste the document to the next page and use it to answer the questions that follow.

- iii) Change the layout of the document to A4 (8.27" x 11.69") and landscape.

- iv) Format the entire document as follows:

Font size 14 and Alignment Justified

- v) Create a bulleted list on the **Current Special Awards**

- vi) Apply *Word Art* to the subheading MOS Awards.

- vii) Insert the following table that shows the upcoming events of MOS Awards:

Ceremony	Date	Category	Venue
3 <sup>rd</sup> MOS Awards	20 <sup>th</sup> July 2014	Kadongo Kamu	Kyadondo Rugby Grounds
5 <sup>th</sup> MOS Awards	20 <sup>th</sup> Sept 2016	Best Drama	Sheraton Grounds

- viii) Insert in the table the row below in appropriate position:

4 <sup>th</sup> MOS Awards	12 <sup>th</sup> May 2015	Best comedy	Nabinoonya Beach
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- ix) Save and print your work.

- b) The table below shows scores of computer trainees in group 1 at Mutoo Community Computer Centre.

# June 13 Paper 3 Computer Studies

**M Carnoy**



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