

Key in the following text as it appears using a word processing application of your choice and save it as 'internet'.

“Internet”, “World Wide Web”, and “web page” are no longer the buzzwords now. They are now a reality. The internet is the world’s largest computer network and is referred to as the network of networks. One of the subsets of the internet is the World Wide Web. The World Wide Web contains a number of web servers scattered across the world. The web servers contain the information that a user from anywhere in the world can access. The information is available in the form of web pages.

A network is a group of computers connected to each other. The internet is a network of networks. The transmission control protocol / internet protocol (TCP/IP) provides the bindings that connect the computers over the world.

The World Wide Web (WWW) is a subset of the internet. It was initially started as a government research project at the CERN laboratories in Switzerland. Today, it provides information to the users worldwide. The WWW is based on three mechanisms that are used to make resources that is:

- Protocols
- Addresses and
- HTML.

***You are required to:***

- Copy your work and paste it on page one below your text and apply the following instruction.
- Remove the paragraph border in page two of your work. Format the text into three columns having width 5 cm and spacing 1 cm. (remember, each paragraph should stand in its own column).
- Insert a footnote in the first column for the word internet to include: “is a network of networks”.
- The space left in the second column; insert a clip art of your choice.
- Drop cap the first characters in each paragraph to allow dropping to 2 lines with 0 distance from text.
- Change the drop capped characters to font colour red.
- Change text alignment to justify.
- At the top of your work, insert a heading, “the internet”, well centred in font size 18 double underlined and in upper case.
- Insert in the header your name and in the footer your class and stream.

Using a word processing application of your choice, key in the following text as it appears and save it as 'android'.

Android is an operating system based on the Linux kernel, and designed primarily for touch screen mobile devices such as smartphones and tablet computers. Initially developed by Android, Inc., which Google backed financially and later bought in 2005, Android was unveiled in 2007 along with the founding of the Open Handset Alliance—a consortium of hardware, software, and telecommunication companies devoted to advancing open standards for mobile devices. The first publicly available smartphone running Android, the HTC Dream, was released on October 22, 2008.

Android is the most popular mobile OS and as of 2013, its devices also sell more than Windows, iOS and Mac OS devices combined. In the third quarter of 2013, Android's share of the global smartphone shipment market was 81.3%, the highest ever. ~~As of July 2013 the Google Play store has had over 1 million Android apps published, and over 50 billion apps downloaded. A developer survey conducted in April–May 2013 found that Android is used by 71% of mobile developers. The operating system's success has made it a target for patent litigation as part of the so-called "smartphone wars" between technology companies.~~ As of September 2013, one billion Android devices have been activated.

*Source: wikipedia.org*

***You are required to:***

- Change your paper size to A4 portrait with margin settings of: 1cm top, bottom, left and right.
- Copy the text below paragraph two of your work.
- Draw a line having 6 pt and long dash dot style in red colour to separate the two texts across the page.
- Remove the border and convert your copied work into two columns with setting of: 5cm width and 1 cm spacing.
- Bold and double underline the word ***smartphone*** wherever it appears in your work.
- Drop cap each word that begins a paragraph to three lines.
- Insert footer your name and index number.
- Add page numbers in the format of page x of y at the top of the page.
- Print a copy of your.

Use a word processing application of your choice to key in the following text as it and save it as ‘*agriculture*’.

The agricultural sector is dominant in Uganda's economy. Whilst this sector grew at an annual average of only 3.7 percent over 1990-99 compared to the far more impressive growth of the industrial and service sectors, the importance of agriculture in Uganda's economy outweighs all other sectors put together. The agricultural sector employs 82 percent of the workforce, accounts for 90 percent of export earnings, and provided 44 percent of GDP in 1999. Moreover, the farmers in Uganda's 2.5 million smallholdings and scattered large commercial farms provide the majority of their own and the rest of the country's staple food requirements. Uganda is able to rely on agriculture due to the country's excellent access to waterways, fertile soils, and, (relative to many other African nations) its regular rainfall, although it does still suffer from intermittent droughts such as in 1993-94.

Uganda's key agricultural products can be divided into cash crops, food crops, and horticultural produce. The most important cash crops are coffee, tea, cotton, tobacco, and cocoa. Uganda is second only to Kenya as Africa's largest producer of tea, exporting US\$17.06 million of tea in 1996 and \$39 million by 1998. Unmanufactured tobacco exports provided US\$9.5 million in 1998, over 25 percent more than in 1996. The export of cocoa beans hit a recent high in 1996 with US\$1.07 million in export receipts, but this had declined to \$0.87 million in 1998.

	2007/08	2008/09	2009/10	2010/11
<b>Total GDP at market price</b>	<b>8.4 0.1</b>	<b>8.7 1.3</b>	<b>7.3 2.9</b>	<b>5.5 2.4</b>
<b>Agriculture, forestry and fishing</b>	<b>0.1</b>	<b>1.3</b>	<b>2.9</b>	<b>2.4</b>
Cash crops	5.4	9.0	9.8	1.1
Food crop	0.9	2.4	2.6	2.7
Livestock	3.0	3.0	3.0	3.0
Forestry Fishing	2.0-3.0	2.8-11.8	6.3-7.0	2.9 2.6
<b>Industry</b>	<b>9.6</b>	<b>8.8</b>	<b>5.8</b>	<b>6.5</b>
<b>Services</b>	<b>8.0</b>	<b>9.7</b>	<b>8.8</b>	<b>7.4</b>

- Set your margin stops to: Top, Bottom, Left and Right = 2.0 cm with a gutter of 0 cm.
- Copy your to page 2 in your document.
- Insert a title: Agriculture in Uganda. It should appear in uppercase, double underline with a green font colour and font size 20.5
- Drop cap every first letter in each paragraph.
- Centre your table and insert a caption: “*Table 1: GDP by agricultural sub-sector and other economic activity at constant (2002) prices, percentage change, fiscal years*”
- Below this table, insert a column graph using details for Cash crops, Food Crops and Livestock for the years 2007 to 2009. Add label on inside centre column.
- Insert footer your name and header your index number.
- Provide a green transparent watermark “AGRICULTURE UG.” font size 72 in your work.
- Insert page numbers well centred in the form of Page X of Y.
- Insert a footnote on the word ‘economy’ which lies in the first line on the paragraph to read: “*is the production, distribution or trade, and consumption of limited goods and services by different agents in a given geographical location. The economic agents can be individuals, businesses, organizations, or governments.*”

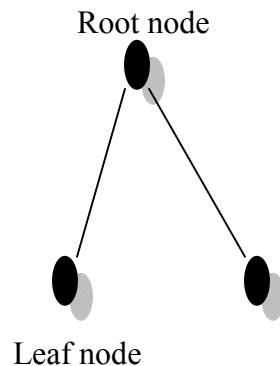
## 1) Sample UNEB paper 2013

Type the document shown below exactly as it appears using a word processor program. Save the document as trees.

### BINARY TREES

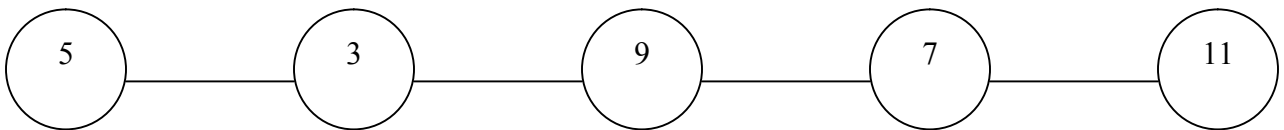
#### Introduction

The term “tree” is used in computer science to denote a particular type of abstract data structure. Trees contain data in structures called nodes, which are in turn linked to other nodes in the tree. Every tree has a primary node called a root, from which all other branch nodes in the tree descends. In continuance with the botanical naming system, the nodes that have no descendants are called leaf nodes.



#### Why should you use trees?

Primarily, trees are useful for organizing data in a manner that makes it efficient to retrieve it. To illustrate this, is a picture of a collection of data organized in a linked list structure.



A binary tree is made up of nodes that that can have at most two offspring (*children*). The **root** node is the node that is not a child of any other node, and is found at the top of the tree structure. A node with no children is referred to as a **leaf** node. Nodes that are not root nodes or leaf nodes are often referred to as **non-leaf** nodes.

Copy your document to the next page.

Apply styles and formatting on the copied document as follows: the body text to be-normal 12, comic sans MS, justified. Change the colour of the whole body text to blue.

Insert headers and footers. The header should be ”your name” while the footer should be “your personal number”

Insert page numbers at the top center of the document.

Format the second paragraph into two columns.

Save a copy of the document in your folder and print a copy.

## 2) SUB ICT UNEB 2013 P850/2

Use a word processor of your choice to produce the document below as it appears.

### ICT AS A TOOL FOR TEACHING AND LEARNING

The term ICT stands for Information and Communication Technology as defines as a “Diverse set of Technological tools and resources used to communicate, and to create, disseminate, store and manage information”. ICT has become a very important part of the educational delivery and management processes. ICT largely facilitates the acquisition and absorption of knowledge, and hence can provide extraordinary opportunities to developing countries for enhancing their educational systems particularly for the underprivileged constituency, and thereby for raising the level of quality of life of their people.

Copy the document to another page

Double space the text in the document

Italicize and bold the word ICT throughout the document

Use “Times New Roman” font face and font size “12” for the entire document

Insert your name and personal number as the footer and header respectively. Center align them.

Use mail merge feature to post the document above to the recipients below.

<b>NAME</b>	<b>ADDRESS</b>	<b>COUNTRY</b>
Ms. Akiiro Grace	P.O Box 23 Kampala	Uganda
Mr. Assimwe Andrew	P.O Box 19 Nairobi	Kenya

Save your work as your name and personal number.

Print all your work.

### 3) SUB ICT UNEB 2013 P850/3

Open a word processing software and type the document below as it is. Save it as SUB-ICT.

## SUBSIDIARY INFORMATION AND COMMUNICATION TECHNOLOGY TEACHING SYLLABUS

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### Introduction

This syllabus was developed after looking at the need for information and communication technology (ICT) knowledge and skills among learners and how these help to improve on the teaching-learning process. The education sector and the world of work require an individual to possess ICT knowledge and skills. This is evidenced by the demand for computer literacy and computer skills for the respective job vacancies being advertised today.

This syllabus has been prepared to help the learner acquire ICT knowledge and skills required to meet the challenges of ICT applications in society. The syllabus emphasizes use of practical examples whenever possible to teach ICT applications which the world of work expects a high school graduate to possess.

The subsidiary ICT syllabus is meant to help the learner acquire skills required by end users of ICTs and which can be applied in a variety of fields.

(Source: NCDC Teaching Syllabi for Subsidiary Mathematics and Subsidiary Information and Communication Technology. Page 88, Volume 10, 2013)

Make a copy of the document to another page

Insert an appropriate clip art in your document

Make the first letter of paragraph 2 a drop cap of three lines

Insert a footnote “we are ready to move with ICT” on the word ICT in paragraph 1.

Insert a watermark as Educational Transformation

Insert the current date and right align it

Insert your name and personal number as a header

Save and print your work.

4) SUB ICT UNEB 2014 P850/2

Using a word processor of your choice, type the document below using Comic Sans Ms font style. Save it as Reading Lesson 1.

Jack is a young lad living with his widowed mother. Their only means of income is a cow. When this cow stops giving milk one morning, Jack is sent to the market to sell it. On the way to the market he meets an old man who offers to give him "magic" beans in exchange for the cow.

Jack takes the beans but when he arrives home without any money, his mother becomes angry and throws the beans to the ground and sends Jack to bed without supper.

Copy all the text and paste it in a new blank document. Save it as Reading Lesson 2

Include a heading; JACK & THE BEAN STALK and format it to size 28


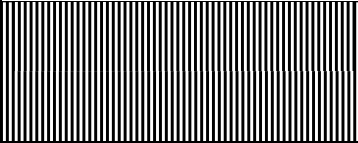
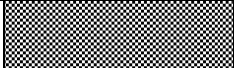
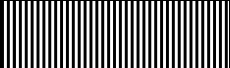
Change line spacing for all paragraphs of text to 1.5

Insert an auto shape of a face in the middle of paragraph 1: wrap text around it tight, resize it to height 0.47 inches and width of 0.68 inches

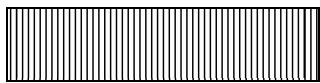
Insert a page break below the last paragraph

On page 2, use a table of 7 rows and 3 columns to design your class time table.

Modify the table above and make it appear like the one below.

<b>Timetable for Reading lessons</b>		
<b>Mon</b>		
<b>Tue</b>		
<b>Wed</b>		
<b>Thur</b>		
<b>Fri</b>		

**KEY:**



Teacher Agnes



Teacher Helen

Insert a header of your name and personal number

Save and print all your work

## 5) SUB ICT UNEB 2014 P850/3

Use a word processor of your of your choice to type the document below as it appears, save your document as your name and personal number.

### **The path to wider access to telecommunications services.**

Telecommunications reforms have led to more competitive markets in many of the countries studied.

The result has been impressive growth during the first half of the 2000s, particularly in mobile telephony.

The challenge will be to sustain this growth in the face of significant barriers.

A number of key policy recommendations, if followed, would sustain growth and deepen access to telecommunications in the region.

- There is ample scope for further sector reform in most countries. According to a 2006 report from the GSM Association, poor regulation has reduced telecommunications investment in Africa by US\$4.6 billion.
- Countries should pursue liberalization by simplifying licensing regimes, lifting remaining bars to market entry, and examining the feasibility of introducing mobile number portability and mobile virtual network operators.
- Mobile telephone access should be incorporated into established goals for universal access so as to leverage the successful spread of mobile communication.
- High-speed connectivity over fiber optic cable is a prerequisite for e-government and other socioeconomically beneficial applications.

Source: *Information and Communication Technology in sub-Saharan Africa: A sector review by Michael Mingos.*

Copy and paste the text to the next page of your document

Change the heading to uppercase, font 16.5 and center it

Insert the footnote; “*is the provision of telephone services to phones which may move around freely rather than stay fixed in one location”*”

Insert your name and personal number as a header

Insert the word “Telecommunications” as a watermark with font size 54

Include page numbers whose format is alphabetical letters

Print your work.