

EASTERN UNIVERSITY SRI LANKA
FACULTY OF COMMERCE AND MANAGEMENT
FIRST EXAMINATION IN BBA/BCOM - 2021/ 2022
SECOND SEMESTER (Aug/Sept - 2024)
MGT 1032 – COMPUTING THEORY AND APPLICATION - II
PRACTICAL EXAMINATION

Answer all questions

Time allowed: 02 hours

Important Instructions:

- This paper has **02 questions** and **04 pages**.
- Note that questions appear on both sides of the paper. If a page is not printed, please inform the supervisor immediately.
- Create a new folder on your desktop and name it with "Your Index No" and save answers to the questions inside your index number folder

Q1.
 Create the following worksheet using MS Excel and save it as "Medical Expense.xlsx" into the folder created as per the instructions.

Staff ID	Name	Designation	Gender	Department	Doctor's Fee	Hospital Charge	No of Appointments	Discount	Total Cost	Reimbursement Amount
HR-MGR-56	Mr. Lalith				2,500.00	1,000.00	1			
HR-CLK-44	Mrs. Surani				1,000.00	500.00	2			
AD-MGR-28	Mr. Bavan				2,000.00	800.00	1			
PL-MGR-15	Miss. Banu				2,500.00	1,200.00	1			
HR-CLK-60	Mr. Jawahar				2,500.00	1,500.00	3			
PL-CLK-31	Mr. Prakash				5,000.00	1,100.00	1			
HR-LAB-82	Mr. Kusal				3,000.00	1,000.00	1			
AD-CLK-33	Mrs. Zeena				1,500.00	600.00	3			

a) Fill the column "Designation" using a suitable function according to the following conditions:

Text in between two hyphens of the given Staff ID represent the Designation. If the text is "MGR"- Manager, "CLK"- Clerk and "LAB"- Labourer.

b) Fill the column "Gender" using a suitable function according to the following conditions:
 If the title of the Name is "Mr"- Male, "Mrs"- Female, "Miss"- Female.

- c) Fill the column "Department" using a suitable function according to the following conditions. The first two letters of the given Staff ID represent the Department. If the "Staff ID" starts with "HR"- Human Resources; "AD"- Administration and "PL"- Planning.
- d) Use the following criteria to fill the "Discount" column using a suitable function.

No of Appointments	Discount
No of Appointments >=3	(Doctor's Fee + Hospital Charge) * No of Appointments * 25/100
No of Appointments = 2	(Doctor's Fee + Hospital Charge) * No of Appointments * 10/100
No of Appointments = 1	No Discount

- e) Calculate the "Total Cost" by using the following equation.

$$\text{Total Cost} = (\text{Doctor's Fee} + \text{Hospital Charge}) * \text{No of Appointments} - \text{Discount}$$
- f) Use the following criteria to fill the "Reimbursement Amount" column using a suitable function.

Total Cost	Reimbursement Amount
Total Cost >=3000	Total Cost - 3000
Total Cost <3000	Total Cost

- g) Create a Clustered Column Chart that shows the Total Cost by each Staff's Staff ID and insert "Staff Medical Expenses" as the title of the chart.

[50 marks]

Q2.

- a) Create a blank database using MS Access and save it as "Bookstall.accdb" into the folder created as per the instructions.
- b) Create the table **Author** with the following fields. Set "Author_ID" as the primary key.

Field	Data Type
Author_ID	Short Text
Author_Name	Short Text
Gender	Lookup Wizard (Male, Female)
DOB	Date/Time
Email	Short Text

c) Insert the following records into the table **Author**.

Author_ID	Author_Name	Gender	DOB	Email
A001	Ralph Ellison	Male	18/02/1920	relli@gmail.com
A002	Harper Lee	Male	24/12/1932	hlee@gmail.com
A003	Emily Dickson	Female	10/05/1940	edick@yahoo.com
A004	Edith Wharton	Male	11/11/1922	Wedith@gmail.com
A005	J. D. Sailin	Female	01/03/1918	jdsailin@yahoo.com
A006	Louisa Alcott	Female	15/02/1921	Alousia@gmail.com

d) Create the table **Novel** the following fields. Set "Novel_ID" as the primary key.

Field	Data Type
Novel_ID	Short Text
Novel_Name	Short Text
Novel_Type	Lookup Wizard (Horror, Drama, Love, Comedy)
Published_Year	Number
Price	Currency
Author_ID	Lookup Wizard (Author_ID column From Author Table)

e) Insert the following records into the table **Novel**.

Novel_ID	Novel_Name	Novel_Type	Published_Year	Price	Author_ID
B001	Uncle Tom's Cabin	Drama	1952	\$25,000.00	A005
B002	Little Women	Love	1968	\$4,000.00	A001
B003	The Catcher in the Rye	Comedy	1951	\$18,500.00	A005
B004	The Age of Innocence	Drama	1970	\$20,000.00	A004
B005	Final Harvest	Horror	1955	\$9,000.00	A003
B006	The Old Man and the Sea	Comedy	1952	\$23,400.00	A006
B007	To Kill a Mockingbird	Horror	1960	\$19,100.00	A002

B008	Invisible Man	Horror	1952	\$6,350.00	A001
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- I. Create the queries using the database created above to get the following:
- Display all the details of the Novels which are published after **1955**.
 - Display Novel_ID and Price of the Novels where the Novel_Type is **Horror** and their price in between **\$5,000.00** and **\$20,000.00**.
 - Display all the details of the Novels which are written by **J. D. Sailin**.
 - Display all the details of the Authors who have the **Yahoo** email account.
 - Display Novel_Name and Published_Year of the Novels which are written by Authors who are **Female** or they were born before **01/01/1930**.
- II. Create the report to display the Novel_Name, Novel_Type, Published_Year and the Price of the Novels in Bookstall and name it as 'Novel details Report'.

[50 marks]

I. Create the queries using the database created above to get the following:

- Display all the details of the Novels which are published after 1955.
- Display Novel_ID and Price of the Novels where the Novel_Type is Horror and their price in between \$5,000.00 and \$20,000.00.
- Display all the details of the Novels which are written by J. D. Sailin.
- Display all the details of the Authors who have the Yahoo email account.
- Display Novel_Name and Published_Year of the Novels which are written by Authors who are Female or they were born before 01/01/1930.

II. Create the report to display the Novel_Name, Novel_Type, Published_Year and the Price of the Novels in Bookstall and name it as 'Novel details Report'.

[50 marks]