EASTERN UNIVERSITY, SRI LANKA

FIRST EXAMINATION IN AGRICULTURE – 2012/2013

SECOND SEMESTER (JULY, 2015)

IT 1201 – INFORMATION AND COMMUNICATION TECHNOLOGY

(Practical)

(PROPER & REPEAT)

Answer all questions   **Time: 2 Hours**

Instructions:

o Create a Folder on the Desktop and name it with your index number. Save all your work files for all the questions into this folder. The answers that are not found in the above said folder will not be marked.

o Make sure that all your work files are copied by the examiners before leaving the examination hall.

Q1). Create the following document using MS Word and save it as **"Question1"** into the folder created as per the instructions above. Insert *"**Faculty of Agriculture**"* at the center of the "header" and *"**Your_Index_number**"* at the center of the "footer" of the document.

Data Communication

On the Insert tab, the galleries include items that are designed to coordinate with the overall look of your document. You can use these galleries to insert tables, headers, footers, lists, cover pages, and o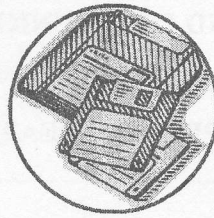ther document building blocks. When you create pictures, charts, or diagrams, they a coordinate with your current document look.

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(8 mark

BULLETED/ NUMBERED LIST: (10 marks)   **GRAPHICS: (7 marks)**

(One) Computer System
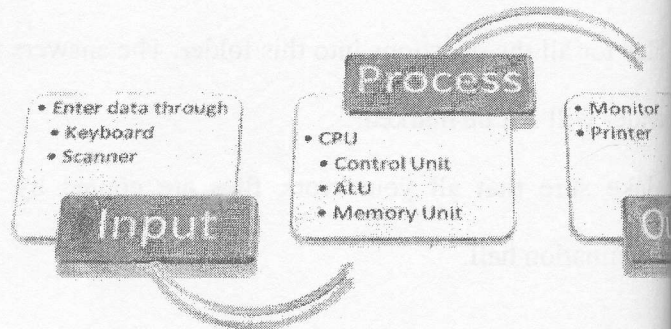 (I) Software
    a. Application Software
      i) MS Office
        ✦ Word
        ✦ Excel
      ii) Programming Languages
    b. System Software
  (II) Hardware

- Enter data through
- Keyboard
- Scanner

Input

Process
- CPU
- Control Unit
- ALU
- Memory Unit

- Monitor
- Printer

Ou

Equation: **(5 marks)**

$$L(p|n,y) = \binom{n}{y} p^y (1-p)^{n-y} = \frac{n!}{y!\,(n-y)!} p^y (1-p)^{n-y}$$

The table given below is the Mark Sheet of an IT Quiz Competition.

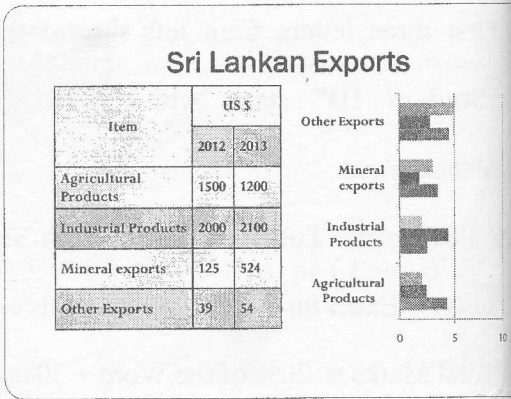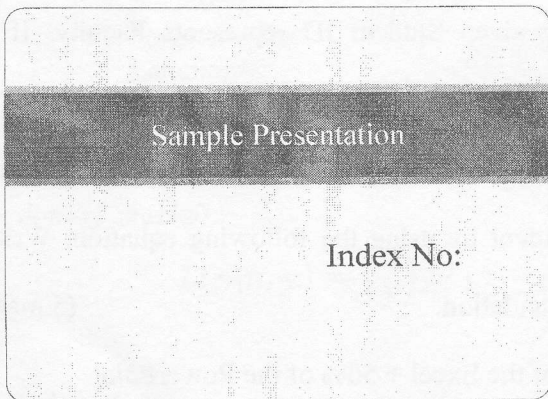|	A	B	C	D	E	F	G	H
1	IT Quiz Competition							
2				Marks				
3	Student ID	Full Name	Faculty	Word	Excel	PowerPoint	Total Marks	Qualification
4	AGR/01	David Charles		85	65	75		
5	MGT/02	Priya Rajan		45	53	85		
6	SCN/03	Amila Perera		65	84	75		
7	AGR/04	Anusha Krishanth		40	34	65		
8	SCN/05	Fayas Mohamed		75	51	84		
9	AGR/06	Nalin Soysa		55	40	60		
10								
11								
12	No. of Students who got Intermediate Qualification							
13								
14								

a) Create the above worksheet using MS Excel and save it as **"Question2"** into the folder created as per the instructions. (5 marks)

b) Rename the above worksheet as "Quiz". (2 marks)

c) Fill the column **"Faculty"** using suitable function according to the following conditions: First three letters from left side of the given Student ID represents Faculty. If the **"Student ID"** starts with **"AGR"**- Agriculture, **"SCN"**- Science and **"MGT"**- Management. (8 marks)

d) Calculate the **Total Marks** for each Student by using the following equation. Write a suitable Excel function to perform this calculation. (5 marks)

Total Marks = 20% of the Word + 30% of the Excel + 50% of the PowerPoint

e) Use the following criteria to fill the **"Qualification"** column using suitable function.

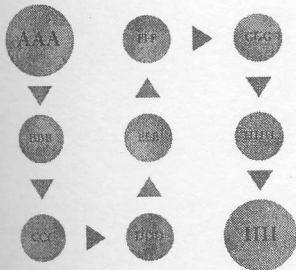| Total Marks	Qualification
Total Marks > = 65	Intermediate
Total Marks >= 50	Basic
Total Marks <50	Fail

(8 marks)

f) Find the Total Number of Students who got Intermediate Qualification using a suit function. (5 ma

g) Create a Column Chart that shows the **Total Marks** obtained by each Student's Stu **ID**. Insert **"Quiz Results"** as the title of the chart. (7 ma

Create the following presentation file containing of six slides using MS PowerPoint save it as **"Question3"** into the folder created as per the instructions. The presentation you are creating should have the following:

a) Use "Oriel" as slide theme of your presentation.

b) Use appropriate slide layout for every slide.

c) Type your Index Number in the first slide.

d) Add "EUSL" and the "Slide Number" as footer to the slides except for the first sl

e) Add slide transition effects between all slides.

f) Add animation effects to the titles in each slide.

Sample Presentation

Index No:

Sri Lankan Exports

Item	US $		
	2012	2013	
Agricultural Products	1500	1200	
Industrial Products	2000	2100	
Mineral exports	125	524	
Other Exports	39	54	

Other Exports

Mineral exports

Industrial Products

Agricultural Products

0   5   10

Letters

AAA ▸ FFF ▸ GGG
▼ ▲ ▼
BBB DDD HHH
▼ ▲ ▼
CCC ▸ EEE III

Slide Structure – Good

- Show one point at a time:
  - Will help audience concentrate on what you are saying
  - Will prevent audience from reading ahead
  - Will help you keep your presentation focused

Slide Structure – Good

- Use 1-2 slides per minute of your presentation
- Write in point form, not complete sentences
- Include 4-5 points per slide
- Avoid wordiness: use key words and phrases only

Thank You

(20 marks)