



**EASTERN UNIVERSITY SRI LANKA**  
**FACULTY OF COMMERCE AND MANAGEMENT**  
**FIRST EXAMINATION IN BBA/BCOM - 2016/ 2017**  
**SECOND SEMESTER (Nov / Dec - 2018)**  
**MGT 1032 – COMPUTING THEORY AND APPLICATION - II**  
**PRACTICAL (PROPER)**

**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 of the questions inside your index number folder

### Q1.

By using "MS Excel 2013" create the following sheet as shown below and save it as "Customer.xlsx" on your Index number folder created in the Desktop. The table shown below is that "One Year Fixed Deposit" details of the Bank Customers.

Customer Details							
Customer ID	Title	Customer Name	Name with Initial	Bank	Deposit Amount	Annual Interest	Loan Amount
BC/100	Mr	Amila Perera			150000		
BC/101	Miss	Ganga Rohan			500000		
PPL/102	Mr	Charles Anton			850000		
SEY/103	Mr	Rizvi Mohamed			1000000		
PPL/104	Mrs	Yaso Raj			1500000		
SEY/105	Mr	Ravi Rahul			600000		
BC/106	Mrs	Praba Geeth			75000		
PPL/107	Miss	Suresha Amal			100000		
Summary Table							
Bank	Total Deposit Amount						
Bank of Ceylon							
People's Bank							
Seylan Bank							

- Fill the column "Name with Initial" using suitable function.  
(E.g. Amila Perera will be Mr.A.Perera)
- Fill the column "Bank" using suitable function. If the "Customer ID" starts with  
"BC"- Bank of Ceylon  
"PPL" -People's Bank  
"SEY"- Seylan Bank
- Use the following criteria to fill the Annual Interest column.

Bank	Annual Interest
Bank of Ceylon	11% of the Deposit Amount
People's Bank	10.5% of the Deposit Amount
Seylan Bank	12% of the Deposit Amount

- Fill the column "Loan Amount" using suitable function. Amount of Loan that is granted against fixed deposit value is given as follows:

Bank	Loan Amount
Bank of Ceylon	85% of the Deposit Amount
People's Bank	80% of the Deposit Amount
Seylan Bank	90% of the Deposit Amount

- e) Fill the total deposit amount column in the Summary Table using suitable formula.
- f) Create a Column Chart that shows the Deposit Amount by each CustomerID (CustomerID vs Deposit Amount) and insert "Fixed Deposit Details" as the title of the chart.

## Q2.

- a) By using "MS Access 2013" create the following database as shown below and save it as "Bank.accdb" on your Index number folder created in the Desktop.
- b) Create the table **Accounts** with the following fields and data type. Set "AccountNo" as the primary key.

Field Name	Data Type
AccountNo	Short Text
Customer Name	Short Text
Age	Number
Gender	Lookup Wizard (Male, Female)
Account Type	Lookup Wizard (Savings, Fixed Deposit, Current)
Amount	Currency

c) Insert the following records to the table **Accounts**.

AccountNo	Customer Name	Age	Gender	Account Type	Amount
SA1001	Andrew	45	Male	Savings	Rs.75,000.00
FD1002	George	50	Male	Fixed Deposit	Rs.500,000.00
SA1003	Rihana	35	Female	Savings	Rs.50,000.00
CR1004	Arnold	40	Male	Current	Rs.300,000.00
FD1005	Nuwan	35	Male	Fixed Deposit	Rs.200,000.00
SA1006	Amila	48	Male	Savings	Rs.35,000.00
CR1007	Anitha	38	Female	Current	Rs.200,000.00
SA1008	David	40	Male	Savings	Rs.60,000.00
FD1009	Prashanthi	45	Female	Fixed Deposit	Rs.250,000.00
CR1010	Rajan	48	Male	Current	Rs.90,000.00

d) Create Query to get the following results:

- 1) Display AccountNo, Customer Name, Gender and Account Type of all Accounts and save it as "Q1".
  - 2) Display Customer Name, Age and Gender of Savings Accounts and save it as "Q2".
  - 3) Display Customer Name of Male Account Holders who has Fixed Deposit Accounts and save it as "Q3".
  - 4) Display Customer Name of Account Holders who has Name start with "A" and save it as "Q4".
  - 5) Display Customer Name and Account Type of all Accounts which have amount above Rs. 200,000.00 and save it as "Q5".
  - 6) Find the maximum value of amounts from Accounts table and save it as "Q6".
- e) Create a Report to display Customer Name, Gender and Account Type of the Accounts and save it as "Account Details".