



**JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE
AND TECHNOLOGY**

UNIVERSITY EXAMINATION 2013 / 2014

SEMESTER EXAMINATION FOR DEGREE OF

BACHELOR OF EDUCATION ARTS

KISII LEARNING CENTRE

COURSE CODE: SCS 114

**COURSETITLE: INTRODUCTION TO SPREADSHEETS AND
DATABASES**

DURATION: 2 HOURS

INSTRUCTIONS:

1. This paper contains FIVE (5) Questions
2. Answer Question 1 (Compulsory) and ANY other 2 Questions.
3. Write all answers in the booklet provided

QUESTION ONE (30 MARKS)

- i. A computer cannot process data unless it is organized into characters, fields, records, files, relations, tables and databases. Explain these terminologies as used in databases (7 marks)
- ii. What is a key as used in databases? Explain the following keys (8 marks)
 - Candidate key
 - Compound key
 - Primary key
 - Foreign key
- iii. Discuss the ten uses for a Database (5 marks)
- iv. Briefly discuss how to create a report in a database system (3 marks)
- v. Explain two uses of a query (3 marks)
- vi. Differentiate between a form and a macro as used in databases (4 marks)

QUESTION TWO 20MARKS

i. Explain the functions of each the following components stating where they are applicable

- a) Procedural DML
- b) Non Procedural DML (4 marks)
- ii. The design view of a table has 4 parts; discuss the parts. (8 marks)
- iii. Explain how to Add a new field to a new table (4 marks)
- iv. Explain a primary key in a table and briefly discuss how to apply one(4 marks)

QUESTION THREE 20MARKS

- i. State two principles of a database design (4 marks)
- ii. Describe how you can Import a Table into Access from Excel (6 marks)
- iii. Define a primary key in a table and briefly discuss how Remove the primary key from a table (4 marks)
- iv. Explain how the following field properties are applied in a database program (6 marks)
 - i. FieldSize
 - ii. Format
 - iii. DecimalPlaces
 - iv. DefaultValue

- v. InputMask
- vi. Caption

QUESTION FOUR 20MARKS

- i. State two things that a well design database must have (2 marks)
- ii. Briefly describe the following field properties (10 marks)
 - a) Caption
 - b) Field size
 - c) Format
 - d) Input mask
 - e) Index
- iii. Discuss the eight steps of a database design process (8 marks)

QUESTION FIVE 20MARKS

- i. List six desktop databases and 3 online type of databases stating one use each for the two types (11 marks)
- ii. Discuss the nine data types that can be input in a field (9 marks)