

840/2  
INFORMATION AND  
COMMUNICATIONS  
TECHNOLOGY (ICT)

Paper 2  
July 2025  
2½ hours



## KABS' ICT RESOURCES CENTER

Uganda Certificate of Education

INFORMATION AND COMMUNICATIONS TECHNOLOGY

Paper 2

Practical

2 hour 30 minutes

### INSTRUCTIONS TO CANDIDATES:

*This paper consists of **two** examination items.*

*Answer **both** items in this paper.*

*You are provided with support files in the folder **Exam Support Files** on the computer desktop.*

*Use the support files where applicable to supplement the items.*

*You are provided with a **new blank Compact Disc (CD)**.*

*Use a **permanent marker** to write your name, random number and personal number on your CD.*

*You should **continuously save** your work.*

*You **must** produce a **hard copy** for each of your work to accompany a soft copy on the Compact Disc (CD).*

## ITEM 1

In a certain neighborhood, a women's self-help group called **Twegatte Savings Group** was established to promote savings and loans among its members. The group treasurer records all transactions in a manual ledger, but as the group grows, it has become difficult to manage the records efficiently. Some members have raised concerns about delays in getting financial reports and inconsistencies in the loan repayment calculations.

A new member suggested automating the system for better management of records. The treasurer extracted the records into a file called **TWEGATTE\_SAVINGS.docx**, and the group has also provided a template for loan reminders in the file **LOAN\_REMINDER.docx**.

### Task

Using the support files provided:

- (a) Create an electronic version of the records and use it to produce a visual summary of members' savings contributions.
  - (b) Generate a list of members who have outstanding loan balances and prepare a loan reminder for each member.
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## ITEM 2

Kano Coffee Farmers' Association is a leading coffee processing business in Kabale District, with suppliers from various parts of the region. The management wants to create a publication that showcases coffee products, prices, market trends, and supplier profiles. The publication will be shared via email, the company's website and others will receive hard copies. The management has limited knowledge regarding publications.

They have approached you for help.

### Task:

Help the management create this offline digital publication document. A support folder called '**coffee**' has been provided, containing files to assist you in this task.

**END**