

# UNIVERSITY INTERSCHOLASTIC LEAGUE



## Computer Applications

**REGION**

**2023**

***DO NOT OPEN YOUR TEST UNTIL YOU ARE TOLD TO BEGIN.  
DO NOT LEAVE THE ROOM UNTIL TIME IS CALLED.***

## 2023 UIL Computer Applications Region Test

**General test instructions:** Follow instructions to create printouts for this contest. When time is called, printouts will be graded. Calibri 12-point font must be used for Excel and Word documents, but Access default font size is acceptable for database reports.

### I. DATABASE

- A. Create a database named **Region**; import **Grades**, **Students** and **Nov-Dec Grades** tables from **2023 Starter Files**.
- B. Create a relationship between **Student** of **Grades** table and **StudentID** of **Students** table.
- C. In design view, create an update query using **Students** and **Grades** tables.
  1. Update **Daily Grades** in **Students** table by adding **Daily Grades** to **Grade** with the criteria being for all records with "D" in the **Type of Grade** field.
  2. Update the **Posted** field in the **Grades** table with the following specifications.
    - a. The Update To field should be Yes.
    - b. Criteria specification should be No.
  3. Run the query once and save it as **UpdDaily**. *(If there is a problem, you will have to reset the **Daily Grades** in the **Students** table for all records to zero and uncheck the **Posted** fields for all records in **Grades** table, which resets them to No.)*
- D. In design view, create another update query using **Students** and **Grades** tables.
  1. Update **Midterm Grade** in **Students** table by adding **Midterm Grade** to **Grade** with the criteria being for all records with "M" in the **Type of Grade** field.
  2. Update the **Posted** field in the **Grades** table with the following specifications.
    - a. The Update To field should be Yes.
    - b. Criteria specification should be No.
  3. Run the query once and save it as **UpdMid**. *(If there is a problem, you will have to reset **Midterm Grade** in the **Students** table for all records to zero and uncheck the **Posted** fields for all records in **Grades** table whose **Type of Grade** is equal to M. This unchecks the **Posted** fields.)*
- E. With **Students** table open, merge to Word and create a new document and then link the data to it.

### II. DOCUMENT WITH MERGE

**MAXIMUM 150**

- A. Create a simplified memorandum in Calibri 12-point font with the following specifications:
  1. Use top margin of 1 ½".
  2. Use the following header 1" from the top edge of the paper and right justified on the right margin, replacing 99999 with your contestant number: (99999)-Region-1
  3. Use today's date and the following addressee: Extracurricular Activities Coordinators
  4. Use the following subject: MIDTERM ELIGIBILITY
  5. Use the following for the body of the document.

Grades for the following four students make them eligible for extracurricular activities. This memo gives our official permission for continued participation as of midsemester. The Daily Grades value is cumulative which means that a passing daily grade for this period is 140 or higher.

[Insert a left tab at .5", at 2.5" and at 3.5".

Insert Full Name merge field at the .5" tab; insert Daily Grades merge field at the 2.5" tab and insert Midterm Grade merge field at 3.5" tab.

Insert a Next Record merge field immediately after the Midterm Grade merge field.

Copy the entire line and replicate three more times.

Leave one blank line above and below the merge fields.]

Let me know if you need further volunteers for upcoming events. We used the following formulas in our calculations.

Daily Grades: [Insert formula for Daily Grades from UpdDaily query in Part I.]

Midterm Grade: [Insert formula for Midterm Grade from UpdMid query in Part I.]

6. Use sender's name and title on one line: Nick O. Thyme, English Department Chair
  7. Use the following reference initials: uil
- B. Save the document as **Region-1**.
- C. Finish and merge to edit all records.
- D. Save your file as **Region-1 Merged** and print on one page in portrait orientation.

**III. DATABASE WITH REPORT**

**MAXIMUM 150**

- A. Close all tables in the **Region** database.
- B. Create a query using the **Nov-Dec Grades** table and select all fields one at a time.
1. Click to turn into an append query and select to append to the **Grades** table.
  2. Run the query to append the 8 records from the **Nov-Dec Grades** to the **Grades** table.
  3. Run the query and save it as **AppendQry**.
- C. Run the **UpdDaily** query once. *(If there is a problem, you will have to reset all of the **Daily Grades** in the **Students** table for all records to zero and uncheck the **Posted** fields for all records in the **Grades** table whose **Type of Grade** is equal to D.)*
- D. Create another update query using **Students** and **Grades** tables with the following specifications.
1. Update **Final Exam Grade** in **Students** table by adding **Final Exam Grade** to **Grade** with the criteria being for all records with "F" in the **Type of Grade** field.
  2. Update the **Posted** field in the **Grades** table with the following specifications.
    - a. The Update To field should be Yes.
    - b. Criteria specification should be No.
  3. Run the query once and save it as **UpdFinal**. *(If there is a problem, you will have to reset **Final Exam Grade** field in the **Students** table for all records to zero and uncheck **Posted** fields for all records with an F in the **Grade** field in the **Grades** table.)*
- E. Create another update query using the **Students** table with the following specifications.
1. Update the **Final Grade** field by adding the following together.
    - a. 20% of the **Daily Grades** divided by 3.
    - b. 40% of the **Midterm Grade**.
    - c. 40% of the **Final Exam Grade**.
  2. Update the **Letter Grade** field using the following specifications.
    - a. If the value of **Final Grade** is 90 thru 100, field should be A.
    - b. If the value of **Final Grade** is 80 thru 89, field should be B.
    - c. If the value of **Final Grade** is 70 thru 79, field should be C.
    - d. Otherwise, **Letter Grade** is set to D.
    - e. Run the query twice to populate all fields correctly and save it as **UpdGrade**.
- F. Create a report using the report wizard with 1" margins in landscape orientation and the following.
1. Select all fields from the **Students** table except for **StudentID**.
  2. Group on **Full Name**.
  3. Use stepped layout and landscape orientation.
  4. Use the following title: **Student Grade Report**
  5. In design view, modify the report with the following.
    - a. Add the following label top aligned with the title and right aligned on the right-hand margin, replacing 99999 with your contestant number: **(99999)-Region-2**
    - b. Change the label **Daily Grades** in the page header to be **Daily Grade Total**.
    - c. Add a text box to the right of the **Daily Grades** detail data in the detail line; cut and paste the label into the page header to the right of **Daily Grade Total**.
      - (1) Change the label box to be **Daily Grade Average**.
      - (2) Change the unbound box to show Daily Grades divided by 3.
      - (3) Format should be fixed with no decimals.

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- d. **Full Name** column heading and detail data should be left aligned, and all other column headings and detail data should be centered within their respective columns.
  - e. Open the report footer about ½" and insert the following formulas left aligned on the left margin.
    - (1) Copy and paste the formula for Final Grade from **UpdGrade** query in **Part III**.
    - (2) Copy and paste the formula for Letter Grade from **UpdGrade** query in **Part III**.
  - f. Everything in the report header and page header should be black, bold type, and everything else should be plain, black type.
  - g. Be sure nothing is truncated or wrapped.
6. Save your report and print it on one page in landscape orientation.
7. The report should have the following appearance. *(Colons represent missing data, values may be incorrect and shading and borders are ignored in grading.)*

### Student Grade Report

(99999)-Region-2

<b>Full Name</b>	<b>Daily Grade Total</b>	<b>Daily Grade Average</b>	<b>Mid-Term Grade</b>	<b>Final Exam Grade</b>	<b>Final Grade</b>	<b>Letter Grade</b>
Burton Ernie	268	89	88	86	87	B
:	:	:	:	:	:	:

## 2023 UIL Computer Applications Region Test - Tiebreaker

**General tiebreaker test instructions:** The tiebreaker is a five-minute timed typing test to be completed using Calibri 12-point font in Word. At the end of that time, the contestants will be instructed to send their output to their printers. Scores will be calculated based on gross words per minute typed less one point per word, space, punctuation mark, or capitalization error plus bonus points for following directions or for correct format for a given type of document.

- I. **Create** an unbound report using Calibri 12-point font.
  - A. Use 1 ½" top margins and conventional side and bottom margins.
  - B. Center the following title in boldface type using all caps: **FRANÇOIS DE VENDÔME  
BEAUFORT**
  - C. Save document as **TB-Region**.
  - D. Write your contestant number in the upper right-hand corner of your printout.
- II. **STOP** when time is called and print your document when instructed to do so.

The Duc De Beaufort was François de Vendôme, a picturesque figure in French history of the 17<sup>th</sup> century. He was the second son of César de Vendôme and grandson of Henry IV by Gabrielle d'Estrées. He began his career in the army and served in the first campaigns of the Thirty Years' War, but his ambitions and unscrupulous character soon found a more congenial field in the intrigues of the court. In 1642, he joined in the conspiracy of Cinq Mars against Richelieu, and upon its failure, he was obliged to live in exile in England until Richelieu's death. Returning to France, he became the center of a group known as the "Importants" in which court ladies predominated, especially the duchess of Chevreuse and the duchess of Montbazou. For an instant after the king's death, this group seemed likely to prevail and Beaufort to be the head of the new government. But Mazarin gained the office, and Beaufort, accused of a plot to murder Mazarin, was imprisoned in Vincennes in September 1643. He escaped on the 31<sup>st</sup> of May 1648, just in time to join the Fronde, which began in August 1648. He was then with the parliament and the princes against Mazarin.

His personal appearance, his affectation of popular manners, and quality as legitimate grandson of Henry IV rendered him a favorite of the Parisians, who acclaimed him everywhere. He was known as the *Roi des Halles* ("king of the markets"), and popular subscriptions were opened to pay his debts. He had hopes of becoming prime minister, but among the members of the parliament and the other leaders of the Fronde, he was regarded as merely a tool. His intelligence was but mediocre, and he showed no talent during the war. Mazarin, on his return to Paris, exiled him in October 1652, and he was only allowed to return in 1654 when the cardinal had no longer any reason to fear him. Henceforth, Beaufort no longer intrigued. In 1658, he was named general superintendent of navigation, or chief of the naval army, and faithfully served the king in naval wars from then on. In 1664, he directed the expedition against the pirates of Algiers. In 1669, he led the French troops defending Candia against the Turks and was killed in a night sortie on the 15<sup>th</sup> of June 1669. His body was brought back to France with great pomp, and official honors were rendered to him.

Today's Date

Extracurricular Activities Coordinators

MIDTERM ELIGIBILITY

Grades for the following four students make them eligible for extracurricular activities. This memo gives our official permission for continued participation as of midsemester. The Daily Grades value is cumulative which means that a passing daily grade for this period is 140 or higher.

Ella Vader	166	92
Burton Ernie	180	88
Gail Force	167	74
Clara Net	166	96

Let me know if you need further volunteers for upcoming events. We used the following formulas in our calculations.

Daily Grades:  $[\text{Grade}] + [\text{Daily Grades}]$

Midterm Grade:  $[\text{Grade}] + [\text{Midterm Grade}]$

Nick O. Thyme, English Department Chair

uil

# Student Grade Report

(99999)-Region-2

Full Name	Daily Grade Total	Daily Grade Average	Midterm Grade	Final Exam Grade	Final Grade	Letter Grade
Burton Ernie	268	89	88	86	87	B
Clara Net	236	79	96	92	91	A
Ella Vader	260	87	92	98	93	A
Gail Force	253	84	74	76	77	C

$[Daily\ Grades]/3*0.2+[Midterm\ Grade]*0.4+[Final\ Exam\ Grade]*0.4$

$If([Final\ Grade]>89,"A",If([Final\ Grade]>79,"B",If([Final\ Grade]>69,"C","D")))$



**2023 UIL Computer Applications Region Test - Tiebreaker Score Sheet**

**GENERAL INSTRUCTIONS:** All contestants take the tiebreaker component of the test, but it is only to be scored if a tie occurs in the top six places.

**I. CALCULATE GROSS WORDS PER MINUTE:**

- A. Circle all errors on the tied contestants' papers.
- B. Determine the gross words per minute.
  1. Find the number of words typed to the right of the last complete line typed by contestant.
  2. Add the number of words in the last line if it is incomplete to the tally.
  3. Divide the number by five to get the gross words per minute.
  4. For example, if a contestant typed twenty lines plus seven words on the next line, add the number out to the right of the completed line plus seven.
  5. Divide by five to get gross words per minute.

**II. DETERMINE THE GROSS WORDS PER MINUTE**

\_\_\_\_\_

**III. DEDUCT ONE POINT FOR EACH ERROR**

\_\_\_\_\_

**IV. ✓ TOTAL - GROSS WPM TYPED LESS ERRORS**

\_\_\_\_\_

**V. ADD FIVE BONUS POINT FOR EACH SUCCESS**

FORMAT	Top margin 1½"			
	Left margin 1"			
	Right margin 1"			
	Left margin equal to right margin			
	Bottom margin 1 – 1 ½"			
TITLE	Title in boldface type			
	Title centered			
	3 blank lines between title and body			
	Cedilla on c of FRANÇOIS			
	Circumflex on o of VENDÔME			
BODY	Body of report double spaced			
	All paragraphs indented ½"			
¶1	Cedilla on c of François			
	Add 5 points for each circumflex on o of Vendôme <b>max 10</b>			
	Acute accent on e of César			
	Acute accent on e of d'Estrées			
	Credit for Page 2 only if Page 2 is present:			
PAGE 2	No single line paragraph ending Page 1			
	No single line paragraph beginning Page 2			
	Top margin 1" on Page 2			
	Page number 1" from top and right edge of paper			
	Text double-spaced down from page number			
	<b>✓ TOTAL - BONUS POINTS</b>			
	<b>✓ GRAND TOTAL-WPM PLUS BONUS POINTS</b>			
	<b>GRADERS' INITIALS</b>			

## FRANÇOIS DE VENDÔME BEAUFORT

The Duc De Beaufort was François de Vendôme, a picturesque figure in French history	18
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court ladies predominated, especially the duchess of Chevreuse and the duchess of Montbazou.	131
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