

Exam. Code : 103201

Subject Code : 1007

B.A./B.Sc. Semester—I

COMPUTER APPLICATIONS

(Computer Fundamentals & PC Software)

Time Allowed—3 Hours]

[Maximum Marks—75

Note :— Attempt any **five** questions. All questions carry equal marks.

1. (a) What is a computer ? Discuss its limitations.
(b) How the following applications have been useful to modern society :
 - (i) Accounting
 - (ii) Weather forecasting
 - (iii) Research
 - (iv) Census
2. (a) Write briefly on the following input devices :
Mouse, OMR, Floppy disk and Magnetic tapes.
(b) Discuss various characteristics of the following output devices :
VDU and plotters.
3. (a) What is the difference between RAM and ROM ?
Discuss various types of RAM.
(b) Explain the following : Cache memory, ALU, Hard disk, Types of modems.

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(Contd.)

4. Discuss the uses of the following features of Windows : My Computer, Windows Explorer, Taskbar, Recycle Bin, Folder and Network Neighborhood.
5. (a) Discuss the purpose of using the following features in MS-Word :
 - (i) Page setup and print preview
 - (ii) Find and replace
 - (iii) Spell check
 - (iv) To insert a second document into an open document.
- (b) What is mail-merge feature of MS-Word ? Write all the steps needed to do mail-merge.
6. What is the purpose of using MS-PowerPoint ? What are the various views available in MS-PowerPoint software ? Discuss each one.
7. (a) Discuss the various formatting features that can be applied on a paragraph in MS-Word.
- (b) Discuss the following with reference to PowerPoint : Printing slides, enhanced text formatting, and adding multimedia.
8. Write short notes on the following :
 - (i) Template and wizard
 - (ii) Operating System
 - (iii) Classification of computers
 - (iv) Characteristics of Laptops computer.