Sr. No. 3457

Exam. Code: 106002
Subject Code : 8691

## BOD - 2nd Sem.(Old Syll. 2015-16)

### (2517)

### Paper-VIII: Computer Application-II

Time Allowed: 3 hrs.　　　　　　　　　　　Max. Marks: 50

Note: There are total eight questions, candidates are required to attempt total five questions, question no. 1 is compulsory. All questions carry equal marks.

Q. 1.

  I.　Write short cut keys of : Cut, Copy, Paste, Save.
  II.　Which are various text alignments available in MS-Word?
  III.　How will you add header and footer in MS-Word document?
  IV.　How will you export a Photoshop image in another format?
  V.　Where is Border and Shading toolbar available?
  VI.　Which tools are available in Standard and Formatting toolbars?
  VII.　How will you convert Power Point Presentation to Power Point show?
  VIII.　How will you check Image size and Image resolution in Photoshop?
  IX.　Name any four tools available in tool box in Photoshop.
  X.　Name various menus available in Photoshop?

Q. 2. Which are various operations that can be performed in a document in MS-Word?

Q. 3. Explain Border and Shading dialog box of MS-Word.

Q. 4. Explain various slide views available in MS-Power point with their use.

Q. 5. Which are various features of any presentation software like MS-Power Point?

Q. 6. Explain various applications of DTP?

Q. 7. Explain any five tools of Photoshop?

Q. 8. Which are various types of computer graphics? Explain the differences between raster and vector graphics.

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