

Exam. Code : 105701

Subject Code : 1442

B.Sc. Information Technology 1st Semester

FUNDAMENTALS OF COMPUTERS

Paper-I

Time Allowed—3 Hours] [Maximum Marks—75

Note :— There are four sections, each having **two** questions. Attempt any **five** questions, selecting at least **one** question from each Section. All questions carry equal marks.

SECTION-A

1. (a) Draw and explain the block diagram of a computer.
(b) Explain Hard Disk, CD, Pen Drive as secondary storage devices.
2. Which are different types of software ? Which are various types of processing ?

SECTION-B

3. What are various responsibilities of an OS ?
4. (a) What is difference between cold booting and warm booting ?
(b) Which are different types of Operating Systems ?

SECTION-C

5. (a) Explain Find-and-Replace dialog box of MS-Word.
(b) Which are different operations that can be performed on a table in MS-Word ?
6. Explain the advantages and procedure of Mail Merge.

SECTION-D

7. (a) How will you format and enhance the text in a slide in MS-PowerPoint ?
(b) Which are different views of slides in MS-PowerPoint ?
8. Explain the salient features of any presentation software.