

**Duration: 2 Hours**

**Date: 28.05.08**

**Time: 10.00 am – 12.00 noon**

Answer **Four** Questions Only.

**Q1.**

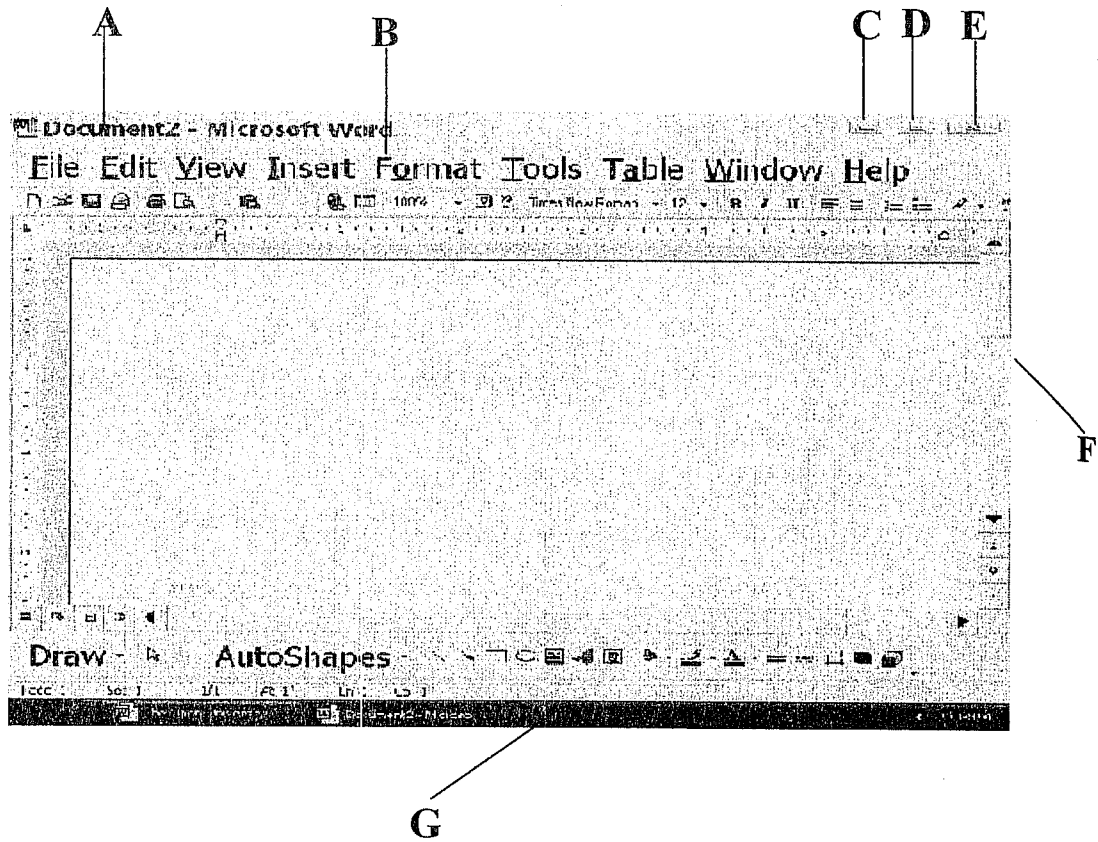
- a. Write short notes on the following:
  - I. Features of a computer
  - II. CPU
  - III. Types of computers
- b. What are the peripherals in a computer?
- c. What are the differences between a mini computer and a mobile computer?
- d. Write short notes on the following:
  - I. ASCII
  - II. MZ

**Q2.**

- a. Convert the following decimal value into binary and binary value into decimal.
  - i.  $215_{10}$
  - ii.  $11000111_2$
- b. There are four programs in a system software. Describe each one shortly.
- c. Describe two operating systems.
- d. Indicate whether the following statements are TRUE or FALSE.
  - i. Windows is a multi-user, multi-tasking operating system.
  - ii. Internet explorer is an application software.
  - iii. Java is a low level language.
  - iv. My Computer icon appears on the task bar.
  - v. Control Panel provides facilities for handling only hardware.

Q3.

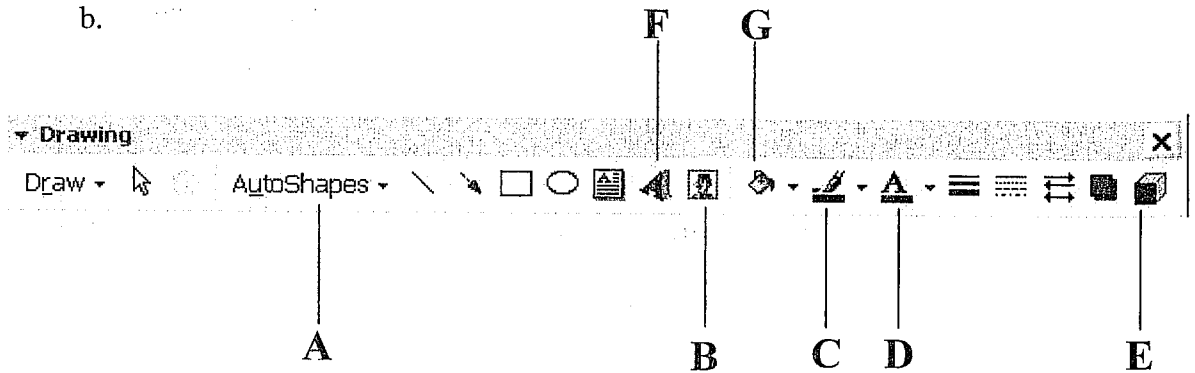
- a. What are the advantages of the Control Panel?
- b. Describe the items labeled A-G below



- c. Write short notes on the following :
  - i) Application software
  - ii) Linux
  - iii) Task bar

Q4.

- a. Describe main facilities of MS-Word.
- b.



By using the given figure, describe how the following tasks are carried out.

- i. Insert pictures into your text document.
  - ii. Insert Word Art into your text document.
  - iii. Set 3D to the Word Art.
  - iv. Change text color.
  - v. Change background color in picture.
- c. Create four Microsoft PowerPoint presentation slides to introduce Computer technology to the kids .

**Q5.**

- a. What is the purpose of spreadsheet?
- b. Using your knowledge on Microsoft Excel, explain the following terms.
  - i. Cell
  - ii. Formula bar
  - iii. Worksheet and Workbook
- c. Answer the following questions by using the table given below:

	A	B	C	D	E	F
1	STU_NO	STU_NAME	STU_M1	STU_M2	TOTAL	AVERAGE
2	147	Mala	45	65		
3	852	Kapila	62	21		
4	123	Rosi	35	75		
5	456	Raj	85	82		
6	951	Lal	42	55		
7	753	Gamini	51	40		
8	324	Roshan	25	39		

- i. Write a function to find the total marks.
- ii. Write a function to find the maximum and minimum total mark.
- iii. Write a function to find the average marks.
- iv. Write a function to add extra 20 marks to the total for all the students.

**Q6.**

- a. Briefly describe Field, Record, Table and Query with respect to MS Access.
- b. What is the Internet? Describe three disadvantages of it.
- c. Write short notes on the following:
  - i. Web client
  - ii. E - Commerce
  - iii. Web based learning

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