

(i) Printed Pages: 2

Roll No. ....

(ii) Questions : 9

Sub. Code : 

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Exam. Code : 

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**B.A./B.Sc. (General) 1<sup>st</sup> Semester**

**1128**

**COMPUTER SCIENCE**

**Paper : CS02-Theory-B-PC Software**

**Time Allowed : Three Hours]**

**[Maximum Marks : 30**

**Note :—** Candidate is required to attempt **five** questions in all including Question No. **9** (which is **compulsory**) and attempt remaining **four** questions by selecting **one** question from each section.

**SECTION—A**

1. List major features of DOS. Explain wild cards along with their significance in DOS. 6
2. Write the syntax and output of following commands :  
COPY, ATTRIB, DATE, TIME, DEL, SYS, FIND. 6

**SECTION—B**

3. Write notes on :
  - (a) Recycle Bin
  - (b) Control Panel
  - (c) Windows Explorer. 6
4. Explain major features of Windows operating system. Discuss how files and folders are organised in Windows operating system. 6

### SECTION—C

5. How mail merge feature is used in word processing software for labels and envelopes ? Discuss steps available with mail merge wizard. 6
6. Explain following features of Word processing software :  
(a) Page Formatting  
(b) Find and Replace  
(c) Auto Correct. 6

### SECTION—D

7. Explain various types of charts available in spreadsheet software. Write steps involved in adding titles and legends to charts. 6
8. Write note on following features of PowerPoint software :  
(a) Design Templates  
(b) Animation  
(c) Transitions. 6

### COMPULSORY QUESTION

9. (a) Define GUI. 1  
(b) What is the function of Auto Fill feature ? 1  
(c) Explain autoexec.bat. 1  
(d) Highlight the significance of Header and Footer. 1  
(e) List major mathematical functions available in spreadsheet software. 1  
(f) How timer can be added in slide show for a presentation ? 1