(i) **Printed Pages : 3**

(ii) **Questions** **: 9**

Roll No. ....

Sub. Code : | 0 | 9 | 1 | 3 |

Exam. Code : | 0 | 0 | 2 | 7 |

Bachelor of Computer Applications 1st Semester
1128
COMPUTER FUNDAMENTALS AND COMPUTING
SOFTWARE
Paper : BCA-16-103

Time Allowed : Three Hours] **[Maximum Marks : 65**

Note :— (1) The question paper consists of **FOUR** units.

(2) The students are required to attempt **ONE** question from each unit and the compulsory question.

(3) All questions carry equal marks.

SECTION—A

1. (a) Describe various input devices of computer system. 7

   (b) What are the different types of printers ? Explain the working of the same. 6

2. (a) Mention different secondary storage devices. Explain in detail any three of them. 6

   (b) Differentiate between compiler and assemblers. 7

SECTION—B

3. (a) Write a note on following internal commands :

   (i) TYPE (ii) VER (iii) VOL 6

(b) What is the role of Wildcards characters in DOS ? Discuss giving example. 7

4. (a) Write a note on following external commands :

   (i) DELTREE

   (ii) RESTORE

   (iii) SCANDISK 6

   (b) What are the different types of windows ? Discuss in detail. 7

SECTION—C

5. (a) What is a template in Word Processing Package ? How is it used to create a document ? 7

   (b) Describe the Check Spelling and grammar option in Word. How is it useful ? 6

6. (a) What are the different options to format text in word processing package ? Discuss in detail. 7

   (b) Mention the steps to create a table, list for a document in word. 6

SECTION—D

7. (a) What are the different options to view a spreadsheet ? Also discuss the various options to enter text in a cell. 7

   (b) Define macro in spreadsheet package. How to create and run a macro ? 6

8. (a) What are the printing options available in spreadsheet package ? How to sort the records in a spreadsheet doc ? 7

(b) Mention the steps to create a presentation. How to incorporate animation using presentation ? 6

(Compulsory Question)

9. Attempt the following questions briefly :

(a) Define BIT and BYTE 2

(b) Define the characteristics of computer. 2

(c) What is difference between warm boot and cold boot ?

2

(d) Differentiate between application software and system software. 2

(e) How to create header and footer in Word ? 2

(f) Mention the steps to create indexes and bibliographies. 3