

(i) Printed Pages : 3

Roll No. ....

(ii) Questions : 9

Sub. Code : 

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Exam. Code : 

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**B.C.A. 1st Semester**

**1125**

**COMPUTING SOFTWARE**

**Paper : BCA-104**

**Time Allowed : Three Hours]**

**[Maximum Marks : 90**

**Note :-** Attempt **one** question each from each Section (A to D).  
Question No. 9 is compulsory. Each question is of 18 marks.

**SECTION-A**

1. (a) What is Translator ? Describe and compare different types of translators. 9  
(b) What is DOS ? Explain any eight commands of DOS. 9
2. (a) Describe the use of CONFIG.SYS and AUTOEXEC.BAT files. 9  
(b) What do you mean by Software ? Describe different types of software. 9

**SECTION-B**

3. (a) What is Control Panel in Windows ? Explain its use with examples. 9  
(b) What is Mail Merge ? Describe different steps for mail merge. 9

4. (a) What do you mean by Word Processing ? Explain the features of any Word Processing Package. 9
- (b) Describe the use of recycle bin and Windows Explorer in Windows. 9

### SECTION-C

5. (a) What is Spread Sheet ? Elaborate different advantages of Spread Sheet. 9
- (b) What do you mean by Macro ? Describe steps to create a macro in Spread Sheet. 9
6. (a) What is an Animation ? How can you create animations in MS-PowerPoint. Explain features of MS-PowerPoint. 9
- (b) How can you create a formula in MS Excel ? Also, explain different types of Graphs in MS Excel. 9

### SECTION-D

7. (a) What is HTML ? Explain different types of lists in HTML. 9
- (b) What is Front Page ? Discuss features of Front Page. 9
8. (a) What is Internet ? Explain services provided on internet. 9
- (b) What is Form in HTML ? Write a HTML code to create a student form. 9



**(Compulsory Question)**

9. Write short notes on the following :

- |                                     |   |
|-------------------------------------|---|
| (a) WWW                             | 2 |
| (b) DISKCOPY command in DOS         | 2 |
| (c) Labels and envelopes in MS-Word | 2 |
| (d) Dreamweaver                     | 2 |
| (e) Cell in spreadsheet             | 2 |
| (f) Multi-tasking                   | 2 |
| (g) Difference between bit and byte | 2 |
| (h) Spell Check                     | 2 |
| (i) Links in HTML.                  | 2 |