2013

Time: 3 hours

Full Marks: 80

Candidates are required to give their answers in their own words as far as practicable.

The figures in the margin indicate full marks.

Answer from both the Groups as directed.

Group – A

(Objective Type Questions)

1. Write ‘True’ or ‘False’ of the following:

   $2 \times 10 = 20$

   (a) RAM is a volatile memory.

   (b) UDU is an input device.

   (c) DOS is a single-user operating system.

   (d) COPY CON < filename > is the command used to create a new file in DOS.

   (e) 1 Kilobyte is equal to 10,000 bytes.

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(Turn over)
(f) MS – Power Point is a presentation package.

(g) WINDOWS provides Graphical User Interface.

(h) Internet is an example of Local Area Networking.

(i) Central Processing Unit comprises of Control Unit and Arithmetic and Logical Unit.

(j) A chart is a graphical representation of numerical data present in the spreadsheet.

Group – B
(Long-answer Type Questions)

Answer any four questions: \[15 \times 4 = 60\]

2. Explain briefly about different components or parts of a computer.

3. Write short notes on the following:
   (a) Recycle Bin
   (b) Screen Saver
   (c) Explorer

4. Explain Mail-merge feature of MS-Word.

UK – 25/2 (2) Contd.
5. What is a chart? Write down the steps to insert a chart in MS-Excel.

6. What is Networking? Explain LAN and WAN. Also mention some of the advantages of Networking.

7. Write short notes on the following:
   (a) Slide Transition
   (b) Custom Animation

8. What is a Computer Program? Give a brief description of different types of Computer Languages.

9. What is DBMS. List some advantages of DBMS.

10. Write about the following DOS commands:
    (a) Del
    (b) Ren
    (c) Copy
    (d) Move