(Pages : 2)

Name.....................................

Reg. No................................

FIFTH SEMESTER (CBCSS—UG) DEGREE EXAMINATION
NOVEMBER 2022

BCA/B.Sc. Computer Science/IT

BCA/B.C.S./BIT 5D 01—INTRODUCTION TO COMPUTERS AND OFFICE AUTOMATION

(2019 Admission onwards)

Time : Two Hours

Maximum : 60 Marks

Part A

Short Answer type questions (Answer all questions, each correct answer carries a maximum of 2 marks. Ceiling 20 marks).

1. How to insert Animated pictures in MS Power point ?
2. How can a macro be created using macro editor ?
3. Write a short note about system software ?
4. Define Client.
5. What is layering object ?
6. How add images to our documents ?
7. Explain High level language.
8. Define WAN.
9. Write a short note about CPU ?
10. How to check spelling and grammar in MS Word ?
11. What is client server model ?
12. Differentiate notebook and net book.

Section B (Short Essay Type Questions)

*Answer **all** questions, each correct answer carries a maximum of 5 marks. Ceiling 30 marks)*

13. Explain detail on creating and editing a document.
14. Explain various storage devices.

Turn over

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ML Morrison

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