

AE-1218

B.Sc. (Part - I)
Term End Examination, 2016-17

INFORMATION TECHNOLOGY

Paper - I

Fundamental of IT Computers
and PC Software

Time : Three Hours] [*Maximum Marks* : 50

Note : Answer **all** questions. All questions carry equal marks.

Unit-I

1. (a) Draw the block diagram of Computer and explain all the components of Computer.
- (b) What is Input device? Describe the different Input devices.

OR

(2)

2. (a) Explain the features of a Von Neumann architecture of Computer.
- (b) Discuss the applications of Computer.

Unit-II

3. (a) What is DOS ? Describe internal and external commands in DOS. Name the commands with their syntax.
- (b) Give the various versions of DOS.

OR

4. (a) What is booting process of DOS ?
- (b) What are batch files ? How can a batch file be created and executed ?

Unit-III

5. (a) What is an Operating System ? Discuss the basic functions of OS.
- (b) What is Windows ? Discuss the anatomy of a Window.

OR

6. (a) What are the different versions of Windows ? Discuss the features of Windows 10.
- (b) What is Upgradation ? What risks are involved in upgrading ?

(3)

Unit-IV

7. (a) What is Mail Merge ? Write the various steps involved to perform Mail Merge.
(b) Explain Header and Footer.

OR

8. (a) What is Macro ? Write the steps for creating a new Macro on MS-Excel.
(b) Describe the language tools offered in MS-Word to aid writing.

Unit-V

9. (a) What do you mean by Spreadsheet ? Discuss the use of Excel Spreadsheet.
(b) How do we enter a formula in Excel ?

OR

10. (a) How in MS-Excel, data cells are inserted, deleted, copied and moved ?
(b) What is chart in MS-Excel ? Discuss six common chart types supported by MS-Excel.
-