



**JA-3705**

**First Year B. C. A. (Sem. I) (CBCS) Examination**  
**March/April – 2013**  
**105 : PC Software**

Time : 3 Hours]

[Total Marks : 70

**Instructions :**

(1)

नीचे दशांशवैध निशानीवाणी विगतो उत्तरवही पर अवश्य कम्पली. Fillup strictly the details of signs on your answer book.		Seat No.:
Name of the Examination :		<input type="text"/>
F. Y. B. C. A. (SEM. 1) (CBCS)		<input type="text"/>
Name of the Subject :		<input type="text"/>
105:PCSOFTWARE		<input type="text"/>
Subject Code No.:	<input type="text" value="3"/> <input type="text" value="7"/> <input type="text" value="0"/> <input type="text" value="5"/>	Section No. (1, 2,.....):
		<input type="text" value="Nil"/>
Student's Signature		

- (2) All questions are compulsory.  
(3) Figures to the right indicate full marks.

- 1 Answer the followings in short : (any ten) 10
- (i) Difference between CUI and GUI.
  - (ii) What is an Active cell ?
  - (iii) When would you see “#####” in a cell of Excel ?
  - (iv) Give full form of MIME and URL.
  - (v) What is internet ?
  - (vi) Define presentation.
  - (vii) What is web browser ? Give any two examples of web browser.
  - (viii) What are design templates ?
  - (ix) Difference between auto text and autocorrect.
  - (x) Is the space reserve for recycle bin ?
  - (xi) What is pivot table ?

- 2 Answer the following : (any three) 15
- (i) Explain the following DOS commands : (any two)
    - (a) Format
    - (b) Copy
    - (c) Label
    - (d) Tree
    - (e) RD

- (ii) What is windows ? Explain all parts of windows in detail.
- (iii) Explain the Change Case command of Ms-Word.
- (iv) Write a note on paragraph command.

3 Write short notes on the following : (any three) 15

- (i) Page set up in MS word.
- (ii) Network neighborhood
- (iii) Recycle bin
- (iv) Slide transition.

4 Answer the following : (any three) 15

- (i) Explain different view of PowerPoint.
- (ii) Explain auto content wizard and design template.
- (iii) What is chart ? List at least five types of charts. Write a step to create charts in excel.
- (iv) Explain cell reference and its type.

5 Answer the following : 15

- (i) Note on application of internet. 5

**OR**

What is the protocol ? Explain internet mail protocols. 5

- (ii) What is mail merge ? Write detail note on mail merge. 5

**OR**

What is filtering ? How to apply filtering in MS Excel database ? 5

- (iii) Write the use of IF and COUNTIF function with example. 5