

Piyush 512



**EM-3706**  
**First Year B. C. A. (Sem. I) Examination**  
 November / December - 2016  
**106 - Practicals : Paper - I**  
 (New Course)

Time : 5 Hours]

[Total Marks : 140

**Instruction :**

नीचे दशाधिक निशानीवाणी विगतो उत्तरपत्री पर अवश्य सप्तरी.  
 Fillup strictly the details of signs on your answer book.

Name of the Examination :

Name of the Subject :

Subject Code No.     Section No. (1, 2, ... )

Seat No. :

Student's Signature

1 Write a program to find the total number of vowels, consonants, uppercase letters, lowercase letters, numbers and special characters in a given string. 30

2 Draw the following pattern for the N numbers if N=4 30

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  4
 4 3
4 3 2
4 3 2 1

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3 Create a worksheet for following fields: 20

Product No	Product Name	Qty (Units)	Rate
P101	Printer	21	8000
P102	Laptop	34	25000
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- (a) Each products Qty should be minimum 1 and Maximum of 50 units.
- (b) Add one more column Amount (Amount = Qty \* Rate)
- (c) Format cells with red color Font whose amount is >=50000

- (d) Add discount column and discount base on following condition: If Amount is  $\geq 25000$  and  $\leq 30000$  then discount is 5% Amount is  $> 30000$  and  $\leq 35000$  then discount is 10%  
Amount is  $> 35000$  and  $\leq 40000$  then discount is 15%  
Else give discount 20%
- (e) Add one more column Net Amount (Amount - Discount)
- (f) Sort the records in descending order of Net Amount
- 4 Create a document of about seven pages on "Subjects of BCA" and perform following commands : 20
- (1) Apply Page Border.
  - (2) Create AutoText for your full Stream name (BCA).
  - (3) Record Macro to insert formatted subject name.
  - (4) Insert image in centre alignment in header & page no (-1-) in footer.
  - (5) Apply double line spacing in 1<sup>st</sup> paragraph.
- 5 Create Presentation with at least five slides on "My Dream of Career." 20
- 6 Viva + Files. 20
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