23BSC213

UG PROGRAM (4 YEARS HONOURS) WITH SINGLE MAJOR
AT THE END OF SECOND SEMESTER
SKILL COURSES
DIGITAL LITERACY(Major)
(COMMON FOR ALL MAJORS)
(w.e.f. Admitted Batch 2023-24)

Time: 2 Hours   Maximum: 50 marks

SECTION – A

Answer ALL Questions: 3 x 10 = 30

1. a) Explain about GUI Elements?
   (Or)
   b) Explain about File operations - locating, opening, storing and printing a document?

2. a) What are the operations performed in E-mail? Explain?
   (Or)
   b) Write the steps to register for a web-based E-mail account?

3. a) Explain about Bank and Personal transactions?
   (Or)
   b) Explain in detail about the Features of Word Processing?

SECTION – B

Answer any FOUR Questions: 4 x 5 = 20

1. Write about USB Ports.

2. Explain about creating and shifting folder/sub folder in hard disk and desktop.

3. What is search engine? Explain.

4. How do you forward an E-mail and delete an E-mail message.

5. Explain about how to make utility bill payments.

6. Write about mobile/DTH recharge.