

Total No. of Questions : 9]
(1107)

[Total No. of Printed Pages : 4

**B.C.A. UG (CBCS) RUSA IIIrd Semester
Examination**

3845

**DESKTOP PUBLISHING AND DESIGNING
BCA-305**

Time : 3 Hours]

[Maximum Marks : 70

Note :- Part A is compulsory. Attempt *one* question each from Part B, C, D and E.

Part-A

(Compulsory Question)

1. ~~(A)~~ Multiple choice questions:-

(i) When lines of text are straight on the left and right margins, such as most newspaper columns, the text is :

- (a) Fully Justified
- (b) Center Justified
- (c) Aligned
- (d) Whole Justified

- (ii) A is a small box with an up and down arrow that enables you to spin through a set of values.
- (a) Text Box (b) Dialogue Box
(c) Value Box (d) Spin Box
- (iii) Text alignment options include all of the following except :
- (a) Right Aligned
(b) Left Aligned
(c) Decimal Aligned
(d) Centred
- (iv) The character spacing tab is located in the dialogue box.
- (a) Spacing (b) Text
(c) Format (d) Font
- (v) To change spacing before and after a paragraph, you go to the paragraph group located on the tab.
- (a) Page Layout (b) Home
(c) Insert (d) View
- (vi) are references placed at the bottom of the page containing the reference.
- (a) End notes (b) Work cited
(c) Bibliographies (d) Foot notes

(vii) The line spacing button is located in the group on the Home tab.

- (a) Font (b) Styles
(c) Editing (d) Paragraph

(viii) A trademark notation or a copyright symbol usually displays in :

- (a) Strikethrough (b) Superscript
(c) Subscript (d) Emboss

(ix) Which format are particularly useful for storing line-based elements ?

- (a) Meta file format
(b) Vector format
(c) Scene format
(d) Animation format

(x) Find and replace is located in the

- (a) Clipboard (b) Editing
(c) Paragraph (d) Style $1 \times 10 = 10$

(B) Short answer type questions 25 to 30 words :

(i) Write short note on transparent printout.

(ii) What is Page Orientation ?

(iii) Write any four shortcut keys used in Pagemaker.

(iv) Explain term PPI and LPI.

(v) Use of filters in photoshop.

$4 \times 5 = 20$

Part-B

(Unit-I)

2. How DTP is best in Publication ? Justify.
3. What are non-impact printers ? Explain the working of laser printer with its advantages and disadvantages. 10

Part-C

(Unit-II)

4. What is Page Layout ? Explain its various types.
5. What do you mean by Pagemaker ? Discuss its various toolbars. 10

Part-D

(Unit-III)

6. Explain the term table editors. How can you edit a table ?
7. What are various graphic files formats ? Differentiate between bitmap and vector format. 10

Part-E

(Unit-IV)

8. Explain various colour modes and models.
9. What is Photoshop ? Write its tools and layers working with images. 10