2019

Computer Fundamental

Q1.Answer in short:

(a)What is Computer Virus?Name its example.

(b)What is website and web pages?

(c)How can you create a table in MS-Word?

(d)What are the different types of Computer?

Ans.(a)A computer virus is a program that may disturb the normal working of a computer system". Virus attaches itself to files stored on floppy disks, USBs, email attachments and hard disks. A file containing a virus is called infected file. If this file is copied to a computer, virus is also copied to the computer.

The following are some well-known viruses.

1.CodeRed 2.Nimba

3.Sir Cam 4.Melisa 5.Ripper

Ans.(b)Web page:A document which can be displayed in a web browser such as Firefox, Google Chrome, Opera, Microsoft Internet Explorer or Edge, or Apple's Safari. These are also often called just "pages."

Website:A collection of web pages which are grouped together and usually connected together in various ways. Often called a "web site" or simply a "site."

Ans.(c) The basic steps for creating a standard table in Microsoft Word are:

1. Open a blank Word document
2. In the top ribbon, press Insert
3. Click on the Table button
4. Either use the diagram to select the number of columns and rows you need, or click Insert Table and a dialog box will appear where you can specify the number of columns and rows.
5. The blank table will now appear on the page. Alter it as necessary. Standard features like bold, italics, and underline are still available! These items may be helpful for creating headings or calling out certain items in the table.
6. Follow these instructions for ensuring your table meets APA formatting guidelines.

Ans.(d) The different types of computer are as follows:

1. **Super Computers:**A supercomputer is a computer with a high level of performance compared to a general-purpose computer. Performance of a supercomputer is measured in floating-point operations per second (FLOPS) instead of million

instructions per second (MIPS). As of 2017, there are supercomputers which can perform up to nearly a hundred quadrillion FLOPS.

2. **Mainframe Computers:** Mainframes are a type of computer that generally is known for their large size, amount of storage, processing power and high level of reliability. They are primarily used by large organizations for mission-critical applications requiring high volumes of data processing.
3. **Minicomputers:** A minicomputer is a type of computer that possesses most of the features and capabilities of a large computer but is smaller in physical size. A minicomputer fills the space between the mainframe and microcomputer and is smaller than the former but larger than the latter. Minicomputers are mainly used as small or mid-range servers operating business and scientific applications.
4. **Microcomputers:** A microcomputer is a computer with a central processing unit (CPU) as a microprocessor. Designed for individual use, a microcomputer is smaller than a mainframe or a minicomputer. The term microcomputer is not as commonly used as it was during the 1970s-1980s. We now refer to microcomputers as, simply, computers or personal computers (PC).

Q2. Draw the block diagram of computer and write the function of each component.

Ans. A computer system can be blocked into mainly three parts:

Input Unit
Central Processing Unit
Output Unit

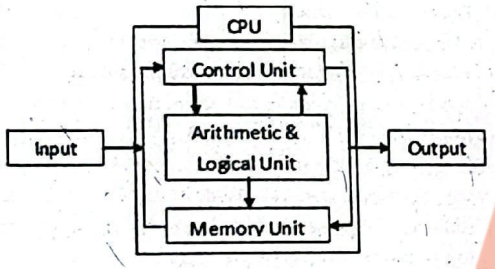

Fig. Block Diagram of Computer

1. **Input unit** – Input unit is a unit that accepts any input device. The input device is used to input data into the computer system.

Function of Input unit:

- It converts inputted data into binary codes.
- It sends data to main memory of computer .

2. **Central Processing Unit (CUP)** – CPU is called the brain of a computer. An electronic circuitry that carries out the instruction given by a computer program.

CPU can be sub classified into three parts.

i. **Control unit (CU)**- The control unit manages the various components of the computer. It reads instructions from memory and interpretation and changes in a series of signals to activate other parts of the computer. It controls and co-ordinate is input output memory and all other units.

ii. **Arithmetic & Logic unit (ALU)** – The arithmetic logic unit (ALU), which performs simple arithmetic operation such as +,-, *, / and logical operation such as >, <, =<, <= etc.

iii. **Memory Unit (MU)**- Memory is used to store data and instructions before and after processing. Memory is also called Primary memory or internal memory. It is used to store data temporary or permanently.

Function of CPU-It controls all the parts and software and data flow of computer.It performs all operations.It accepts data from input device.It sends information to output device.Executing programs stored in memoryIt stores data either temporarily or permanent basis.It performs arithmetical and logical operations.

3. **Output Unit** –Output unit is a unit that constituents a number of output device. An output device is used to show the result of processing.

Function of Output unit: It accepts data or information sends from main memory of computer.It converts binary coded information into HLL or inputted languages.

Q3. What is networking? What are advantages of its?

Ans. A computer networking is an engineering discipline that aims to study and analyze the communication process among various computing devices or computer systems that are linked, or networked, together to exchange information and share resources.

Advantages of Networking

- It makes file sharing easier: Networking makes file sharing very quick and very easier. Instead of using a disk or USB key to carry files from one computer or office to another, you can share files directly using a network.
- Workgroup Computing: Workgroup software like Microsoft BackOffice enables many users to contribute to a document concurrently. This allows for interactive teamwork.
- Security: Specific directories can be password protected to limit access to authorized users. Also, files and programs on a network can be designated as "copy inhibit" so you don't have to worry about the illegal copying of programs,
- It provides the benefit of flexibility: Computer networking is known to offer high flexibility in a sense that you are given the chance to explore everything about a certain type of software without affecting its functionality. You will have the accessibility to all information that you need.
- It increases cost efficiency: With computer networking, you can use a lot of software products available on the market which can just be stored or installed in your system or server, and can then be used by various workstations.

Q4. What is word processor? What are varlous features in word processor?

Ans. Word processor is an application software, which is capable of creating ,editing, saving,and printing documents.

It's features are:

1. **Ease and speed:** an word processor provides an easier and faster method to type the text.
2. **Editing feature:** Using a word processor ,you can apply editing operations to the text.
3. **Storage:** It stores all your documents for future use
4. **Graphic feature:** you can add pictures, drawings,and charts, etc.,to your document.

Q5. Explain mail merge. Write the steps for mail merge.

Ans. *Same as 2018 Q.no 3*

Q6. Describe mobile computingand artificial intelligence.

Ans. Mobile computing: *Refers to chapter 5 Q.no 3(iv)*

Artificial Intelligence : In the last few decades, computers have shrunk in size and also in terms of cost. The memory inside the computer system has increased so much that it is now equivalent to a substantial portion of human brain's storage capacity. With the avilability of new hardware and software, computers are being specifically developed for performing some very complex tasks to case the pressure on human mind. For example, nowadays computers are used to forecast weather conditions and simulate extraordinary galactic events like birth of a star.

Accessing these complex problems requires a lot of com putational work, which puts tremendous strains on hu man mind. Scientists realised that human mind cannot be pushed beyond certain limits and thus they began working on development of systems, which have cer tain level of intelligence, similar to that to human brains. This gave birth to the concept of Artificial intelligence (AI).

Q7. What are various tags used in HTML? Explain it.

Ans. The various tags used in HTML are as follows:

(i) Head tag: Head tag is used to contain all the head element in the html file. It contains the title, style, meta, … etc tag.
Syntax:<head> Statements... </head>

(ii) Body tag: It is used to define the body of html document. It contains image, tables, lists, … etc.
Syntax:<body> Statements... </body>

(iii) Title tag: It is used to define the title of html document.
Syntax:<title> Statements... </title>

(iv) Heading tag: It is used to define the heading of html document.
Syntax:
<h1> Statements... </h>
<h2> Statements... </h2>
<h3> Statements... </h3>
<h4> Statements... </h4>
<h5> Statements... </h5>
<h6> Statements... </h6>

(v) Paragraph tag: It is used to define paragraph content in html document.
Syntax: Statements...

(vi) Emphasis tag: It is used to renders as emphasized text.
Syntax: Statements...

(vii) Bold tag: It is used to specify bold content in html document.
Syntax: Statements...

(viii) Italic tag: It is used to write the content in italic format.
Syntax: Statements...

(ix) Small (text) tag: It is used to set the small font size of the content.
Syntax:<small> Statements... </small>

(x) Underline tag: It is used to set the content underline.
Syntax:<u> Statements... </u>

(xi) Deleted text tag: It is used to represent as deleted text. It cross the text content.
Syntax:<strike> Statements... </strike>

(xii) Anchor tag: It is used to link one page to another page.
Syntax: Statements...

(xiii) List tag: It is used to list the content.
Syntax: Statements...

(xiv) Ordered List tag: It is used to list the content in a particular order.
Syntax: Statements...

(xv) Unordered List tag: It is used to list the content without order.

Syntax: Statements...

(xvi)Comment tag: It is used to set the comment in html document. It is not visible on the browser.

Syntax:<!– Statements... –>

(xvii)Scrolling Text tag: It is used to scroll the text or image content.

Syntax:<marquee> Statements... </marquee>

(xviii)Center tag: It is used to set the content into the center.

Syntax: Statements...

(xix)Font tag: It is used to specify the font size, font color and font-family in html document.

Syntax:<font> Statements ... <font>

(xx)Line break tag: It is used to break the line.

Syntax:

(xxi)Image tag: It is used to add image element in html document.

Syntax:<img>

(xxii)Horizontal rule tag: It is used to display the horizontal line in html document.

Syntax:<hr/>

2018

Fundamental of Computer

Q1. Write short notes on :

(i) Social Networking

(ii) Cloud computing

(iii) Internet

(iv) Web browser

Ans.(i)Social Networking: Refers to chapter 5 Q.no 3(iii)

Ans.(ii) Cloud computing: Refers to chapter 5 Q.no 3(v)

Ans.(iii) Internet: Refers to chapter 3 Q.no 1

Ans.(iv) Web browser: A web browser is a software program that allows a user to locate, access, and display web pages. In common usage, a web browser is usually shortened to "browser." Browsers are used primarily for displaying and accessing websites on the internet, as well as other content created using languages such as Hypertext Markup Language (HTML) and Extensible Markup Language (XML).

Browsers translate web pages and websites delivered using Hypertext Transfer Protocol (HTTP) into human-readable content. They also have the ability to display other protocols and prefixes, such as secure HTTP (HTTPS), File Transfer Protocol (FTP), email handling (mailto:), and files (file:). In addition, most browsers also support external plug-ins required to display active content, such as in-page video, audio and game content.

Q2. What is Computer? Explain the different components of computers.

Ans. A computer is an electronic device that input raw facts called data, process it and produces a finished product called information.

The different components of computers are as fallows:

Input Devices:

These are the devices using which the user provides input instances.Input decices are also used to input programs.Example keyboard, mouse.

Output device : These devices notify the user about the outputs of a computotion.

Example : Screen, printer

Processing unit :

The central processing unit (CPU) is the brain of the computing device and performs the basic processing steps. A CPU typically consists of : -

i) An arithmetic and logical unit (HU) : - This provides the basic operational units of the CPU. It is made up of units (like address, multipliers) that perform arithmetic operations on in tegers and real numbers and of units that perform logical operations logical and bitwise and or etc.

ii) A control unit : This unit is responsible for controlling flow of data and instructions.

iii) General purpose registers : A CPU usually consists of a finite number of memory cells that work as scratch locations for strong intermediate results and values.

External memory :

The amount of memory (registers) resident in the CPU is typically very small and is inadequate to accommodate programs and data even of small sizes. Out of the processor memory provides the desired storge space. External memory is classified into two categories.

i) Main (or primary) memory :- This is a high speed memory that stayts close to the CPU. Programs are first loaded in the main memory and then executed. Usually main memory is volatile i.e its contents are lost after power down.

ii) Secondary Memory :- This is relatinely inexpensive, bigger and low speed memory. It is normally meant for off lins storage. i.e. storge of programs and data for future processsing. One requires secondary storage to be permanent, i.e its contents should last even after shutdown. Examples of secondary storage include floppy disks. hard disks and CD ROM disks.

Q3. What is memory? Explain the different types of memory.

Ans. Refers to chapter 1 Q.no 5

Q4. Explain mail merge. Write the steps for mail merge.

Ans. Mail merge is used to create multiple documents at once. These documents have identical layout, formatting, text, and graphics. Only specific sections of each document varies and is personalized. The documents Word can create with mail merge include bulk labels, letters, envelopes, and emails.

Step 1: Select a Document Type: The first step is to select what

Word calls a "document type" in the Mail Merge taskpane, what kind of mail-merge you want to undertake: form letters, e-mail messages,envelopes for mass-mailings, labels for mass-mailings, or a directory (a list or catalog). Choose an option button and click Next at the bottom of the task pane to go to step 2.

Step 2: Select a Starting Document: What Word calls the "starting document" is the document in which the merging takes place. In other words, the address or other data you retrieve will land in the documentyou choose or create now. You can create a new start document or use an existing one. In the case of labels and envelopes, you tell Word what size labels or envelopes you intend to print on. In the case of form letters, e-mail messages, and directories, you supply the text either by making use of a document you've written already or writing a new document.

Step 3: Select Recipients: In step 3, you tell Word where to get the data that you will merge into the startingdocument you created or supplied in step 2. You can retrieve the data from a table ina Word document, an Access database table or query, or the address book or contact list where you store your addresses. You can also create a new list for the data if you haven't entered the data in a file yet.

Step 4: Write/Arrange Your Document: In step 4, you insert the merge fields, the parts of the starting document that differ from recipient to recipient. By inserting merge fields, you tell Word where to plug information from the data source into the starting document. You also tell Word which data to take from the data source. Word offers special tools for entering an address block – the recipient's address, including his or her name, company, title,street address, city, and zip code.

Step 5: Preview Your Document: In step 5, you get a chance to see what your form letters, e-mail messages, envelopes, labels, or directory will look like after they are printed or sent. In this step, you find out what the document will look like when real data is plugged into it. If something is amiss in the document, you can click the Previous link to return to step 4, the Write/Arrange your document task pane, and make changes there.

Step 6: Complete the Merge: Step 6 is where you complete the merge by either printing a new document or saving the new file and printing it later. By saving the merged data in a new file, you can edit the file before printing it. In the case of e-mail messages, you click the Electronic Mail link to tell Word to send the e-mail messages.

Q5. What is computer networks? Explain its different types.

Ans. Refers to chapter 3 Q.no 6

Q6. Explain different tags used in HTML.

Ans. The different tags used in HTML are as follows:

(i)Heading Tags: Any document starts with a heading. You can use different sizes for your headings. HTML also has six levels of headings, which use the elements <h1>, <h2>, <h3>, <h4>, <h5>, and <h6>. While displaying any heading, browser adds one line before and one line after that heading.

(ii)Paragraph Tag: The tag offers a way to structure your text into different paragraphs. Each paragraph of text should go in between an opening and a closing tag.

(iii)Line Break Tag: Whenever you use the
 element, anything following it starts from the next line. This tag is an example of an empty element, where you do not need opening and closing tags, as there is nothing to go in between them.

(iv)Centering Content: You can use tag to put any content in the center of the page or any table cell.

(v)Horizontal Lines: Horizontal lines are used to visually break-up sections of a document. The <hr> tag creates a line from the current position in the document to the right margin and breaks the line accordingly.

Q7. Describe Cyber security and computer virus.

Ans. Refers to chapter 4 Q.no 6(i) & 6(ii)