MS-WORD TASKS:

1)PREPARE DOCUMENTATION ON COMPUTER PHERIPHERALS. (15 COMPONENTS)

2) PREPARE NEWS LETTER. [ADITYA L1,CHANDRAYA-3] [IN PAGE 6 ,14 YOU HAVE CHANDRAYAN-3,ADITYA L-1]. LEARN YOURSELF. REGARDING BOTH.

3)INVITATION [IN PAGE NO: 5] OR POSTER PRESENTATION.

4)TWO PARAGRAPHS USING WORD ART,CLIPART AND SMART ART.

5)CREATE INDEX PAGE, CERTIFICATE PAGE AND TIME TABLE.

Q) Write about peripherals of computer?

NOTE: Learn 15 components, you have to write 15 components.

- **Keyboard:** A primary input device that allows users to input text and commands into the computer.
- **Mouse:** Enables users to interact with graphical user interfaces, navigate through applications, and perform various tasks.
- **Touchpad:** Found on laptops, it serves as an alternative to a mouse for navigation.
- **Graphics Tablet:** Used by artists and designers for drawing and graphic design work.
- **Monitor/Display:** Provides visual output, allowing users to view text, images, and videos generated by the computer.
- **Printer:** Produces hard copies of documents and images from digital files.
- **Projector:** Displays computer content on a larger screen or surface for presentations or entertainment.
- **Hard Disk Drive (HDD):** Stores data magnetically on spinning disks and is a primary storage device for most computers.

Q)Prepare documentation on input and output devices using a MSWORD document?

1. **Input Devices:**
    - **Keyboard: A primary input device that allows users to input text and commands into the computer.**

- **Mouse: Enables users to interact with graphical user interfaces, navigate through applications, and perform various tasks.**
- **Touchpad: Found on laptops, it serves as an alternative to a mouse for navigation.**
- **Graphics Tablet: Used by artists and designers for drawing and graphic design work.**

2. **Output Devices:**
    - **Monitor/Display: Provides visual output, allowing users to view text, images, and videos generated by the computer.**
    - **Printer: Produces hard copies of documents and images from digital files.**
    - **Projector: Displays computer content on a larger screen or surface for presentations or entertainment.**

Q)Prepare documentation on Agriculture by using LATEX?

```
\documentclass{article}

\title{Agricultural Documentation}

\author{Your Name}

\date{\today}

\begin{document}

\maketitle

\section{Introduction}

Agricultural documentation is essential for managing and optimizing farming practices. This document provides an overview of key information related to crops, soil analysis, and other relevant factors.

\begin{figure}

\includegraphics[height=5cm,width=5cm]{farmingimage}

\end{figure}

\section{Crop Information}

\subsection{Crop Rotation}
```

Crop rotation is a crucial practice to maintain soil fertility and prevent the buildup of pests and diseases. Document the rotation schedule and the types of crops involved.

\subsection{Planting Schedule}

Include a planting schedule for each crop, specifying optimal planting times, seed varieties, and expected harvest dates.

\subsection{Crop Yield}

Record information on crop yield per acre/hectare. This data helps in assessing the success of different planting strategies.

\section{Soil Analysis}

\subsection{Soil Composition}

Provide details on the soil composition, including percentages of sand, silt, and clay. Understanding soil texture is vital for crop selection and irrigation planning.

\subsection{Nutrient Levels}

Document the nutrient levels in the soil, such as nitrogen, phosphorus, and potassium. This information guides fertilization practices.

\subsection{pH Levels}

Include pH levels of the soil, as it significantly impacts nutrient availability to plants.

\section{Pest and Disease Management}

Describe the strategies employed for pest and disease control. Include information on pesticide usage, natural predators, and preventive measures.

\section{Irrigation Plan}

Detail the irrigation plan, specifying the methods used, watering schedule, and any water conservation practices implemented.

\section{Conclusion}

Summarize the key findings and outcomes from the agricultural practices documented. Include insights for future improvements.

\end{document}

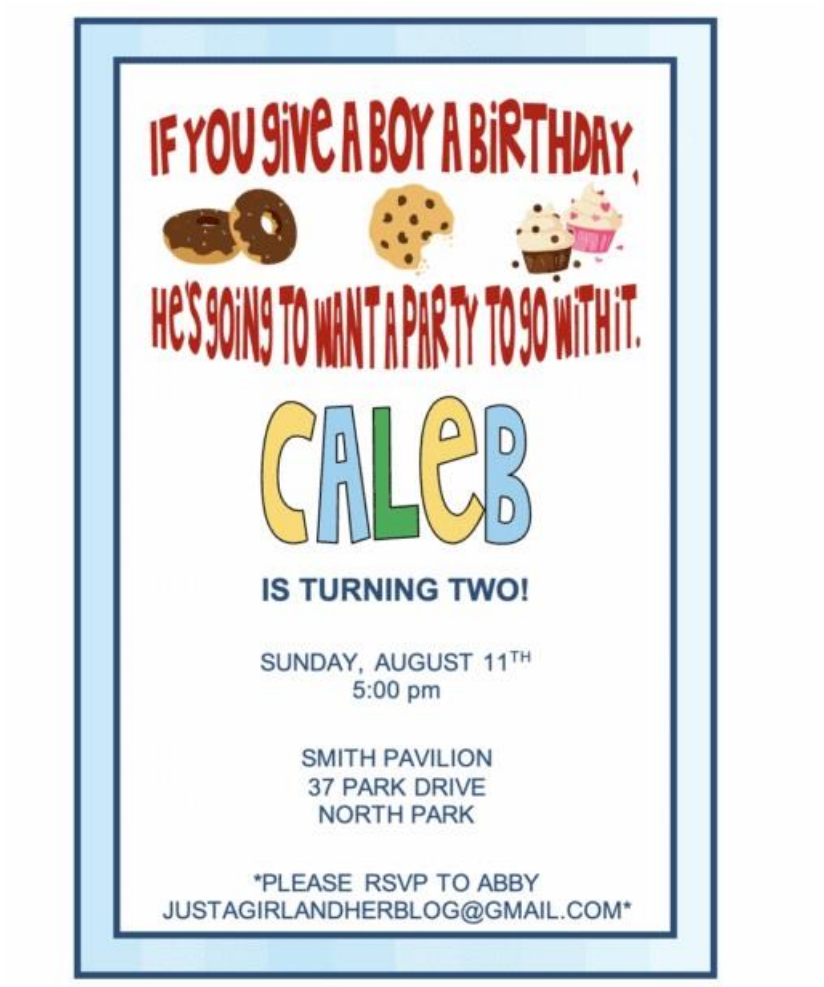
Q) Write about virus attacks?

1. **File-Infecting Viruses:**

- These viruses attach themselves to executable files and spread when the infected file is executed. They can corrupt or modify files, leading to loss of data or system instability.

2. **Macro Viruses:**
    - Macro viruses infect macro-enabled documents (e.g., Word or Excel files). They exploit the macros within these documents to execute malicious code, often spreading through email attachments.
3. **Boot Sector Viruses:**
    - These viruses target the master boot record (MBR) or the boot sector of a computer's hard drive. They can infect the system during the boot process, making them challenging to detect and remove.
4. **Polymorphic Viruses:**
    - Polymorphic viruses can change their code to evade detection by antivirus programs. They achieve this by altering their appearance while maintaining the same basic functionality.
5. **Worms:**
    - Worms are self-replicating programs that spread across networks without requiring user interaction. They can exploit vulnerabilities to propagate rapidly, causing widespread damage.
6. **Trojan Horses:**
    - Trojans disguise themselves as legitimate software but contain hidden malicious functionalities. They often rely on social engineering to trick users into executing them.
7. **Ransomware:**
    - Ransomware encrypts files on a victim's system, rendering them inaccessible. Attackers then demand a ransom for the decryption key. It has become a prevalent and lucrative form of cyber extortion.

Q) Prepare word document on invitation include word art and clipart?



Q)Write about TCP/IP settings?

Ans) TCP/IP, which stands for Transmission Control Protocol/Internet Protocol, is a suite of communication protocols used to connect and communicate between devices on a network. It is the fundamental set of protocols that underlies the functioning of the Internet. TCP/IP provides a standardized way for devices to establish and maintain a network connection and exchange data.

The TCP/IP suite consists of several protocols, each serving a specific purpose:

1. **Transmission Control Protocol (TCP):** TCP is responsible for ensuring that data is transmitted reliably and without errors between devices on a network. It breaks down large messages into smaller packets, sends them to the destination, and then ensures they are reassembled in the correct order.

2. **Internet Protocol (IP):** IP is responsible for addressing and routing packets of data so that they can travel across networks and arrive at the correct destination. IP addresses are used to uniquely identify devices on a network.

IPv4 and IPv6 Addresses:

1. **IPv4 Address:**

    - An IPv4 address is a 32-bit numerical label assigned to each device on a network. It consists of four octets separated by dots (e.g., 192.168.1.1). IPv4 addresses are the most widely used, but the limited address space led to the development of IPv6.

2. **IPv6 Address:**

    - IPv6 addresses are 128-bit and written in hexadecimal format (e.g., 2001:0db8:85a3:0000:0000:8a2e:0370:7334). IPv6 provides a larger address space to accommodate the growing number of devices connected to the Internet.

Subnet Mask:

- The subnet mask determines the network and host portions of an IP address. It is used in conjunction with the IP address to identify the network and devices within that network. For example, in the IP address 192.168.1.1 with a subnet mask of 255.255.255.0, the first three octets represent the network, and the last octet represents the device.

Q)Prepare News letter by using word on chandrayan-3?

Subject: Explore the Mysteries of the Moon with Chandrayaan-3 - Newsletter

Dear [Recipient],

Chandrayan-image.

We are thrilled to bring you the latest updates on India's ambitious lunar exploration mission - Chandrayaan-3. In this edition, we dive into the exciting developments and goals of this upcoming venture, set to propel India's space exploration capabilities to new heights.

Chandrayaan-3: India's Next Lunar Odyssey

Mission Overview:

Chandrayaan-3 marks the continuation of India's lunar exploration program, building upon the success of its predecessors, Chandrayaan-1 and Chandrayaan-2. This mission is set to further our understanding of the Moon's surface and unlock the mysteries held within.

Goals and Objectives:

1. **Landing Site Exploration:** Chandrayaan-3 aims to explore a new landing site on the lunar surface, enhancing our understanding of different geological features and expanding the scope of lunar research.

2. **Enhanced Payload:** The mission will carry advanced scientific instruments to analyze the lunar terrain, mineral composition, and conduct experiments that contribute to the global understanding of the Moon's formation and evolution.

Key Components:

1. **Lander:** The spacecraft will deploy a robust lander designed to make a precise and safe landing on the lunar surface. This lander will carry a suite of scientific instruments for in-depth lunar analysis.
2. **Rover (Tentative):** While the inclusion of a rover is yet to be confirmed, discussions have been underway about the possibility of sending a robotic rover to explore and conduct experiments on the Moon's surface.
3. **Orbiter:** Chandrayaan-3 will orbit the Moon, providing a bird's-eye view and conducting remote sensing observations. The orbiter will play a crucial role in relaying communication between Earth and the lunar surface.

Collaborations and Partnerships:

ISRO (Indian Space Research Organisation) continues to foster international collaborations, welcoming partnerships with other space agencies and research institutions. Chandrayaan-3 is an example of India's commitment to global space exploration initiatives.

Q)Write about BookMarks?

Bookmarks are digital or physical tools that help users save and quickly revisit specific locations within books, websites, or documents. They serve as a convenient way to organize and access frequently visited or important content. Here's a brief exploration of bookmarks in both digital and physical contexts:

Digital Bookmarks:

1. **Web Browser Bookmarks:**
    - In web browsers, bookmarks are links to web pages that users can save for quick access. Browsers typically provide a bookmark toolbar or menu for easy organization.
2. **Organizing and Categorizing:**
    - Users can create folders and subfolders to organize bookmarks into categories, making it simpler to find saved web pages based on topics or themes.
3. **Synchronization Across Devices:**
    - Modern web browsers often offer synchronization features, allowing users to access their bookmarks seamlessly across different devices, such as computers, tablets, and smartphones.
4. **Bookmark Managers:**
    - Some browsers provide bookmark managers with advanced features like search capabilities, tagging, and annotations, enhancing the overall bookmarking experience.

5. **Social Bookmarking:**

    - Platforms like Delicious and Pocket enable users to share and discover bookmarks with others, fostering a social aspect to bookmarking.

q)Write about search Engines?

A search engine is a software program or online service that enables users to search and retrieve information from the vast expanse of the World Wide Web or other databases. Its primary function is to index and organize web content, making it easier for users to locate relevant information based on their queries or keywords.

Popular Search Engines:

1. **Google:**

    - Google is the most widely used search engine globally, known for its powerful algorithms and user-friendly interface.

2. **Bing:**

    - Bing, developed by Microsoft, offers a visually appealing search experience and integrates with Microsoft's ecosystem.

3. **Yahoo:**

    - Yahoo Search, powered by Bing, provides search results and additional features such as news and email services.

Q)Write about popup blocks?

Popup blockers are tools designed to prevent the automatic display of pop-up windows on web browsers. Pop-ups are additional browser windows that appear on top of the main browsing window, often containing advertisements, alerts, or other content. While some pop-ups can be useful, such as those for login authentication or legitimate notifications, many are intrusive and may compromise the user experience. Popup blockers aim to enhance browsing by minimizing unwanted interruptions. Here's an overview of popup blockers:

Q)Write about LAN ,MAN and WAN?

A Local Area Network (LAN) is a network of interconnected computers, devices, and resources within a limited geographic area, such as a single building, office, or campus. LANs facilitate communication and resource sharing among connected devices.

Key characteristics of LANs include:

- **Limited Geographical Scope:** LANs typically cover a small and confined geographic area, ensuring high data transfer rates and low latency.

- **High Data Transfer Rates:** LANs support fast data transfer rates, allowing for efficient communication and collaboration among devices.
- **Common LAN Technologies:** Ethernet and Wi-Fi are common technologies used in LANs. Ethernet involves physical cables, while Wi-Fi enables wireless connectivity.
- **Shared Resources:** LANs enable the sharing of resources like printers, files, and applications among connected devices.
- **Ease of Maintenance:** LANs are generally easier to set up and maintain compared to larger networks like MANs and WANs.

Metropolitan Area Network (MAN):

Key features of MANs include:

A Metropolitan Area Network (MAN) is a network that covers a larger geographic area than a LAN but is smaller than a Wide Area Network (WAN). MANs connect multiple LANs within a city or metropolitan region.

- **High Data Transfer Rates:** MANs provide relatively high data transfer rates, suitable for connecting multiple LANs over longer distances.
- **Common MAN Technologies:** Fiber-optic cables and wireless technologies are often employed in MANs to support the required data transmission speeds.

Wide Area Network (WAN):

A Wide Area Network (WAN) is a network that spans a large geographical area, connecting LANs and MANs over long distances. WANs enable communication between devices located in different cities, countries, or even continents.

Key characteristics of WANs include:

- **Extensive Geographical Scope:** WANs cover a vast geographical area, making them suitable for connecting networks across cities, countries, or even globally.
- **Varied Technologies:** WANs use a variety of technologies, including leased lines, satellites, and the Internet, to facilitate long-distance communication.
- **Lower Data Transfer Rates:** WANs may have lower data transfer rates compared to LANs and MANs due to the extended distances and diverse technologies involved.

Q)Prepare documentation on Input and Outpu devices by using LATEX?

```
\documentclass{article}

\title{Documentation on Input and Output Devices}
```

\author{Your Name}

\date{\today}

\begin{document}

\maketitle

\section{Introduction}

Input and output devices are crucial components of computer systems. Input devices enable users to interact with computers, providing data for processing, while output devices present processed information to users. This documentation explores various input and output devices and their functionalities.

\section{Input Devices}

\subsection{Keyboard}

The keyboard is a common input device that allows users to enter alphanumeric characters, numbers, and special symbols into the computer. It is a primary tool for text input and command execution.

\subsection{Mouse}

A mouse is a pointing device used to move a cursor on a computer screen. It typically has two buttons and a scroll wheel, providing users with a graphical interface for navigation and selection.

\subsection{Touchpad}

Commonly found on laptops, a touchpad is a flat surface that senses finger movements, allowing users to control the cursor and interact with the computer without an external mouse.

\subsection{Scanner}

Scanners are input devices used to convert physical documents, images, or photos into digital formats. They capture the content and create a digital representation that can be stored or manipulated on a computer.

\subsection{Microphone}

Microphones are input devices that capture audio signals and convert them into digital data. They are essential for voice input, speech recognition, and audio recording.

\section{Output Devices}

\subsection{Monitor}

A monitor is a display device that visually presents processed information to users. It shows graphics, text, and multimedia, providing a visual interface for users to interact with the computer.

\subsection{Printer}

Printers are output devices that produce hard copies of digital documents. They come in various types, including inkjet, laser, and dot matrix printers, each suitable for specific printing needs.

\subsection{Speakers}

Speakers are output devices that reproduce audio output. They allow users to hear sounds, music, and other audio elements generated by the computer.

\subsection{Projector}

A projector is an output device used to display computer-generated images or presentations on a larger screen or surface. It is commonly used in classrooms, boardrooms, and theaters.

\section{Conclusion}

Input and output devices play integral roles in user-computer interactions. Understanding the functionalities and types of these devices is essential for effectively utilizing computer systems.

\end{document}

Q)Write difference between virus and worms?

Viruses and worms are both types of malicious software, but they differ in their characteristics and methods of spreading. Here are the key differences between viruses and worms:

- **Virus:** A virus is a type of malware that requires a host file or program to attach itself to. It typically infects executable files or documents, and it spreads when the infected file is executed. Viruses often rely on user actions, such as opening an infected email attachment or running an infected program.
- **Worm:** A worm is a standalone, self-replicating program that doesn't need a host file to propagate. It can spread independently by exploiting vulnerabilities in network services or software. Worms can replicate and distribute themselves across networks and devices without user intervention.

Visibility:

- **Virus:** Viruses are often more visible as they attach themselves to files, and their presence becomes apparent when users notice unusual behavior or issues with infected files.
- **Worm:** Worms can operate more discreetly, spreading across networks and systems without necessarily modifying existing files. They may not be as immediately noticeable as viruses.

Q) Prepare presentation on Genreations Of Computers?(prepare slides)

The evolution of computers has occurred over several generations, each marked by significant advancements in technology, architecture, and capabilities. Here's an overview of the generations of computers:

1. First Generation (1940s-1950s):

- **Main Technology:** Vacuum tubes.
- **Characteristics:**
    - Large in size and consumed a significant amount of power.
    - Limited computational speed and storage capacity.
    - Pioneered by machines like ENIAC (Electronic Numerical Integrator and Computer) and UNIVAC I (Universal Automatic Computer).

2. Second Generation (1950s-1960s):

- **Main Technology:** Transistors.
- **Characteristics:**
    - Smaller and more energy-efficient compared to first-generation computers.

- Faster computation and improved reliability.
- Introduction of high-level programming languages (e.g., FORTRAN, COBOL).
- Examples include IBM 1401 and IBM 7090.

3. Third Generation (1960s-1970s):

- **Main Technology:** Integrated Circuits (ICs).
- **Characteristics:**
  - Further reduction in size and power consumption.
  - Increase in computational speed and storage capacity.
  - Emergence of time-sharing systems and operating systems.
  - Introduction of mini-computers, such as DEC PDP series and IBM System/360.

4. Fourth Generation (1970s-1980s):

- **Main Technology:** Microprocessors and VLSI (Very Large Scale Integration) chips.
- **Characteristics:**
  - Dramatic reduction in size and cost.
  - Increased processing power, storage capacity, and speed.
  - Rise of personal computers (PCs) and microcomputers.
  - Development of GUIs (Graphical User Interfaces) and networking.

5. Fifth Generation (1980s-Present):

- **Main Technology:** VLSI technology, parallel processing, AI (Artificial Intelligence).
- **Characteristics:**
  - Advancements in parallel processing and distributed computing.
  - Integration of AI and machine learning technologies.
  - Introduction of RISC (Reduced Instruction Set Computing) architecture.
  - Continued miniaturization and improvement in performance.

6. Sixth Generation (Future):

- **Anticipated Technologies:**

- Quantum computing.
- Advanced AI and machine learning.
- Biocomputing and DNA computing.
- Neuromorphic computing.

The sixth generation represents potential future developments in computing technologies. Quantum computing, in particular, holds promise for solving complex problems at unprecedented speeds. Additionally, advancements in AI, biocomputing, and other fields are expected to shape the future landscape of computing.

Q)Prepare documentation on ADITYA L1 using msword.

Aditya - l1

[copied from wikipedia]

It is the first Indian mission dedicated to observe the Sun. Nigar Shaji is the project's director.[8][9][10][11] Aditya-L1 was launched aboard the PSLV C57 at 11:50 IST on 2 September 2023,[12][3][4] It successfully achieved its intended orbit nearly an hour later, and separated from its fourth stage at 12:57 IST.[13] It was inserted at the L1 point on 6 January 2024, at 4:17 pm IST.[14]

The mission was conceptualised in January 2008 by the Advisory Committee for Space Sciences (ADCOS).[16][17] It was initially envisaged as a small, 400 kg (880 lb) satellite in a Low Earth Orbit (800 km) with a coronagraph to study the solar corona. An experimental budget of ₹3 crore was allocated for the financial year 2016–2017.[18][19][20] The scope of the mission has since been expanded and it became a comprehensive solar and space environment observatory to be placed at Lagrange point 1 (L1),[21] hence the mission was renamed as *Aditya-L1.* As of July 2019, the mission has an allocated cost of ₹378 crores, excluding launch costs.[4]

The European Space Operations Centre (ESOC), operated by the European Space Agency (ESA) is supporting the mission.[22]

On 11 January 2024, ISRO successfully deployed a 6-meter magnetometer boom aboard the Aditya-L1 in the Halo orbit at the Lagrange Point L1. After the liftoff, the boom had been stowed for 132 days. The in-orbit deployment period that was measured was roughly 9 seconds, which is well within the 8–12 second prediction range. The magnetometer boom will measure the low-intensity interplanetary magnetic field in space using two high-accuracy fluxgate magnetometer sensors that are carried aboard. In order to reduce the impact of the spacecraft's magnetic field on measurements, the sensors are placed 3 and 6 meters away from the craft. Using a dual sensor system also helps to cancel out the spacecraft's magnetic influence and facilitates accurate estimation. The carbon-fiber-reinforced polymers (CFRP) was used in the construction of the boom segments. Through the use of spring-driven hinge mechanisms, the five pieces are joined to enable

folding in close proximity to the craft throughout the journey and opening up upon reaching the desired orbit. The hinges lock into place as the mechanism fans out. In the stowed position, two hold-downs firmly secure the boom in place. Information obtained via the telemetry switches validates the release of the hold-down, the initial motion, and the locking of every hinge.[23][24]

Q)Generate 20 student details using mail merge

1)Draw table of 20 students details

2)Procedure

STEPS TO COMPLETE THE MAIL MERGE

step->1) click on Mailing in tab bar

step->2)Select Start mail merge

step3->Dialog box will be appear with list of items, we have to

select step by step wizard.

step3->Dialog box will be appear in the right side, we have to

proceed until we reach the browse option [upto 3rd step].

step->we have to select the file i.e excel file saved in computer.

step->5)selecting the file dialog box will show the "Select Table" i.e

sheet 1,sheet 2 or sheet3.

step->6)selecting the sheet 1 and click on OK.

step->7)Dialog box will show the Mail Merge Recipients, then click on ok.

step->8)All columns names will be shown in Insert Merge Field.

step->9) We have to fill the appropriate columns names like H.TNO: <<H.TNO>>

step->10)After filling the required columns names , we have to

click on Finish Mail Merge.

step->11)Dialog box will be appear with list of items, we have to select

the Edit Individual Document.

step->12)Press the key control and select p to generage the PDF file.

to get the output.

3) Expected output you have to draw one page in Answer sheet.

Q)ALL LATEX PROGRAMS

```
%Prepare a documentation on Computer pheripherals

\documentclass{article}

\usepackage{graphicx}

\usepackage{color}

\begin{document}

    \textcolor{red}{\textbf{COMPUTER PHERIPERALS}}

    \section{Computer}

    \begin{center}

        \begin{figure}[h]

            \includegraphics[height=5cm,width=5cm]{com}

        \end{figure}

    \end{center}

    \textbf{Computer is the combination of the software and hardware. It will give the output once the user gives the input.}

    \textbf{COMPUTER PHERIPERALS}

    \section{CPU}

    \begin{center}

        \begin{figure}[h]

            \includegraphics[height=5cm,width=5cm]{cpu}

        \end{figure}

    \end{center}

    \textbf{Cpu contain two memory units. one is control unit and another is memory unit.}

\end{document}
```

```
%Prepare Newsletter on Aditya-L1 in LATEX

\documentclass{article}

\usepackage{graphicx}

\usepackage{multicol}

\usepackage{color}
```

```
\usepackage{blindtext}

\begin{document}

    \begin{center}

    \begin{figure}[h]

    \includegraphics[height=7cm,width=7cm]{aditya}

    \end{figure}

    \end{center}

    \begin{multicols}{2}[\section{chandrayan-3}

        \textcolor{red}{Priority To Implementaion}]

    \blindtext\blindtext

    %In your exam you have to write \textbf{about aditya L-1}

    \end{multicols}

    \end{document}
```

```
%Prepare documentation on cmr college

\documentclass{article}

\usepackage{graphicx}

\begin{document}

    \textbf{CMR COLLEGE OF ENGINEERING AND TECHNOLOGY}

\begin{figure}[h]

    \includegraphics[height=5cm,width=5cm]{cmr}

\end{figure}

\section{Attendance}

\textbf{We have been attending the classes in cmr college. Attendance  is the highest priority in the college. }

\section{TRAINING}

\textbf{We have been attending the training classes. We have both knowledge on subject and coding.}
```

```
\end{document}
```

```
%Prepare a certificate
\documentclass[a4paper]{article}
\usepackage{graphicx}
\begin{document}
    \begin{center}
        \textbf{CMR COLLEGE OF ENGINEERING AND TECHNOLOGY}
        \item\textbf{UGC AUTONOMOUS}
        {\small\item (Acceredited by NAAC with 'A' Grade,All B.Tech
            Programmes Acceredited by NBA)}
        \item\textbf{Kandlakoya,Medchal Road,Hyderabad-501401.}
        \item
        \begin{figure}[h]
            \begin{center}
                \includegraphics[width=5cm,height=5cm]{cmr}
            \end{center}
        \end{figure}
        \item` Department of----------
        \item
        \item\textbf{Certificate}
    \end{center}
    \begin{flushleft}
        \item This is to certify that the bonafide record of the
        practical work done by
        \item Mr./Ms.----------
        \item Roll.NO---------- I/II/III/IV year
        B.Tech/M.Tech/MBA
```

```
        -------------------------Semester---------------- in the
        --------------------
        \item laboratory during the Academic year 20--- - 20------
    \end{flushleft}
    \begin{flushleft}
        \textbf{Faculty
            In-Charge}\space\space\space\space\space\space\space\space\space
    \space\space\space\space\space\space\space\space\space\space\space
    \space\space\space\space\space\space\space\space\space\space
        \space\space\space\space\space\space\space\space\space\space
        \space\space\textbf{Head of the Department}
    \end{flushleft}
    \end{document}
```

VIVA QUESTIONS:

1)TCP/IP

2)VIRUS AND DIFFERENT TYPES OF VIRUS

3)ABBREVIATIONS OF JPG,PNG,PDF,SMPS ,CMOS,BIOS AND .EXE

4)WHAT IS APPLICATION SOFTWARE AND SYSTEM SOFTWARE.

5)WHAT IS RAM /ROM

6)BASIC COMMANDS OF LATEX(HEADER FILES, IMAGE COMMANDS)

7)HOW MANY EFFECTS ARE THERE IN POWER POINT.

8) HOW WE WILL INSERT IMAGE IN EXCEL TO GENERAGE MAIL MERGE DOCUMENT.

9) 5 IMPUT AND OUTPUT DEVICES NAME IT.

10) WHAT IS SOUTH BRIDGE AND NORTH BRIDGE.

11) WHAT ARE THE TABS IN MS-WORD(LIKE HOME, INSERT,PAGELAYOUT....)

12)WHAT IS CLIP ART,WORD ART AND SMART.

13)WHAT IS QUICK ACCESS TOOLBAR

14)Differentiate between software and hardware with examples.

15)What is the role of an operating system? Give examples of popular operating systems.

16) Describe the HTTP and HTTPS in web communication.

Q) EXCEL QUESTIONS AND ANSWERS.

1)HLOOKUP

https://www.perfectxl.com/excel-glossary/how-to-use-hlookup-excel/

2)VLOOKUP

https://www.perfectxl.com/excel-glossary/how-to-use-vlookup-excel/

3)PIVOT TABLE

https://www.perfectxl.com/excel-glossary/how-to-use-pivot-table-excel/

4)COUNTIF

https://www.xelplus.com/excel-countifs-function/

5)Create a table of 10 student details in order to calculate SUM,PERCENTAGE ,REMARK AND GRADE.[look at formulas below to calculate all these].

6)Create a amazon employee database and show the increase and decrease the salary in BAR graph.

FORMULAS:

percentage =(F2/400*100),HERE F2 IS TOTALMARKS

REMARK =IF(G2>=35,"PASS","FAIL") ,HERE G2 IS THE PERCENTAGE

GRADE FORMULA

=IF(G2>80,"A",IF(G2>70,"B",IF(G2>60,"C","D")))

=SUM(D16:E16)

VLOOKUP FORMULA & HLOOKKUP

= vlookup(lookup_value,table_array,col_index_num,[range_lookup])

= hlookup(lookup_value,table_array,row_index_num,[range_lookup])

LOOKUPVALUE =E15

TABLE ARRAY =A1:J16

COL_INDEX_ =5

RANGE LOOK =TRUE