



Indian Association for the Cultivation of Science

(Deemed to be University under the *de novo* category)

Integrated Bachelor's – Master's program

END-Semester Examination-2024 (Autumn Semester)

Subject: Computer Applications

Subject Code(s): SEC 1101

Full marks: 50

Time allotted: 3 hrs

Instruction: Answer any five questions.

Best of luck for your exam!

Q1. i) Write five commands (with explanation), for operating a (non-GUI) LINUX based editor you have used in the class.

ii) Describe with an example, the use of absolute and relative paths, in LINUX. {5 + 5 = 10 Marks}

Q2. Write LINUX commands to move, copy, delete, rename a file and change its access privileges. Show with an example each. {10 Marks}

Q3. Write down the steps of compilation of a C program. Furthermore, mention the commands (with necessary options) to see the intermediate files. {10 Marks}

Q4. Write the shortcut keys used in MS Excel for performing the following tasks: {10 Marks}

- a) To create a new workbook
- b) To open an existing workbook
- c) To move to the next sheet
- d) To redo an action
- e) To select the entire row

- f) Remove Cell content
- g) Add Borders
- h) Go to Formula tab
- i) Find and replace
- j) Center align cell content

Q5. Company A is looking into ³four potential projects and will accept them if the IRR is 10% or above, as shown in cell D2. What is the formula used in cell C2, which can be copied down to cell C4 through C3, to generate the results shown below? **{10 Marks}**

	A	B	C	D
1		IRR	Accept/Reject	Decision Rule
2	Project 1	12.5%	Accept	10%
3	Project 2	9.3%	Reject	
4	Project 3	16%	Accept	

- ✓Q6. How do you insert an image into a document on Microsoft Word? What is the procedure for inserting Symbols in an MS Word document? How can you add rows and columns to an existing table in MS Word? **{10 Marks}**
- Q7. Explain the steps to record a presentation using video and audio in MS PowerPoint. Include the key features available during recording. **{10 Marks}**
- ✓Q8. i) Discuss various alignments in MS Word.
- ii) How do you add footnotes and endnotes to a document?
 - iii) How to apply bullets and numbering in MS Word ?
 - iv) Write down the keyboard shortcuts for the following functions:-

a) Making fonts bold.

b) Making fonts underlines.

c) Making fonts italic.

{2 + 2 + 1.5 + 1.5 × 3 = 10 Marks}