

## **SECTION-D**

**Note:** Long answer type questions. Attempt any two questions out of three questions. (2x8=16)

- Q.23 Define a computer. Elaborate various Components of a computer.

Q.24 List various software systems and illustrate their application in hotel functioning.

Q.25 Write a detailed note on: Microsoft Power Point presentation and computer hardware

No. of Printed Pages : 4

Roll No. ....

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# **1st Year / Diploma in Hotel Management**

## **Subject : Computer Applications**

Time : 3 Hrs.

M.M. : 60

## **SECTION-A**

**Note:** Multiple choice questions. All questions are compulsory (6x1=6)

- Q.1 What is the main distinguish between a desktop computer and a Laptop

  - a) The Portability
  - b) The operating system used
  - c) The ability to connect to the internet
  - d) The presence of a hard drive

Q.2 CPU stands

  - a) Central processing Unit
  - b) Central Processing Utility
  - c) Central Procedure unit
  - d) None of the above

Q.3 Which of the following is the smallest unit of data in a computer ?

  - a) Bit
  - b) KB
  - c) Nibble
  - d) Byte

Q.4 Which of the following are physical devices of a computer?

- a) Hardware
- b) Software
- c) System software
- d) Package

Q.5 Input device of a computer is

- a) Monitor
- b) Mouse
- c) Printer
- d) Keyboard

Q.6 Which of the following type of computer is mostly used for automatic hotel operations?

- a) Analog
- b) Digital
- c) Hybrid
- d) remote

### **SECTION-B**

**Note:** Objective/ Completion type questions. All questions are compulsory. (6x1=6)

Q.7 Define output device

Q.8 Explain Window Vista

Q.9 IDS stands for

Q.10 What is Alignment?

Q.11 Define PPT

Q.12 Describe e-mail

### **SECTION-C**

**Note:** Short answer type questions. Attempt any eight questions out of ten questions. (8x4=32)

Q.13 what do you understand by a Computer? Discuss main advantages of computer in hotel industry.

Q.14 Elaborate main computer operating systems used in a hotel.

Q.15 Illustrate the merits of using Fidelio in hotel industry.

Q.16 Describe the process of Opening & Closing old Document.

Q.17 Discuss the steps for Changing Fonts and Point Size of a MS word document.

Q.18 What is Microsoft Excel? Discuss the process of creating a new document.

Q.19 Elaborate Designing of a power point presentation.

Q.20 Illustrate Different search engines and their applicability in hotel industry.

Q.21 Explain mathematical and excel formulas - addition, subtraction, multiplication, division.

Q.22 Discuss the steps in Adding color and pictures to presentation.