Computer Fundamentals

Time Allowed : 3 Hours   *Maximum Marks :*

Regular : 50

Re-appear : 90

Note : **Question No. 1 is compulsory.** Attempt five questions in all, All questions carry equal marks.

Compulsory Question

1. (a) What is control panel ?

    (b) What do you understand by landscape orientation of a page ?

    (c) What do you understand by impact printer ?

    (d) What are the characteristics features of 3rd generation computers ?

    (e) What are the functions of control unit in a computer ?

    (f) How can you set date and time in DOS and windows ?

2. Differentiate between the following :

    (a) Analog Computer and Digital Computer

    (b) Primary memory and Secondary memory

    (c) First and Second generation computers.

3. Write short notes on the following :

    (a) Alignment of test in MS-Word

    (b)   Slide sorter view in MS-Power Point

    (c)   Short cut keys

4.   Discuss the syntax and semantics of following DOS commands :

    (a)   DEL

    (b)   COPY

    (c)   SCANDISK

5.   (a)   What is the difference between internal and external commands in DOS ? Discuss

    (b)   Write the steps to move a file from one folder to another using Windows Explorer.

6.   (a)   What is computer ? What are its characteristics features ? Discuss.

    (b)   What do you undersand by headers and footers ? Discuss the procedure for inserting header and footer in MS-Word.

7.   (a)   What is the difference between GUI and CUI ? Discuss the merits and demerits of GUI and CUI.

    (b)   Write a note on the use of BACUP and RESTORE command.

8.   (a)   What do you understand by tool-bar ? Write a note on drawing tool-bar in PowerPoint.

    (b)   What do you understand by ALU ? What are its functions ? Discuss.