

No. of Printed Pages : 2

10918



III Semester B.Com/B.A./BBA/BBM/B.Sc./BSW (Non-Computer) Degree
Examination, April/May - 2021

COMPUTER SCIENCE

3.3 - Fundamentals of Computers & MS-Office
(CBCS)

Time : 3 Hours

Maximum Marks : 70

SECTION - A

Answer any ten questions. Each question carries 2 marks.

10x2=20

1. What is Computer ?
2. Expand ALU.
3. Name the different types of Mouse.
4. Define system software.
5. What is desktop ?
6. Expand MS-DOS.
7. Define my Computer.
8. What is folder ?
9. What is Ms-word ?
10. Write short cut keys to bold and paste the selected text.
11. Define spreadsheet.
12. What is slide ?

P.T.O.

10918

2

SECTION - B

Answer any four questions. Each question carries 5 marks.

4x5=20

13. What is memory ? Write the different types of memory.
14. Write the features of mini Computer.
15. Write the advantages of high level language.
16. What is window ? Write any two features of windows.
17. Define alignment. Write the different types of alignment.
18. What is formula in Ms-excel ? Write the different types of formulas.

SECTION - C

Answer any three questions. Each question carries 10 marks.

3x10=30

19. With block diagram of Computer explain input and output devices.
20. What is translator ? Explain different types of translators.
21. Explain any five options of start menu.
22. Explain mail merge in Ms-word.
23. With example explain any five functions of Ms-excel.

- o O o -

<https://www.vskub.com>
Whatsapp @ 9300930012
Send your old question papers
and get Rs.10 paytm or upi payment

