10908

Third Semester B.Com./B.A./B.B.M./B.Sc. (Non-Computer Science) Degree Examination, November/December 2016
COMPUTER SCIENCE
Paper – 3.3 : Fundamentals of Computers and MS-Office

Time : 3 Hours

Max. Marks : 80

SECTION – A

a. Answer **any ten** questions.

b. **Each** question carries 2 marks.

(2×10=20)

1. Expand PROM.

2. Define digital computer.

3. Name any two input devices.

4. What is system software ?

5. Define the term linker.

6. What is the purpose of dir command in dos ?

7. What is control panel ?

8. Define desktop.

9. Write any two features of Microsoft word.

10. Write short cut keys for save and cut.

11. What is spreadsheet ?

12. What is slide in powerpoint ?

P.T.O.

SECTION – B

a. Answer **any three** questions.

b. **Each** question carries **5 marks.**   (3×5=15)

13. Write a short note on minicomputers.

14. Compare compiler and interpreter.

15. Write the procedure to create a folder in windows.

16. Write any five advanced features of MS-Word.

17. What is chart ? Write different types of charts in MS-Excel.

SECTION – C

a. Answer **any three** questions.

b. **Each** question carries **15 marks.**   (3×15=45)

18. Explain any three computer applications.

19. What is operating system ? Explain different functions of it.

20. Write a note on entertainment and multimedia in windows.

21. Explain find and replace procedure in MS-Word.

22. With example explain mathematical functions in Excel.

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