

Roll No.....

BCA-S101T

B.C.A. (Semester-First) Examination– 2011
Paper-First
Computer Fundamental & office Automation

Time: Three Hours]

[Maximum Marks: 75

Note: Section A is compulsory. Attempt any seven questions from Section B and one question Section C.

Section-A

1. Choose the correct from the following:- (4)

(i) The access method used for magnetic tape is _____

- (a) Direct (b) Random
(c) Sequential (d) None of the above

(ii) Which of the following devices can be used to directly input printed text.

- (a) OCR (b) OMR
(c) MICR (d) None of the above

(iii) A floppy disk contains

- (a) Circular tracks only
(b) Sector Only
(c) Both Circular tracks and sectors
(d) None of the above

(iv) Actual execution of instructions in a computer takes place in:

- (a) ALU (b) Control Unit
(c) Storage unit (d) None of the above.

2. Change the following numbers to corresponding number system. (8)

(i) $(111011.10)_2 = (\quad)_{10}$

(ii) $(54977)_2 = (\quad)_{16}$

(iii) $(24.1875)_{10} = (\quad)_2$

(iv) $(37)_{16} + (63)_{16} = (\quad)_{16}$

(v) $(25)_8 + (52)_8 + (33)_8 = (\quad)_8$

(vi) $(87)_{10} - (63)_{10} = (\quad)$

(vii) $(1010101)_2 + (1001010)_2 = (\quad)_{10}$

(viii) $(43)_8 = (\quad)_2$

3. (i) It is more suitable to use pen drive rather than floppy? (1)

(ii) In which year second and third generation introduce? (1)

(iii) What is the difference between primary and secondary memory? (1)

(iv) What is the meaning of EPROM and EEPROM?(1)

Section-B

4. What is Algorithm? Give the algorithm and flowchart of addition of first ten number start from 1. (2+2+2)

5. List and explain the symbols for flowchart. Write the algorithm and flowchart for palindrome number. (2+2+2)

6. What is Assembly language? How it is different from Machine level language? Also, explain high level language? (2+2+2)
7. Explain the generations of computers. Also explain in brief the following terms;- Microcomputer, Minicomputer, Mainframe Computer & Super Computer. (2+4)
8. What is the difference between Primary memory and secondary memory? What is Read Only Memory (ROM) and Random Access Memory (RAM), describe it's various types? (2+2+2)
9. What is Disk operating System? Explain the difference between internal and external commands. Also, write down four internal and external commands. (2+2+2)
10. What is operating system? What are the functions of operating system? Explain the following operating system
- (i) Multiprogramming operating system
 - (ii) Time sharing operating system
 - (iii) Multiuser operating system
 - (iv) Multitasking operating system (2+4)
11. Answer the following in reference to Ms-Word?
- (i) Explain in detail Mailmerge in word: (2+2+2)
 - (ii) What do you mean by formatting the text in word?
 - (iii) (a) Bullets and numbering (b) Header and Footer.

12. Answer the following in reference to MS-Access:-
- (i) How to create a table? Give suitable example for creating a table in MS-Access?
 - (ii) What are queries in Access? Explain the query design environment.
 - (iii) How to create form in MS-Access and what is the use of forms? (2+2+2)
13. Answer the following in reference to MS-Excel:- (2+2+2)
- (i) Explain the formatting features in Excel.
 - (ii) Explain any five function in Excel.
 - (iii) Explain the method of creating charts in excel

Section-C

14. (a) What is difference between LCD and Plasma Display. (3)
- (b) What is an optical scanner? Explain how it works. (6)
- (c) Explain the difference between CD and HD? Explain the concept of CD in detail? (6)
15. (a) Explain the various components of Windows desktop. (5)
- (b) Write short notes on following:- (10)
- (i) Control Panel
 - (ii) Taskbar
 - (iii) Icons
 - (iv) Notepad
 - (v) Paintbrush