KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY

Hiranya Chandra Bhuyan School of Science and Technology

HOME ASSIGNMENT FOR BACHELOR OF COMPUTER APPLICATIONS

FIRST SEMESTER, 2023

N.B: The learners will have to collect receipt after submitting the assignment with the signature and seal of the collector of study centre and will have to keep with him/her till the declaration of result.

✂……

Receipt

Received the assignment from Mr/Ms……...
Enrollment Number ……of 1st Semester, 2023 BCA on ...../...…/2023/2024.

Date: **Signature of collector with seal**

KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY

(Hiranya Chandra Bhuyan School of Science and Technology)

Home Assignment
BCA 1st Semester, 2023

UG CA S1-01 (DSC): Computer Fundamentals and PC Software

Total Marks: 50

Assignments are required to be written in your own language, copying in to from the learning material will carry less score.

***Last Date of Submission:** 10 January 2024*

A. Answer the following questions: 4x10=40 Marks

Q1. How does cache memory differ from primary memory? Briefly describe the different types of ROM and their key features.

Q2. What are the key features of LibreOffice that make it a popular free and open-source office suite? Differentiate between the open-source software and proprietary software giving suitable examples.

Q3. How can you apply a template to a new document in LibreOffice Writer and what are the steps involved in this process? What is the last column in LibreOffice Calc? How many total columns are there in LibreOffice Calc?

Q4. What are the two ways to create a form in LibreOffice Base and what are the advantages of each approach.

B: Answer the following: 10 marks

Q5. Describe the causes of air pollution and state the measures to control air pollution.

Assignment Guidelines

The following are some important guidelines for writing your assignment responses:

- Make sure that you have answered all the questions of an assignment before you submit it in the study center. Incomplete assignments shall bring you poor grades, or non-submission of assignments in time may lead to withholding of results.
- Answer the questions of the assignment as directed after a careful study of the Units available in the SLMs.
- You should ***not send printed articles*** as your answers for assignments, nor should you reproduce the text of the SLMs verbatim. Write assignments in your ***own words and in your own handwriting*.** Typed assignment responses are never allowed.
- The assignments should be written on an A4 size sheet or a foolscap size blank paper.
- Assignments should only be written in blue or black ink colour pen.
- **The assignments should have a first page/ cover page. The first page/ cover page should have the following details:**

  Programme Name: .....

  Name:..... **Enrolment Number:**.....

  Course Title:..... **Study Centre Code:**.....

  Date of Submission:..... **Phone No and Email id:**.....
- Ensure that you keep a copy of the assignment responses with yourself. You might need them in case you have to re-submit the assignment responses due to some unforeseen circumstances.
- While submitting the assignment, don't forget to collect the receipt.
- Be precise in your response. Keep the word limit of the assignments in mind.