5N (CF)

[19-HRPGKOW-M1S(N) 20M]

PGDCA 1st Semester (New) Exam., 2019 (W)

COMPUTER FUNDAMENTALS AND PC SOFTWARE

[PGCA/ScIT S1–01]

Full Marks : 50

Time : 2 hours

The figures in the margin indicate full marks for the questions

1. Answer the following as directed : 1×6=6

(a) The decimal equivalent of octal number $(123.21)_8$ is

(i) $(83.2666)_{10}$

(ii) $(83.2656)_{10}$

(iii) $(83.2565)_{10}$

(iv) None of the above (Choose the correct option)

(b) Hidden files in LINUX can be listed using

(i) ls-t

(ii) ls-h

(iii) ls-a

(iv) None of the above (Choose the correct option)

(c) Registers are the fastest memory elements in computer system.

(State True or False)

(d) The program which takes user input, interprets it and takes necessary action is

(i) kernel

(ii) system calls

(iii) shell

(iv) scheduler (Choose the correct option)

(e) When we remove a program icon from the Start menu, it removes it from the All Programs list.

(State True or False)

(f) The keyboard shortcut for opening an existing document is

(i) Ctrl + D

(ii) Ctrl + O

(iii) Alt + O

(iv) Alt + F6

(Choose the correct option)

2. Fill in the blanks of the following : 1×4=4

(a) _____ is a very small computer that can be held in the palm of the hand.

(b) _____ command has the capability of moving files, directories and even whole drives from one location to another.

(c) On _____ a window, it disappears from the desktop and is visible only as a button on the _____.

(d) We can control the speed of each slide _____ effect.

3. Answer any *three* of the following questions : 2×3=6

(a) Differentiate between spyware and adware.

(b) Distinguish between cat and more commands.

(c) Differentiate between identity fraud and identity theft.

(d) What are the different types of RAM?

4. Answer any *two* of the following questions : 3×2=6

(a) Write the names of various parts of a motherboard.

(b) What is network operating system? How is it different from the distributive operating system?

(c) What are open source and free software? Give examples.

5. Answer any *two* of the following questions : 6×2=12

(a) What are the different categories of software piracy?

(b) How can a text be made bold, italic and underlined? Mention the shortcuts to mark the text as bold, italic and underlined.

(c) What is the use of header and footer in a word document? How can header and footer be inserted in a document?

6. Answer any *two* of the following questions : 8×2=16

(a) Explain the process of inserting and deleting rows and columns in Excel. Also explain how rows and columns can be merged.

(b) What is sorting of data in Excel? Give the steps to apply sorting by text, numbers and cell color.

(c) What are text and graphics in PowerPoint? How can we use them?

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