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Total No. of Pages : 02

Total No. of Questions : 07

B.Sc. (IT/ Graphics & Web Designing)/ BCA (Sem.–1)

FUNDAMENTALS OF COMPUTER AND IT

Subject Code : UGCA1902

M.Code : 76962

Date of Examination : 22-12-2023

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTIONS TO CANDIDATES :

1. **SECTION-A is COMPULSORY** consisting of TEN questions carrying TWO marks each.
2. **SECTION-B contains SIX** questions carrying TEN marks each and students have to attempt any FOUR questions.

SECTION-A

1) Write briefly :

- a) What is primary memory?
- b) What is control panel?
- c) What is the difference between System and Application software?
- d) What is the difference between save and save as?
- e) What is Booting Process?
- f) Explain system bus.
- g) Write the name of 5 components that we mostly see on a Motherboard.
- h) What is the difference between System and Application software?
- i) What for find and replace is used in Word?
- j) Define cache memory.

SECTION-B

2.
 - a) What is the difference between primary and secondary memory?
 - b) What is the difference between a ROM and RAM?
3. What are the different types of charts in MS-Excel? And write steps to insert chart in Excel Sheet.
4.
 - a) Convert $(A0B4)_{16}$ to $(?)_2$, $(?)_8$, $(?)_{10}$.
 - b) Explain the printing mechanism of a laser printer.
5.
 - a) What is the role of IT in education?
 - b) Explain input and output devices.
6. **Write short note on :**
 - a) Describe the complete process of Mail Merge.
 - b) What is cell reference? Explain its advantages.
7. Explain Electronic Payment and various methods of electronic payment.

NOTE : Disclosure of Identity by writing Mobile No. or Making of passing request on any page of Answer Sheet will lead to UMC against the Student.