

(UG765)

Roll No. ....

S.C.No.—2009107

**B. Sc. (Hons.) EXAMINATION, 2021**

(First Semester)

COMPUTER FUNDAMENTALS AND

MS-OFFICE

BHM-116

*Time : 2 Hours*

*Maximum Marks : 60*

**Note :** Attempt any *Four* questions. All questions carry equal marks.

1. (a) What do you understand by memory hierarchy ? Explain it.

- (b) What is the difference between impact and non-impact printer ? Explain working of each type.

2. (a) What are features available in My Computer ?

My Computer

- (b) Explain importance and working of any mass storage device.

mass storage device

3. (a) Explain usage of Paint Brush. Describe features available in Paint Brush.

- (b) Explain the concept of Time Sharing and Multiprocessing.

4. (a) Differentiate between Application Software and System Software. Give examples of both.

(b) Explain any *ten* features available in a Control Panel of Windows Environment.  
Windows Environment

5. (a) Compare the features of five generations of computers.

(b) Write down the steps involved in printing a presentation.

6. (a) What do you mean by setting a slide show ?

slide show

(b) How can you design a form using form wizard ?

Wizard

7. (a) Explain any *ten* features of Windows Operating System.

Windows Operating System

(b) Explain the factors that influence the performance of a PC.

PC

8. (a) Explain different types of charts in MS PowerPoint.

MS-PowerPoint

(b) What are the various applications of MS-Excel ?

MS-Excel

9. (a) Explain different types of charts available in MS-Excel.

MS-Excel

- (b) What is auto recalculation in Excel ?  
Explain any *five* numeric functions.

Excel auto recalculation

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