

**BACHELOR IN COMPUTER APPLICATIONS (BCA)**

**Term-End Practical Examination**

00741

**December, 2013**

**BCSL-013 : COMPUTER BASICS AND PC SOFTWARE LAB**

*Time allowed : 2 hours*

*Maximum Marks : 100*

*(Weightage : 50%)*

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- Note :**
1. There are *five* questions, carrying **80** marks.
  2. **20** marks are for *viva-voce*.
  3. All questions are *compulsory*.
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1. (a) Execute the following Linux commands and write down the results : **8**
  - (i) head (ii) cat
  - (iii) chmod (iv) wc
- (b) Write all the steps for installing device drivers on your system. **6**
- (c) Write MAC address of your machine. **2**
  
2. Create a table of expenses for purchasing of newspapers and magazines. The workbook **16** should show the list of items purchased every month from suppliers, cost of each item, discount given to the institution which is given as below :  
> 10,000 - 20% discount Between Rs 100001 and Rs 25,000/ = - 30% discount  
> 25001 - 35% discount if the payment is made on-line through credit-card additional 5% discount is given.  
Appropriate formula should be used for calculating, totalling monthly expenditure, yearly expenditure and discount.
  
3. Create a presentation on windows OS. **16**
  - (a) All the slides should have proper heading and should have slide notes
  - (b) There should be timer based transition to another slide
  - (c) Add a video to at least one slide which can be run
  - (d) Write a speaker note for each slide.

4. Do the following tasks using outlook. 16
- You and your friends are planning for a picnic :
- (a) Make a schedule in the second week of June.
  - (b) Add signature to e-mail message
  - (c) Change the timing and venue for already scheduled appointment
  - (d) Make a blind copy to yourself
5. (a) Design a flyer for a marriage party using different styles, fonts and effects. 8
- (b) Create a newsletter in 3-column layout. Each page should have an outside border. 8  
The page should be landscape oriented.
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