

BACHELOR OF COMPUTER APPLICATIONS (Revised)
(BCA)

Term-End Practical Examination

June, 2018

BCSL-013(P)/S4 : COMPUTER BASICS AND PC SOFTWARE LAB

Time : 2 Hours

Maximum Marks : 100

(Weightage : 50%)

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- Note :** (i) *There are five questions carrying 80 marks.*
(ii) *Rest 20 marks are for viva-voce.*
(iii) *All questions are compulsory.*
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1. (a) Execute the following Linux commands : 10
- (i) top
 - (ii) cat
 - (iii) ls -al
 - (iv) rmdir
 - (v) grep
- (b) (i) Display the last 10 lines of a file. 3
(ii) What is there in /sbin, /boot ? 3
2. Create a PowerPoint presentation on Linux commands and directories (minimum five slides). 16
- All the slides should have proper heading and should have slide notes.
 - Except the first slide, all the remaining slides should have common format.
 - There should be a sound effect while moving from one slide to another slide.
 - Add a video to at least one slide which can be run in play full screen option.

3. (a) Create a new document. Add a picture from the sample picture. Tight wrap the text around the image. Now set the image at the centre of the page using position option. Change the shape of the picture to oval. Save the document. 9
- (b) (i) How will you use superscript and subscript features for the following examples ? 3
- $A_4B^4C_6$
- (ii) Create the following formulae : 4
- $$\sum_{i=1}^N Y_i \sum_{j=1}^M X_j$$
4. You have a monthly income of ₹ 40,000. Your monthly expenditures are : 16
- Rent – ₹ 2000·00, Food – ₹ 7000·00, Mobile phone – ₹ 500·00, Cable TV – ₹ 365·00, Electricity – ₹ 800·00. Design a worksheet having monthly income, monthly expenses listed and summed. Calculate the leftover amount in a month and the amount left over per day (assuming 30 days in a month). The spreadsheet should be properly formatted for labels and data.
5. Do the following tasks in Outlook : 16
- (a) Make a schedule for meeting with a doctor from 10 AM to 11 AM.
- (b) Set up an alert on the desktop to notify about the meeting timing.
- (c) Send the mail to this effect to the doctor with your signature.