

# BCSL-013 (Set-3)

BACHELOR OF COMPUTER APPLICATIONS (REVISED)

(BCA)

Computer Basics and PC software Lab

Duration : 2 hours

Maximum Marks : 100

---

Note : 1. There are five questions in this paper carrying 80 marks. Rest 20 marks are for viva-voce. All questions are compulsory.

1. (a) Execute the following Linux commands: 10
  - (i) date
  - (ii) who
  - (iii) mv
  - (iv) ln
  - (v) diff
- (b) Copy any file to another file using Linux, and change the file permission of the copy of the file to rwx...rwx. 6
2. (a) Create data of 5 of your friends, including name, phone number and address. Make a birthday invitation letter. Demonstrate the use of mailmerge feature of MS-word to create individualized invitations to your 5 friends 10
- (b) Create the following formatting MS-word: 6
  - (i)  $a^5 \times b^2 \times c^9 + d^5$
  - (ii)  ${}^n C_r$

3. Create a Power Point presentation on the topic “Computer Network” consisting of 4 slides. All these slides should have proper heading and slide notes. The slides should have timer based slide transition. One slide should have a picture. 16

4. Create a spread sheet having the following data:

<b>Employee Name</b>	<b>Basic Salary</b>	<b>DA-25% of Basic Salary</b>	<b>Total Salary</b>	<b>Tax 20% of Total Salary</b>
XYZ	50,000			
ABC	75,000			
DEF	25,000			

- (a) Create the worksheet in an appropriate format with the proper labels and data as above. You must enter formulas for DA-25% of Basic salary; Total salary as the sum of Basic Salary and DA; and Tax, which is 20% of the total salary. 10
- (b) Create a bar chart with appropriate headings showing employee name and basic salary. 6
5. (a) Write an e-mail to student evaluation division requesting a duplicate marklist. Mark a copy of this e-mail to your RC, and a blind carbon copy to yourself. You may assume the email addresses. 8
- (b) Setup an alert on the desktop to notify you whenever an email arrives in your mailbox. 8

\*\*\*\*\*