BACHELOR OF COMPUTER APPLICATIONS (Pre-revised)
(BCA)
Term-End Practical Examination

00623

December, 2016

CS-611(P)/S1 : COMPUTER FUNDAMENTALS AND PC SOFTWARE

Time : 2 Hours *Maximum Marks : 100*

Note : (i) There are four **compulsory** questions of 20 marks each in this paper. Rest 20 marks are for viva-voce.

(ii) Test all the macros created by you.

(iii) Write all the steps that you have performed on your answer-sheet.

(iv) Print all the required files, if possible, otherwise write partial data input and output on your answer-sheet.

(v) Make suitable assumptions, if any.

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1. Perform the following tasks using MS-Windows : *20*

   (a) Display the IP Address of your PC in DOS Prompt.

   (b) Change the system date and time to 31st Dec 2016 and 12:08 PM.

   (c) Set screen saver for your PC screen which activates after 10 minutes of wait.

   (d) Change the double click speed of the mouse.

2. Perform the following tasks using MS-Word : *20*

   (a) Create a table to store S.No., Name, Roll No., Batch No. and Signature of students appearing in CS-611(P) exam.

   (b) List any five hardware of your PC using Numbering.

(c) Write the following equation :
$$ax_1^2 + bx_2 + c = 0$$

(d) Write a paragraph about the use of computer in daily life; with proper spacing, font type and font size.

(e) Find the word Printer in the document created above and replace it with Output-Device.

3. (a) Create five slides using MS-PowerPoint to explain the need of cleanliness in life. Use proper layouts, colours and images to make the presentation effective. *10*

(b) Create a macro that can run using "CTRL + B" key. The macro should make the selected portion of the document bold and italic. *10*

4. Create a data file containing the addresses of ten students of BCA First Semester of IGNOU. Write a letter to inform students about the date and time of CS-611(P) examination. Use Mail Merge feature of MS-Word to create a letter for each student. *20*

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