| BHY-026 |

BACHELOR DEGREE IN HOTEL MANAGEMENT

Term-End Examination

June, 2012

BHY-026 : COMPUTER SKILLS

Time : 3 hours   *Maximum Marks : 100*

Note :   (i)   *Attempt any five questions.*

        (ii)   *All questions carry equal marks.*

1. What are the types of computer viruses ? What **20** precaution can be taken to protect the computer from virus ?

2. Write short note on the following :   **5x4=20**
   (a) Spyware
   (b) Adware
   (c) Spam
   (d) Application Software

3. Write the feature and functions of DOS.   **20**

4. (a) Enlist various input devices and explain function of each.   **10+10**
   (b) Enlist various output devices and explain function of each.

5. Write short notes on the following : 5x4=20
   (a) Types of port
   (b) LAN
   (c) WAN
   (d) MAN

6. (a) Write about the types of modem and explain each. **10+10**
   (b) Explain various types of storage devices.

7. What is hyperlink ? How it is created ? **20**

8. How MS excel is suitable for accounting **20** purposes ? Explain four formulas used in MS excel.

9. Explain the following : **10+10**
   (a) Formatting Commands
   (b) Types of Printers

10. (a) Write the process of Web Uploading. **10+10**
    (b) How do you set the slide timing in MS Power Point ?

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