

**POST GRADUATE DIPLOMA IN LIBRARY
AUTOMATION AND NETWORKING (PGDLAN)**

Term-End Practical Examination

June, 2010

00926

MLIL-004 : NETWORKING AND INTERNET TECHNOLOGY

Time Allowed : 2 Hours

*Maximum Marks : 50
(Practical Work : 40
Viva Voce : 10)
(Weightage : 40%)*

General Instructions :

- (i) Attempt **all** the questions.
 - (ii) Show the output to your examiner.
 - (iii) Save your output in your system which will be checked by the examiner.
 - (iv) Printout of the answers wherever required should be taken in a sheet duly signed by RD with his/her stamp. Write your Roll No., Study Centre and date of examination on these sheets.
 - (v) Candidates are **not** permitted to use any manual/handbook in carrying out the practical.
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1. (a) Configure your machine to perform the following tasks :

- (i) Installing a shared printer 5
- (ii) Sharing files and folders 5
- (b) Find out the number of switches available in the network system of your lab. 2
- (c) Pick up any created folder on your desktop and sort all the files within the folder by date of creation. 2

2. (a) Find out the basic search features of Google. 2
- (b) Create e-mail ID of your name, providing the details like address, tel.no, etc, in gmail and Hotmail (give your own passwords) 10
- (i) Send the following message as attachment to Hotmail (with a forwarding letter) 6
- “IGNOU has Launched Master of Library and Information Science Programme in online mode from 2008. Students may take admission at any time of the year.”
- (ii) Save the mail as ‘Draft’. 1
- (iii) Transfer the mail to ‘Inbox’ 1
3. Find out :
- (a) The current projects of NISCAIR 2
- (b) The recommendations on libraries by the National Knowledge Commission. 2
- (c) How often a record is added in OCLC’S Wordcat ? 2
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