

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

Term-End Practical Examination

00671

June, 2011

MLIL-001 : INTRODUCTION TO COMPUTERS

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. In the DOS environment, create a batch file 'IGNOU.Bat' which on running should display "Welcome to IGNOU" and show the current time as the prompt. 10
 2. In the windows operating system, set a screen saver password with the text, "Welcome to IGNOU", a wait time of one minute, and also protect it with a password. 10
 3. Carry out the following tasks in the windows operating system : 10
 - (a) Create a file named "PGDLAN.DOC" on the desktop.
 - (b) Add the above file "PGDLAN.DOC" to the task bar.
 - (c) Display time to appear in the status area of the task bar.
 - (d) Auto hide the task bar.
 4. Perform the following in Windows : 10
 - (a) Display the calculator in scientific mode.
 - (b) Arrange the icons on the desktop by size.
 - (c) Move the task bar from the bottom of the screen to the top of the screen.
 - (d) Interchange the left and right button on your mouse.