

GUJARAT TECHNOLOGICAL UNIVERSITY
B. Pharm. – SEMESTER – I • EXAMINATION – WINTER • 2015

Subject Code: 210002

Date: 07-01-2016

Subject Name: Basic Computer Applications

Time: 10:30 am - 01:30 pm

Total Marks: 80

Instructions:

1. Attempt any five questions.
2. Make suitable assumptions wherever necessary.
3. Figures to the right indicate full marks.

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|-------------|---|-----------|
| Q.1 | (a) Define terms: (I) CPU(II) Recycle bin (III) Hardware | 06 |
| | (b) Write detail note on classification of computers. | 05 |
| | (c) Enlist types of operating system and explain Window XP feature in brief. | 05 |
| Q.2 | (a) Give shortcuts for the following functions in MS-word,
(i) Superscript (ii) Underline (iii) Find (iv) Paste (v) Align text right (vi) Open document | 06 |
| | (b) Describe detailed applications of computer in field of pharmacy. | 05 |
| | (c) What is Ms-word? Draw and explain Insert menu in Ms-word application. | 05 |
| Q.3 | (a) Explain the following terms with syntax (any three) (i) DEL (ii) TIME (iii) DIR (iv) MD | 06 |
| | (b) Explain detail in output storage devices. | 05 |
| | (c) Write a detail note on mail-merge. | 05 |
| Q.4 | (a) Enlist various menus in Ms-Excel. How will you perform following function in Ms-Excel (any three) (i) Add row or column (ii) Insert formula in cell (iii) change name of worksheet (iv) Edit contents of a cell | 06 |
| | (b) Enlist different charts in Ms-Excel. Explain any two in detail. | 05 |
| | (c) What is slide animation? Describe in detail. | 05 |
| Q.5 | (a) How will you create (i) Insert new slide (ii) insert bullets (iii) Change the order of slides in power point presentation? | 06 |
| | (b) What is PDF? Explain file menu in PDF. | 05 |
| | (c) Write short note on E-mail. | 05 |
| Q. 6 | (a) What is importance of slides show presentation? Explain with suitable example. | 06 |
| | (b) What is internet? Write detail for Pharmaceutical websites. | 05 |
| | (c) Write detail note on: Outlook express OR Chemdraw. | 05 |
| Q.7 | (a) Explain the terms: (i) WWW (ii) HTML (iii) URL (iv) LAN (v) XML (vi) DHTML | 06 |
| | (b) Write a short note on antivirus software and laptop. | 05 |
| | (c) Write brief note on: Computer virus OR Ms-Access. | 05 |
