

GUJARAT TECHNOLOGICAL UNIVERSITY

B. Pharm. - SEMESTER-I • EXAMINATION – SUMMER-2016

Subject Code: 2210005

Date: 01/06/2016

Subject Name: Basics of Computer Applications

Time: 02:30 pm – 05:30 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) | Write a note on: 1) Computer Virus and list types of the viruses. | 06 |
| | | 2) Applications of computers in Pharmacy. | |
| | (b) | Explain Computer Organization and Storage Devices. | 05 |
| | (c) | Enlist different file formats, various types of files, file extension of windows OS. | 05 |
| Q.2 | (a) | What is OS? Give types and explain characteristics of it. | 06 |
| | (b) | Explain Desktop, start-menu, components of control panel, accessories, components of my computer | 05 |
| | (c) | Explain the classification of computer | 05 |
| Q.3 | (a) | Explain following
1)Font option 2)Table Menu 3)Hyperlink & Autocorrect option of MS-Word | 06 |
| | (b) | What do you mean by- Mail-merge of Ms-Word? Explain with steps and also list the advantages of it. | 05 |
| | (c) | What are the features that you will use to format the Ms-Word document? Explain at least 10 of it. | 05 |
| Q.4 | (a) | Explain any six functions of MS-EXCEL | 06 |
| | (b) | Enlist all the chart types and explain CHART WIZARD OPTION with steps of Ms-Excel. | 05 |
| | (c) | Explain the cell formatting in MS Excel. | 05 |
| Q.5 | (a) | What is Ms-Power Point? Explain its advantages. | 06 |
| | (b) | Explain Slide animation and slide transition. | 05 |
| | (c) | What is MS-Excel? Explain the detailed applications of MS- excel with suitable examples. | 05 |
| Q. 6 | (a) | What is internet? What are the software and hardware required for accessing the internet facility? | 06 |
| | (b) | 1) Pharmaceutical web sites 2)Address Book of windows OS | 05 |
| | (c) | What is E-Mail? What are its applications? | 05 |
| Q.7 | (a) | Explain the following.
1. MS Access
2. MS Paint
3. Chemdraw | 06 |
| | (b) | What is PDF? Explain Adobe acrobat reader. Give two advantages of it. | 05 |
| | (c) | Explain MS-Outlook Express and Nero Burning software. | 05 |
