

Seat No.: _____

Enrolment No. _____

GUJARAT TECHNOLOGICAL UNIVERSITY
MAM - SEMESTER-I • EXAMINATION – SUMMER 2015

Subject Code: 4110505

Date: 08.06.2015

Subject Name: COMPUTER APPLICATION

Time: 14.30PM to 17.30pm

Total Marks: 70

Instructions:

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

- Q.1 (a) What is Operating System? Explain the classification & function of operating. 7
System? Write the name of any three operating systems.
- (b) **Fill in blanks** 7
- i) Name the device which works as an input, output and storage
_____.
- ii) CUI stands for_____.
- iii) Give the example of multi user multi tasking operating
system_____.
- iv) Name the number system whose base is 16_____.
- v) CC in e-mail stands for_____.
- vi) shortcut key of cut_____ and Paste_____ used in MS-
Word
- vii) Short cut key of slide show is _____.
- Q.2 (a) What is mail merge? How we perform mail merge? What is the use of it? 7
- (b) How to create table in MS-Word? Explain the any five formatting function 7
used in MS-Word with example.
- OR
- (b) Write the short cut key of the following- 7
- i) Find
- ii) Select All
- iii) copy
- iv) Open
- v) Save
- vi) Bold
- vii) Create the document
- Q.3 (a) What is MS-Excel? Explain the any five standard functions with example in 7
MS-Excel.
- (b) What are the different types of chart in MS-Excel? How we prepare chart in 7
MS-Excel
- OR
- Q.3 (a) How we can perform the following- 7
- i) Arrange data in particular order

		ii) To count number of rows	
		iii) Inserting cell	
		iv) Merging the cell	
		v) Renaming the worksheet	
		vi) Increase row height	
		vii) Deleting worksheet	
	(b)	What is cell? How it's referred? How the formula insert into cell?	7
Q.4	(a)	What is slide transition & custom animation? What its uses?	7
	(b)	What is network? explain the different types of n/w.	7
		OR	
Q.4	(a)	What is e-mail? What are the different components of e-mail?	7
	(b)	What is internet? What are the different types of H/w & S/w required for internet? What are the different types of internet connection?	7
Q.5	(a)	Solve the following:	7
		i) $(1259)_{10} = ()_{16}$ ii) ASCII	
	(b)	Explain the term –	7
		i) workbook & worksheet	
		ii) Template & slide show	
		OR	
Q.5	(a)	What is Software? & explain the different types of S/w.	7
	(b)	What is secondary memory? Explain the differences between RAM & ROM. Explain the units of memories KB, MB, GB and TB.	7
