

PE-654
(662) M. A. EDUCATION (SECOND SEMESTER) Examination
JUNE 2022
Compulsory/Optional
Group-
Paper- VII

Name/Title of the paper – COMPUTER APPLICATIONS

Time: Three Hours

Maximum Marks-080

Minimum passing Marks-...

Note: Answer From Both the section as directed. The figures in the right hand margin indicate marks.

Section A

1 Answer the objective type question.

10X1

- i. Physical part of a computer are known as _____
 - a. Software
 - b. Hardware
 - c. Operating System
 - d. System unit
- ii. A Processor is also known as
 - a. CPU
 - b. UPS
 - c. UPC
 - d. PUS
- iii. A system software that helps Operating System to communicate with a device is called
 - a. Operating system
 - b. Device Driver
 - c. Utility
 - d. Graphics Software
- iv. Which of the following is the lowest in the computer memory hierarchy?
 - a. Cache
 - b. RAM
 - c. Secondary memory
 - d. CPU registers
- v. Which of the following to justification align the text on both the sides-left and right of margin?
 - a. Balanced
 - b. Right
 - c. Justify
 - d. Balanced
- vi. The ability to combine name and addresses with a standard document is called
 - a. Document formatting
 - b. Database management
 - c. Mail merge
 - d. Form letters
- vii. What is the intersection of a column and a row on a worksheet called ?
 - a. Column
 - b. Value
 - c. Address
 - d. Cell
- viii. In a presentation of PowerPoint, the special effects used to introduce slides are known as
 - a. Custom Animation
 - b. Transitions
 - c. Annotations
 - d. None of the above
- ix. Which of the following is a correct format of Email address?
 - a. name@website@info
 - b. name@website.info
 - c. www.nameofwebsite.com
 - d. name.website.com
- x. The process of transferring files from a computer on the Internet to your computer is called
 - a. Uploading
 - b. Forwarding
 - c. FTP
 - d. Downloading

2 Answer the short type question.

5X2

- a. Define Computer.
- b. What do you mean by primary memory?

- c. Write features of MS-word.
- d. Define worksheet and work book.
- e. What is search engine?

Section B

Answer the Long type question.

12X5

3 Draw and explain basic component of computer system.

OR

Explain the following.

- a. Uses of computer
- b. Central processing unit

4 Define operating system with their function and type.

OR

Write notes on:-

- a. computer memory
- b. utility software
- c. Number system and their types

5 Write steps to formatting document with suitable example in ms-word.

OR

Explain previewing and printing of excel worksheet with suitable example.

6 a. write steps to insert object into ms-powerpoint.

- b. Explain features and versions of ms-powerpoint.

OR

Write steps for

- a. Custom animation and transition
- b. Formatting text

7 Explain the following.

- a. E-mail
- b. Types of internet connectivity

OR

Write notes on

- a. Web browser and their function
- b. URLs