

- 3 APR 2019

Exam BCom–Sem-1

CE–108G (MIP) Code:20254

CORE ELECTIVE MIP1-IT & Its Application – I

Marks: 70

- Q.1 [a] Describe the application of computer. 7  
[b] Write a short note on personal computer. 7

**OR**

- Q.1 [a] Explain the following Dos Command. 7  
1. CD 2. TIME 3. RD 4. EDIT  
[b] Explain Hardware ,Software and Translator. 7

- Q.2 [a] Explain the windows accessories & control panel. 7  
[b] Explain Recycle bin and Note Pad. 7

**OR**

- Q.2 [a] Explain the Desk Top, File, Icons & Explorer. 7  
[b] How can you create, delete, rename a folder write steps. 7

- Q.3 [a] Describe the application Word Processor. 7  
[b] Explain cut, copy & paste with its all methods. 7

**OR**

- Q.3 [a] Explain Find, Replace & Bullets of Ms-Word. 7  
[b] Explain Change Case, Alignment & Superscript of Ms-Word. 7

- Q.4 [a] Explain the Mail- Merge facility of Ms-Word. 7  
[b] Explain table facility of Ms-Word. 7

**OR**

- Q.4 [a] Explain spelling checker & Tab facility of Ms-Word. 7  
[b] Explain Page set up facility of Ms-Word. 7

- Q.5 [a] Explain the slide layout & different slide views. 7  
[b] Explain the home menu of PowerPoint. 7

**OR**

- Q.5 [a] Explain Insert menu facility of PowerPoint in detail. 7  
[b] Write a short note on animations menu of PowerPoint. 7