

Answer any SIX questions.

## Paper I — FUNDAMENTALS OF COMPUTERS

(For those who joined in July 2001 and after)

Time : Three hours

Maximum : 100 marks

## SECTION A — (10 × 4 = 40 marks)

Answer ALL the questions.

1. Write a note on : Micro computer.
2. What is an Algorithm?
3. (a) Determine the octal equivalent of  $(359)_{10}$ .  
(b) Determine the binary equivalent of  $(231)_{10}$ .
4. What are the advantages of High-level languages?
5. Define the term Microprocessor.
6. Distinguish between ROM and RAM.
7. What is meant by Ring Topology?
8. Write a note on Operating System.
9. Define Compiler.
10. What are Protocols?

11. Describe the characteristics of computers.
12. Explain about classification of computers according to functionality.
13. Discuss in detail, representation of fractions in computers with examples.
14. Compare and contrast Assembly level languages with Machine level languages.
15. Explain about any two Computer Input Devices.
16. Describe the structure of CPU with a neat diagram.
17. What are the functions of Operating System? Explain briefly.
18. Explain about classifications of Operating Systems.
19. Describe in detail, transmission media used in Computer Networks.
20. Explain about TCP/IP.

**Paper II — WINDOWS BASED P.C. SOFTWARE  
(MS-WORD, MS-EXCEL, MS-ACCESS)**

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(For those who joined in July 2001 and after)

Time : Three hours

Maximum : 100 marks

**SECTION A — (10 × 4 = 40 marks)**

Answer ALL questions.

1. List down the different parts of MS-Word Window.
2. Write the steps for Text Alignment in MS-Word.
3. How will you insert pictures in MS-Word Document?
4. Write the steps to insert Current Date, Time and Page Numbers in MS-Word.
5. What is use of Series Fill Command in MS-Excel?
6. List down the names of the charts in MS-Excel.

7. How will you print Worksheets in MS-Excel?
8. Write the steps to Rename Columns in MS-Access.
9. List down the names of forms in MS-Access.
10. Write a note on : SQL.

SECTION B — (6 × 10 = 60 marks)

Answer any SIX questions.

11. Write the steps for importing, exporting, inserting files in MS-Word.
12. Describe the use of various options of Tools Menu in MS-Word with examples.
13. Explain about Tabs and Tables in MS-Word.
14. Explain the insertion of Headers, Footers, Footnotes, Endnotes and Annotations in MS-Word.
15. Describe the overview of MS-Excel Worksheet.
16. Explain the steps for creating Worksheets and Workbooks using MS-Excel.
17. Write the steps for creating Queries in MS-Access.

18. How will you create a Database through Table Wizard in MS-Access? Explain briefly.
19. Describe the use of different options in the Tools Menu of MS-Access with examples.
20. Explain about Mailing Labels in MS-Access with examples.

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Time : Three hours                      Maximum : 100 marks

**SECTION A — (10 × 4 = 40 marks)**

Answer ALL the questions.

1. What is meant by shell account?
2. Write a note on modem.
3. What is meant by TCP/IP?
4. List down the characteristics of IP address.
5. Define URL.
6. Write a note on <HTML> Tag.
7. What is the purpose of <IMG> Tag in HTML?  
Give an example.
8. What are Web Browsers?

Paper IV — VISUAL PROGRAMMING — VISUAL  
BASIC

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(For those who joined in July 2001 and after)

Time : Three hours

Maximum : 100 marks

SECTION A — (10 × 4 = 40 marks)

Answer ALL questions.

1. What is variant? Explain with an example.
2. What are the modules supported by VB?
3. Explain the Do...While loop with an example.
4. Describe the working of select case statement.
5. Write a brief note on built-in string constants in VB.
6. List and explain Data Handling functions in VB.
7. How do you use message boxes in VB?

8. Explain how to work with Tool box.
9. How do you move the records using data control?
10. Do you explicitly need to declare an error object? Why?

SECTION B — (6 × 10 = 60 marks)

Answer any SIX questions.

11. With suitable example explain user defined and numeric functions in VB.
12. What is IDE? Discuss about the features of IDE.
13. Write a VB program to check for the number of digits in a number and display a message indicating that the number of digits in it within 1000.
14. Explain the following loop statements with examples.
  - (a) For...Next
  - (b) For Each...Next.
15. With suitable example explain the concept of recursion.
16. Write a function procedure to find a power of a number.

17. How does VB support graphics programming? Illustrate with suitable controls.
  18. Explain with suitable example the use of text box in VB.
  19. Explain about DAO.
  20. Explain in detail the various ways of accessing an external database in VB.
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