BRAINWARE UNIVERSITY

Term End Backlog Annual Examination, March-2022

Programme – Bachelor of Science in Nursing

Course Name – Introduction to Computer Application

Course Code – BNS107

(Year – I)

Time allotted: 3 hrs.   Full Marks: 75

[The figure in the margin indicates full marks. Candidates are required to give their answers in their own words as far as practicable. Write answer of Section – A and Section –B in separate Answer booklet.]

Section – A

1. **Choose the correct alternative from the following:**   1 x 5 = 5

I   A light sensitive device that concerts drawing, text or other images into digital form is called

    a.   Keyboard   c.   Plotter

    b.   Scanner   d.   Ink jet printer

II   In how many generation a computer may be classified?

    a.   3   c.   5

    b.   4   d.   6

III   First generation of the computer (historical) was based on _____ technology.

    a.   Transistors   c.   Electro- magnetic

    b.   Wired circuit   d.   Vacuum tube

IV   CPU stands for

    a.   Central Packing Unit   c.   Central Processing Unit

    b.   Central Program Unit   d.   Career Program Unit

V   ALU stands for:

    a.   Actual Logical Unit   c.   All Logical Unit

    b.   All Level Unit   d.   Arithmetic Logical Unit

2. **Write short answer on any *three* of the following:**   3 x 5 = 15

(I)   a) What is a computer system?   [2]

    b) What are the characteristics of computers?   [3]

(II)   a) What are Tabs or Tab stops in MS Word?   [2]

    b) Name the tab stops available in MS Word.   [3]

(III)   a) Write down the difference between MS-Word and MS-Excel.   [3+2]

    b) What is the default text and number alignment in MS Excel?

(IV)   a) What is the slide show View in MS PowerPoint?   [2+2+1]

    b) How can you insert dates into the footer in a MS PowerPoint presentation?

    c) What is slide Master?

(V) a) What is Electronic mail? [2+3]
    b) What is the advantage of using email?

3. **Write short answer on any *two* of the following:** 2 x 10 = 20

(I) a) What do you mean by memory devices? [2+5+3=10]
    b) Explain the difference between the primary and Secondary memory.
    c) What is the function of ALU?

(II) a) What is a computer network? How it is useful? [4+6=10]
    b) What is the difference of LAN and WAN?

(III) a) What is Macro in MS-Word? [2+6+2=10]
    b) Write down the steps to record a new macro.
    c) Write down the name three types of charts in MS Excel.

Section –B

1. **Choose the correct alternative from the following:** 1 x 5 = 5

(I) Computer systems can be linked to the Internet through

    a. Phone-line modem   c. DSL
    c. Cable modem   d. All of these

(II) All of the following are top-leveled computer domains except-

    a. .edu   c. .gov
    c. .org   d. .army

(III) Free of cost repair of software bug available at Internet is called-

    a. Versions   c. Tutorials
    c. Ad-on   d. Patch

(IV) The Internet was originally a project developed by

    a. ARPA   c. NSF
    c. NASA   d. WWW

(V) The computer jargon-WWWW stands for

    a. World-Wide-Web-Worm   c. World-Wide-Web-Workstation
    c. World-Wide-Web-Wildlife   d. World-Wide-Web-for-Women

2. **Write short answer on any *two* of the following:** 2 x 5 = 10

(I) a) What is an output device? [2]
    b) What are the major output devices are there for a computer? [3]

(II) a) What are the available types of symbols are there in MS Word? [3+2]
    b) What are the procedure to insert Symbols in an MS Word document?

(III) a) How you can record a slide show in PowerPoint? [2+3]
    b) How you can create a video in PowerPoint?

3. **Write answer on any *two* of the following:**   2 x 10 = 20

(I)   a) Distinguish between a RAM, ROM and Auxiliary memory.   [6+2+2 =10]
      b) What is the function of an input device?
      c) What are the different kinds of input devices?

(II) a) What is Mail Merge?   [2+6+2 =10]
      b) Describe the complete process of Mail Merge.
      c) What are the applications of Mail Merge?

(III) a) What are the major features of Power Point?   [2+2+2+2+2 =1
      b) Explain the steps for creating slide in a Power Point.
      c) What are the uses of MS Excel?
      d) Explain any four functions available in MS Excel.
      e) What are the types of text alignment?