



BRAINWARE UNIVERSITY

Term End Examination 2022

Programme – BBA-2019/B.Sc.(MLT)-2019/B.Sc.(MM)-Hons-2019/B.Sc.
(MLT)-2020/B.Sc.(MRIT)-2020/B.Optomety-2020/B.Sc.(PA)-2020/B.Sc.(BT)-Hons-
2020/B.Sc.(MSJ)-Hons-2020/B.Sc.(AM)-Hons-2020/BBA-2020/BBA(HM)-2020/B.A.
(Eng)-Hons-2020/B.Physiotherapy-2020/B.Sc.(MLT)-2021/B.Sc.
(MRIT)-2021/B.Optomety-2021/B.Sc.(PA)-2021/B.Physiotherapy-2021/B.Sc.(BT)-
Hons-2021/B.Sc.(MSJ)-Hons-2021/B.Sc.(AM)-Hons-2021/BBA-
2021/BBA(HM)-2021/B.A.(Eng)-Hons-2021/BBA(DM)-2021/DMLT-2021/B.Sc.
(OTT)-2021/B.Sc.(CCT)-2021/B.A.(Eng)-Hons-2022/BBA-
2022/BBA(DM)-2022/BBA(HM)-2022/B.Optomety-2022/B.Sc.(AM)-Hons-2022/B.Sc.
(BT)-Hons-2022/B.Sc.(MSJ)-Hons-2022/B.Sc.(CCT)-2022/B.Sc.(MRIT)-2022/B.Sc.
(OTT)-2022

Course Name – Computer Applications

Course Code - GECS101

(Semester I)

Full Marks : 60

Time : 2:30 Hours

[The figure in the margin indicates full marks. Candidates are required to give their answers in their own words as far as practicable.]

Group-A

(Multiple Choice Type Question)

1 x 30=30

1. Choose the correct alternative from the following :

- (i) Select the button which allows user to send a file with email
- | | |
|----------|---------------|
| a) Draft | b) Messenger |
| c) Sent | d) Attachment |
- (ii) Predict which of the following network device has the slowest type of connection
- | | |
|-------------------|----------------------|
| a) DSL | b) Router |
| c) Dial-up modems | d) None of the above |
- (iii) Analyze which one is odd one?
- | | |
|------------|----------------|
| a) RAM | b) ROM |
| c) MONITOR | d) Floppy Disk |
- (iv) saving data and instruction to make them readily available is the job of
- | | |
|-----------------|---------------|
| a) Storage unit | b) cache unit |
| c) output unit | d) input unit |
- (v) Identify which of the following is non-volatile storage?

- a) Backup
c) primary
- b) Secondary
d) cache
- (vi) State the difference does the 5th generation computer have from other generation computers?
- a) Technological advancement
c) Object Oriented Programming
- b) Scientific code
d) Not Mentioned here
- (vii) Actual execution of instructions in a computer takes place in
- a) ALU
c) Storage unit
- b) Control Unit
d) Output Unit
- (viii) State the following which is used as a primary storage device
- a) Magnetic tape
c) Floppy disk
- b) PROM
d) HDD
- (ix) Tell what is the complement of XOR is
- a) OR
c) AND
- b) NAND
d) XNOR
- (x) Recall $(A')'$ equals
- a) A'
c) 1
- b) A
d) 0
- (xi) Identify from the following that is not hardware?
- a) Chip
c) Printer
- b) Monitor
d) Language Processor
- (xii) Tell the bits present in 1 byte
- a) 6
c) 8
- b) 4
d) 5
- (xiii) Identify which of the following is an example of page orientation?
- a) Landscape
c) Superscript
- b) Subscript
d) A4
- (xiv) Select all the text in MS Word document by
- a) Ctrl +S
c) Ctrl + A
- b) Ctrl + N
d) Ctrl + V
- (xv) Documents can be _____ with MS Word.
- a) Created
c) Saved
- b) Edited
d) All of the above
- (xvi) The short cut key to highlight the entire column:
- a) Ctrl+C
c) Ctrl + Page Up
- b) Ctrl + Enter
d) Ctrl + Spacebar
- (xvii) A printer that prints one line at a time and has a predefined set of characters is called _____
- a) Laser
c) Inkjet
- b) Drum
d) Impact
- (xviii) choose the name that is the intersection of a column and a row on a worksheet
- a) Column
c) Address
- b) Value
d) Cell
- (xix) Predict which kind of Software is Excel?
- a) Word Processing Software
c) Data Base Software
- b) Spreadsheet Software
d) Not Mentioned here
- (xx) The auto calculate feature
- a) Can only add values in a range of cells
c) Automatically creates formulas and adds
- b) Provides a quick way to view the result of an arithmetic operation on a range of cells
d) Can only add values in a range of cells and

them to a worksheet

Automatically creates formulas and adds them to a worksheet

- (xxi) An important drawback of binary system is _____
- a) It requires very large string of 1s and 0s to represent a decimal number b) It requires sparingly small string of 1s and 0s to represent a decimal number
- c) It requires large string of 1s and small string of 0s to represent a decimal number d) It requires small string of 1s and large string of 0s to represent a decimal number
- (xxii) Select from the following that is a correct format of Email address?
- a) name@website@info b) name@website.info
- c) www.nameofwebsite.com d) name@domain@ac@in
- (xxiii) choose the full form of ISP
- a) Internet Server Provider b) Internet Service Provider
- c) Internet Service Protocol d) Not Mentioned here
- (xxiv) A PowerPoint design template is stored in any file with _____ extensions.
- a) .pot b) .ptt
- c) .dtp d) .ppt
- (xxv) From which of these menus can we access a Text Box, Picture, Chart etc.?
- a) View b) Insert
- c) Edit d) File
- (xxvi) Decide from the following that is not a default document type for a mail merge?
- a) Letters b) Envelopes
- c) Memos d) Directory
- (xxvii) Select from the following Web site's front page /main page is known as-
- a) Browser Page b) Search Page
- c) Bookmark d) Home Page
- (xxviii) An important drawback of binary system is _____
- a) It requires very large string of 1s and 0s to represent a decimal number b) It requires sparingly small string of 1s and 0s to represent a decimal number
- c) It requires large string of 1s and small string of 0s to represent a decimal number d) It requires small string of 1s and large string of 0s to represent a decimal number
- (xxix) choose from the alternatives that is the Linux operating system
- a) Private operating system b) Windows operating system
- c) Open-source operating system d) Not Mentioned here
- (xxx) In the current presentation, if we want to insert a new slide, we use the key combination:
- a) Ctrl + F b) Ctrl + O
- c) Ctrl + M d) Ctrl + N

Group-B

(Multiple Choice Type Question)

3 x 10=30

2. Choose the correct alternative from the following :

- (i) Represent the octal equivalent of the binary no 1100101.001010
- a) 624.12 b) 145.12
- c) 154.12 d) 145.21
- (ii) Represent the decimal no 35 into binary equivalent
- a) 100001 b) 100101
- c) 100011 d) 101001
- (iii) Apply the correct step for taking 'Mail Merge'?
- a) Format Letters Mail Merge b) Tools Mail Merge Letters and Mailings

- c) Tools Letters mailings mail Merge d) Tools mailings Mail Merge
- (iv) Relate the blank space outside the printing area on a page?
 a) Clipart(N) b) Margins(Y)
 c) Header(N) d) Footer(N)
- (v) Prioritize the process of removing unwanted part of an image is called
 a) SUM(N) b) AVG(Y)
 c) MAX(N) d) MIN(N)
- (vi) Select which one is not a Function in MS Excel ?
 a) spreadsheet(N) b) presentation(N)
 c) database(Y) d) MS Word(N)
- (vii) Select what happens when you select first and second slide and then try to insert the new slide?
 a) New slide will be inserted as first slide b) New slide will be inserted as last slide
 c) New slide will be inserted as third slide d) Not Mentioned here
- (viii) Choose which of the following is the best way to create a duplicate slide?
 a) Click the slide and select it using Ctrl + A, b) Redo everything on new slide
 then copy it and paste it into new slide.
 c) Choose duplicate slide from insert slide d) Not Mentioned here
- (ix) What item contains detailed information about something in the text
 a) Footer b) Foot Note
 c) Header d) Head Note
- (x) Report the following which one is not an operating system?
 a) Windows b) Linux
 c) Oracle d) DOS
