



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 converts 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-WWW 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

[6+2+2 = 10]

- (I) a) Distinguish between a RAM, ROM and Auxiliary memory.
b) What is the function of an input device?
c) What are the different kinds of input devices?

[2+6+2 = 10]

- (II) a) What is Mail Merge?
b) Describe the complete process of Mail Merge.
c) What are the applications of Mail Merge?

[2+2+2+2+2 = 10]

- (III) a) What are the major features of Power Point?
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?