

Enrollment No:-\_\_\_\_\_

Exam Seat No:-\_\_\_\_\_

# C.U.SHAH UNIVERSITY

Summer-2015

Subject Code:4CS01IOF1 Subject Name: Basics, internet & MS-Office

Course Name: B.Sc(IT)-Old

Date: 5/5/2015

Semester:1

Marks: 70

Time:10:30:00To01:30

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**Instructions:**

- 1) Attempt all Questions of both sections in same answer book/Supplementary.
- 2) Use of Programmable calculator & any other electronic instrument prohibited.
- 3) Instructions written on main answer book are strictly to be obeyed.
- 4) Draw neat diagrams & figures (if necessary) at right places.
- 5) Assume suitable & perfect data if needed.

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**Q - 1. Attempt all Questions .**

[14]

- a) Explain Page setup menu in Page layout menu [4]
- b) Explain file menu. [3]
- c) Explain Edit dialogBox in home menu [3]
- d)  $(BB)_{16} = ( )_{10}$  [2]
- e)  $10110 + 101011 = \text{-----}$  [2]

Attempt any four from Q-2 to Q-8.

**Q - 2. Attempt the following.**

- 1) Explain computer block diagram with help of figure. [7]
- 2) Describe characteristics of computer. [7]

**Q - 3. Attempt the following**

- 1) Explain different types of networks. [7]
- 2) Explain mail merge. [7]

**Q - 4. Attempt the following**

- 1) Describe types of O.S. [7]
- 2) Describe all logic gates with diagram and truth table. [7]

**Q - 5. Attempt the following**

- 1) Explain algorithm and flow chart with any one example. [7]
- 2) Explain application of internet. [7]

**Q - 6. Attempt the following**

- 1) Explain various Data Types in msAccess2007. [5]
- 2) Explain various Charts available in msExcel2007. [5]
- 3) Explain paragraph dialogbox in msword2007. [4]

**Q - 7. Attempt the following**

- 1) Explain font dialog box in msword2007. [5]
- 2) Explain using tools in msExcel2007. [5]
- 3) How to define page number and date & time in msword2007. [4]

**Q - 8. Attempt the following**

- 1) Explain various objects of msAccess2007. [7]
- 2) Explain creating table and sql statement in brief. [7]

