

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

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

# C.U.SHAH UNIVERSITY

Summer-2015

Subject Code: 4LS02CMP1

Subject Name: Computational Skills

Course Name: B.Sc. (Micro, Biotech)

Date: 20/5/2015

Semester: II

Marks: 70

Time: 10:30 TO 01:30

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**Instructions:**

- 1) Attempt all Questions 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** [a] Write note on history of computers. **07**  
[b] What are I/O devices? Explain any four output devices with figures. **07**  
**Attempt any four from Q-2 to Q-8.**
- Q. 2** [a] Define characteristics of Operating Systems. Differentiate between **07**  
operating system and application software.  
[b] What is DOS? Explain any five internal DOS commands. **07**
- Q. 3** [a] Draw and explain screen layout of MS-Word. **05**  
[b] Write note on Mail Merge in MS-Word. **05**  
[c] Write down steps for finding and replacing texts in MS-Word. **04**
- Q. 4** [a] How to draw chart in MS-Excel? How can we edit with the chart features? **05**  
[b] Explain average, log, sum functions with example. **05**  
[c] What is workbook and worksheet? **04**
- Q. 5** [a] What are the uses of MS-PowerPoint? **07**  
[b] Write the steps to add animation, video, audio in MS-PowerPoint slide. **07**
- Q. 6** [a] What is Internet? Which hardware and software are required connecting **07**  
with Internet? **07**  
[b] List the useful databases of microbiology. Explain can how we fetch data  
from the particular database.
- Q. 7** [a] What is the utility of standard deviation? Write the merits and demerits of **04**  
standard deviation.  
[b] Find the median of the following data: **05**



$x$	2-6	6-10	10-14	14-18	18-22	22-26	26-30
$f$	251	85	221	200	320	219	310

05

[c] Find the arithmetic mean from the following table:

$x$	0-10	10-20	20-30	30-40	40-50	50-60
$f$	15	21	32	19	16	4

**Q. 8** [a] List the important tools used in the field of microbiology. Explain utility of ChemDraw. **04**

[b] How to insert table in MS-Excel? Write the steps to insert and delete the rows and columns in table. **05**

[c] Explain various functionalities available in Page Layout window in MS-Word. **05**

