



<b>Q-3</b>	<b>Attempt all questions</b>	<b>(15)</b>
<b>A</b>	What is Mail Merge? Explain steps to send a mail to bunch of recipients.	<b>10</b>
<b>B</b>	What is a presentation? Explain slide transition effects in brief.	<b>5</b>
<b>Q-4</b>	<b>Attempt all questions</b>	<b>(15)</b>
<b>A</b>	Explain following DOS commands: DIR, MD, CD, RD	<b>8</b>
<b>B</b>	Discuss various applications of computers in Nursing field.	<b>7</b>
<b>Q-5</b>	<b>Attempt all questions</b>	<b>(15)</b>
<b>A</b>	Discuss the uses of Multimedia techniques in various areas.	<b>8</b>
<b>B</b>	Describe the Hospital Management System and its features.	<b>7</b>
<b>Q-6</b>	<b>Attempt any six questions from A to J:</b>	<b>(30)</b>
<b>A</b>	Discuss limitations of computers.	<b>5</b>
<b>B</b>	Compare hardware and software.	<b>5</b>
<b>C</b>	Write a short note on keyboards.	<b>5</b>
<b>D</b>	Explain following Excel functions: Sum(), Average(), Max()	<b>5</b>
<b>E</b>	Discuss 2 <sup>nd</sup> generations of computers.	<b>5</b>
<b>F</b>	Explain components of Email.	<b>5</b>
<b>G</b>	Discuss the history of Internet.	<b>5</b>
<b>H</b>	Write a short not on printers.	<b>5</b>
<b>I</b>	Write a short not on ALU.	<b>5</b>
<b>J</b>	Discuss the uses of MS excel in various fields.	<b>5</b>

