Q 15 write steps for creation of a set of power point slides that demonstrates your skill to use the tools of powerpoint point. It should include the following things.

a) Title slide & bullet list.

- Chose Insert > new slide, click the new slide button on the toolbar, or press the hotkey Ctrl + M.
- From the slide Layout task pane, choose the Bulleted List layout
- Click the text placholder and types your bullet ed text.

Title Slide : Click Home > Layout. Select Title slide for a standalone title page or select Title and content for a slide that contains a title and a full slide text box. many other that's best suited for layout options include titles too. Pick the one the's best suited for your presentation. Select the click to add title text box.

b) Inserting Excel Sheet : Select the new sheet plus icon (+) at the bottom of the workbook.

- or, select Home > Insert > Insert sheet

c) Clipart and text : open the Power Point open the Power Point and go to "Insert" > online pictures".

- Select the clip art

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- Insert the clip Art —
- Select the image in the PPE file —
- Edit the Image —
- Add Image to PPE.

text => select Insert > text Box. Select either Draw Horizontal text Box or vertical text Box.

- Select a Shape or a Connector.
- Type in the text.
- Select a blank area on the drawing page

Q Slide show effects

- Select the slide to which you want to apply the effect.
- Select the Animation tab.
- In Transition to this slide group you will see the transition effects.
- click the drop-down arrow to see menu of transition effects.
- select the desired transition effect.

Q2 what is difference between Machine Language and High Level Language?

Ans.

| High Level Language | Low Level Language |
|---|---|
| ① It can be considered as a Programmer-friendly language. | It is considered as a machine-friendly language |
| • It can be ported from one location to another | • It is not portable |

| High-Level Language | Low-Level Language |
|---|---|
| • It is easy to understand. | It is difficult to understand. |
| • It is easy to debug. | It is difficult to debug. |
| • It is less memory efficient i.e, it | It consumes less memory |
| • to be translated into machine code | would translate instructions |
| • It is easy to debug. | It is difficult to debug. |

Q.(17) Discuss about different data types of programming Language.

Ans.

Data Types in C


Q(18). Find the output of the following statements.

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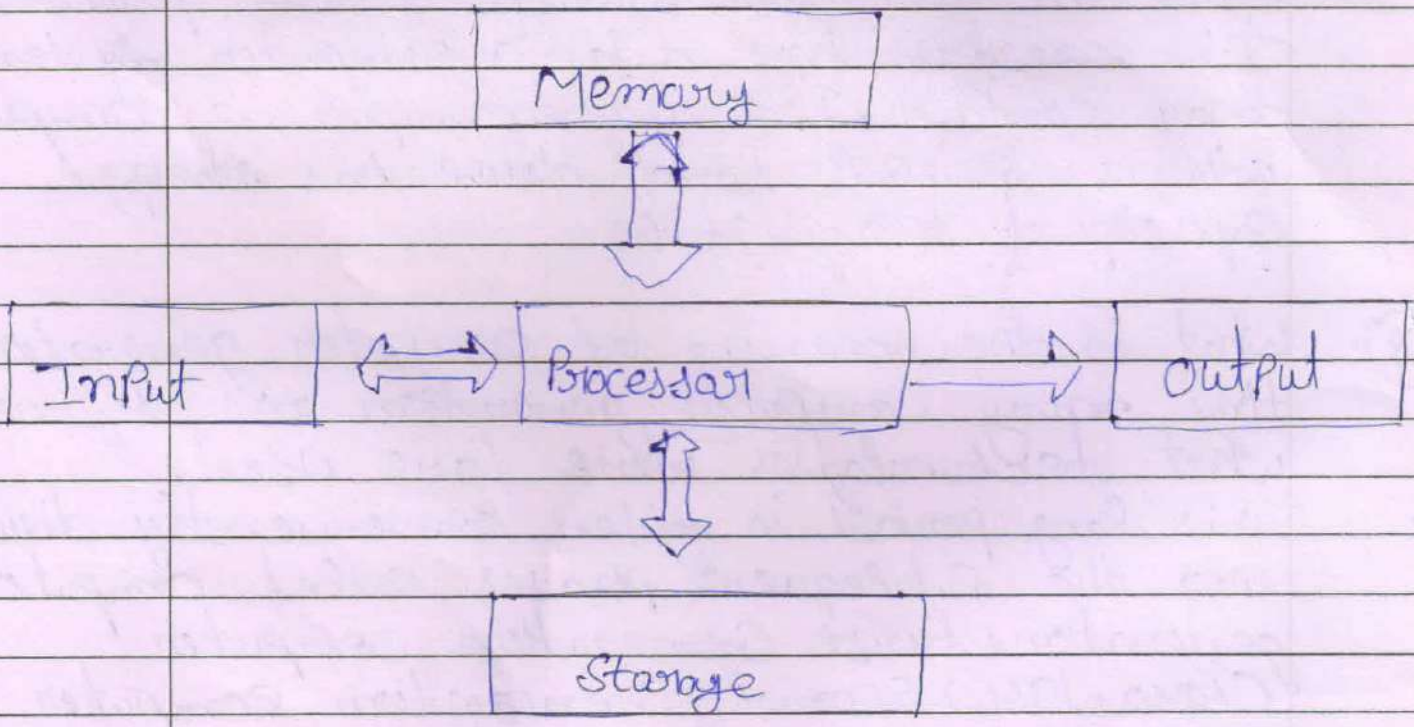
# CCA-101- Fundamentals of IT & Programing

## Assignment - 1

Q 1. What are the four Fundamentals parts of Computer? Explain it whith help of diagram.

Ans. A has four main components: Input Units, the central processing unit or CPU, the primary memory, and output units.




Q(2). Disuss about the classification of computer based on Size capacity?

Ans. Computer on the basis of Size can be classified 4 major types:

1. Super Computer
2. Mainframe computer
3. Mini computer
4. Micro computer.

Computer of Capacity ⇒ Storage capacity refers to how much disk space one or more storage devices provides. It measures how data a computer system may contain. For an example, a computer with a 500 GB hard drive has storage capacity of 500 gigabytes.

Q(3). What is the meaning of computer generation? How many computer generation are defined what technologies were/are used.

Ans. This long period is often conveniently divided into the subsequent phases called computer generation: First Generation computer (1940-1956) Second Generation Computer (1956-1963) Third Generation Computer (1964-1971).

1. First generation. (1940 - 1956)
2. Seccond generation. (1956 - 1963)
3. Thrid generation. (1964 - 1971)
4. Fourth generation. (1971 - 2010)
5. Fifth generation (2010 to present)
6. Sisth generation (Fuhire generation)

9.(4) Dipserentiate between volatile & non-volatile memories.

Ans. 1. Volatile substances have a tendency to vaporize wheress nonvolatile substances do not a tandency to vaporize.

2. Volatile substances have a high vapor pressure at normal room temperature and pressure. Nonvolatile substances do not have a high vapor pressure in these conditions.

| volatile | non-volatile. |
| --- | --- |

Q. (5) Distinguish among system software, application and open source software on the basis of their features?

Ans. System Software :- ① It is a general-purpose software
② System software is written in low-level languages.
③ A computer cannot run without system software.
④ It does not depend on application software.
⑤ System software examples Include operating systems C Microsoft windows, Macos, and computer, and Assembler.

Application Software :- ① It is a specific-purpose software.
② It enables users to perform specific tasks.
③ Application software is written in high-level languages, such as java and C++.
④ A Computer can run without application software.

Open Source Software :- ① Non-proprietary software which may or may not be used commercially.
② Typically licensed under an open source license (not given away)
③ Source code is generally made available - Legal restriction on reverse engineering (under the DMCA) do not apply.

Q 6. Create a file in MS-world to insert a paragraph about yoursely and save with file name yoursely! Describle all steps involved in it.

Q7. Create a file in Ms-word for the following document and save it with file name'Ms-word'. Describe all steps involved in it.

## MS Word

MS Word is a widely used commercial word processor developed by Microsoft.

MS Word is application software, which is capable of

- Creating,
- editing,
- saving, ~~and~~
- **printing any type of document**

Q8.Create a file in MS-Word for the following document and save it with file name ‘equations’. Describe All steps involved in it.

Equations

$X_2 + y_5 = 30$

$Z_3 + Q^4 = 50$

$A_2 + B^8 = X_2 + Y^8$

Q9.create a file in ms- word that convert existing hightlight text to table as shown below and save it as file name ‘text –to-table’. Describe all steps involved in it.

Select the text you want to convert.

Select the insert tab.

Click on table command a dialog box appears.

Click on convert text to table a new dialog box appears.

Here set number of columns.

Click on ok finally selected text convert in table.

| | |
|---|---|
| Select the text you want to convert. | Select the insert tab. |
| Click on table command a dialog box appears. | Click on convert text to table a new dialog box appears. |
| Here set number of columns. | Click on ok finally selected text convert in table. |

Q10. Create a file in Ms –word to insert a table in the document. Describe all steps involved in it.

| | | | | |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

1. Click insert> table and move the cursor over
2. The grid until you highlight the number of columns and rows you want.
3. Then select ok.

CALCUATE THE FOLLOWING THINGS OF RANGE (C2:C11) OF DATA IN THE WORKSHEET CREATED IN QUE

| | Name | Marks | |
|---|---|---|---|
| 1 | n1 | 60 | THE SUM RANGE CELLS(C3:C12)654 |
| 2 | n2 | 70 | average the range of cells(C3:c12)65.4 |
| 3 | n3 | 80 | highest marks in na range of cells(C3:C12)90 |
| 4 | n4 | 90 | minimum marks in a range of cells(C3:C12)40 |
| 5 | n5 | 40 | |
| 6 | n6 | 50 | |
| 7 | n7 | 77 | |
| 8 | n8 | 44 | |
| 9 | n9 | 88 | |
| 10 | n10 | 55 | |
| | | | 654 |
| | | | 65.4 |
| | | | 90 |
| | | | 40 |

90
40

**Q. 20. Find the output of the following program segments.**

Segment (A)


Segment (B)


Segment (C)

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Q:13 Describe various steps involved in the following

Ans: A To modify Column width of a worksheet.

- Select the Column or Columns that you want to change.
- On the Home tab, in the Cells group, Click format
- under Cell Size, Click Column width.
- In the Column width box, type the value that you want.

5. Click OK.

B To modify the row height of a worksheet.

- position the Cursor over the row line so the Cursor becomes a double arrow.
- click and drag the mouse in increase or decrease the row height.
- Release the mouse. The height of the selected row will be changed.

C
- The delete rows and Columns of a worksheet.

Column:-
- Select any cell within the Column, then go to Home > Insert > Insert sheet Column or Delete sheet columns.
- Alternatively, right-click the top of the Column, and then Select Insert or Delek.

Row:-
- Select any Cell with in the row, then go to Home > Insert > Insert sheet Rows or Delete sheet Rows.
- Alternatively, right-Click the row number, and then Select Insert or Delek.

Q:13 b Describe following terms in the worksheet?

A Absoul Absolute reference and relative reference

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in formulas.

Ans: There are two types of Cell references: relative and absolute. Relative and absolute references behave differently when copied and filled to other cells. Relative references change when a formula is copied to another cell. Absolute references, on the other hand, remain constant no matter where they are copied.

This is the most widely used type of Cell reference in formulas. Relative Cell references are basic Cell references that adjust and change when copied or when using Auto Fill. Ex :- =SUM(B5:B8), as shown below, changes to =SUM(C5:C8) when copied across to the next Cell.

B) Cell Address: A Cell reference, also renowned as a Cell address, is a scalar quantity that is used in a worksheet to identify a single cell.

② Each Cell reference starts with a letter and comes to an end with a number.

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Q: 14 a what tools are available to customize our powerpoint presentation?

Ans: Tool #1: Templates and themes
Tool #2: Slide Layouts
Tool #3: Fonts
Tool #4: Color themes
— 5: Icons
— 6: Shapes
— 7: Stock photos
— 8: Charts and Graphs
— 9: Maps
10: Tables
11: Flow-charts
12: Icon Charts
13: Radials
14: progress Bars
15: Animation
16: Transitions
17: Interactivity
18: Audio And video

Q: 14 b write the steps for the following action for creation of power point presentation

Ans: A
- open a Blank presentation
- Click the File tab.
- Click open. press Ctrl + O
- Select the location where the File is Saved. Recent display a list of presentation that you've recently opened.
- Locate and ~~do~~ double - click the File you want to open

B
- Save the presentation as lab 1. pptx
- open the presentation in powerpoint.
- On the File tab, click Save As.
- In the Save As dialog box, in the Save as type list, click powerpoint presentation (*. pptx).
- Click Save.

C
Add a title to the first Slide. the name of your College.

Q19. Describe the syntax of the following statements

## a) If –else statement

```
if (condition) {
  // block of code to be executed if the condition is true
}
```

The **else** statement specifies a block of code to be executed if the condition is false:

```
if (condition) {
  // block of code to be executed if the condition is true
} else {
  // block of code to be executed if the condition is false
}
```

The **else if** statement specifies a new condition if the first condition is false:

```
if (condition1) {
  // block of code to be executed if condition1 is true
} else if (condition2) {
  // block of code to be executed if the condition1 is false and
condition2 is true
} else {
  // block of code to be executed if the condition1 is false and
condition2 is false
}
```

## b) for loop

```
#include <stdio.h>

int main () {

   int a;

   /* for loop execution */
   for( a = 10; a < 20; a = a + 1 ){
      printf("value of a: %d\n", a);
   }

   return 0;
}
```

## c) while loop

```
#include <stdio.h>

int main () {

   /* local variable definition */
   int a = 10;

   /* while loop execution */
   while( a < 20 ) {
      printf("value of a: %d\n", a);
```

```
    a++;
  }

  return 0;
}
```

## d) do-while loop

```
#include <stdio.h>

int main () {

  /* local variable definition */
  int a = 10;

  /* do loop execution */
  do {
    printf("value of a: %d\n", a);
    a = a + 1;
  }while( a < 20 );

  return 0;
}
```