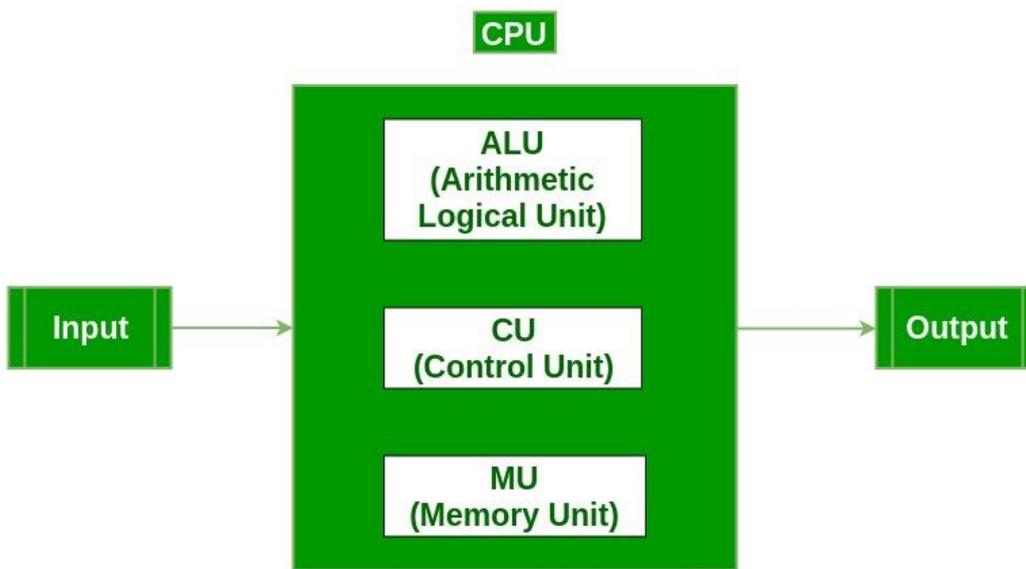


CCA-101: FUNDAMENTALS OF IT & PROGRAMING

ASSIGNMENT-1

1. What are the four fundamental part of computer?

Explain it with the help of diagram.



2. DISCUSS ABOUT THE CLASSIFICATION OF COMPUTER BASED ON SIZE AND CAPACITY.

| FEATURES | MICRO COMPUTER | MINI COMPUTER |
|----------------|-------------------|--------------------|
| Primary Memory | Small Memory | Large Memory |
| Word Length | Small Word Length | Larger Word Length |
| Cost Low | Low | High |

3. WHAT IS THE MEANING OF COMPUTER GENERATION?HOW MANY COMPUTER GENERATIONARE DEFINED?WHAT TECHONOLOGIES?

GENERATION OF COMPUTER

MEANING:

WHAT DO YOU MEAN BY THE GENERATION OF COMPUTER?

Generation in computer terminology is a change in technology a computer is/was being used.Initially,the generation term was used to distinguish between varying hardware technolgy.

| GENERATION | PERIOD | TECHNOLOGY USED |
|----------------------------|--------------|---------------------|
| 1 ST Generation | 1946-1956 | Vaccum Tubes |
| 2 nd Generation | 1956-1965 | Transistors |
| 3 rd Generation | 1965-1971 | Integrated circuits |
| 4 th Generation | 1971-1980 | Microprocessor |
| 5 th Generation | 1980-present | AL & ULSI |

4. DIFFERENTIATE BETWEEN VOLATILE AND NON VOLAILE MEMOREY?

- ❖ volatile memory is computer storage that only maintains OTS data while the device is powered volatile memory contrast with non-volatile memory which does not lose content when power is lost non-volatile does not need to have its memory content periodically refreshed.

5. System software application software and open source software basis feature?

Open source s software (OSS) refers to source code that is available for use and distribution with the original right as defined by the open source inactive (OSI)such software is generally distributed under a gnu general public license (GPL) or software distribution license.

6. Creating file in Ms Word insert paragraph about yourself?

- My name is A.pavithra.
- I am 19 years old.
- I am from Trichy.

7. MS WORD APPLICATION SOFTWARE AND WHICH IS CAPLE?

- Creating,
- Editing, and Saving
- Printing and type of document

8. Equations describe all the steps involved in it?

$$XX_{22} + YY_5 = 30$$

$$ZZ_3 + QQ_4 = 50$$

$$AA_{2+B8} = XX_{2+Y} Y_8$$

9. CREATE A FILE IN MS WORD CONVERT EXISTING HIGHLIGHT TEXT TO TABLE SAVE AT A BOX FILE NAME TEXT TO TABLE?

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

10. CRATE A FILE IN ME WORD TO INSERT A TABLE IN THE DOCUMENT DESCRIBE ALL STPES INVOLVED IN IT?

| | | |
|--|--|--|
| <ul style="list-style-type: none"> • THE AUTOSUM EXCEL FUNCTION CAN BE ACCESSED BY TYPING ALT = THE = SIGN IN A SPREADSHEET ,AND IT WILL. | <ul style="list-style-type: none"> • AUTOMATICALLY CREATE A FORMULA TO SUM ALL THE NUMBERS IN A COTINUOS RANGE. | <ul style="list-style-type: none"> • AVERAGE RANGE THIS ARGUMENT CONSISTS OF THE RANGE OF CELLS THE CONTAIN NUMBERS YOU WANT TO AVERAGE . IT IS THE OPTION. |
| <ul style="list-style-type: none"> • THE FAESTES WAAY TO BULID A MAX FORMULA THAT THE HIGHEST. | <ul style="list-style-type: none"> • THE FAESTES WAAY TO BULID A MAX FORMULA THAT THE HIGHEST.. | <ul style="list-style-type: none"> • THE FAESTES WAAY TO BULID A MAX FORMULA THAT THE HIGHEST. |
| <p>THE FAESTES WAAY TO BULID A MAX FORMULA THAT THE HIGHEST.</p> | <p>THE FAESTES WAAY TO BULID A MAX FORMULA THAT THE HIGHEST.</p> | <ul style="list-style-type: none"> • THE FAESTES WAAY TO BULID A MAX FORMULA THAT THE HIGHEST. |

| A | B | C |
|----|-----|----|
| 1 | N1 | 60 |
| 2 | N2 | 70 |
| 3 | N3 | 80 |
| 4 | N4 | 90 |
| 5 | N5 | 40 |
| 6 | N6 | 50 |
| 7 | N7 | 77 |
| 8 | N8 | 44 |
| 9 | N9 | 88 |
| 10 | N10 | 55 |

| A | B | C |
|------|------|-------|
| S.NO | NAME | MARKS |
| 1 | N1 | 60 |
| 2 | N2 | 70 |
| 3 | N3 | 80 |
| 4 | N4 | 90 |
| 5 | N5 | 40 |
| 6 | N6 | 50 |
| 7 | N7 | 77 |
| 8 | N8 | 44 |
| 9 | N9 | 88 |
| 10 | N10 | 55 |

| | |
|---------|------|
| B | C |
| TOTAL | 654 |
| AVERAGE | 65.4 |
| MAX | 90 |
| MIN | 40 |

13.To modify column width of a worksheet.

To modify column width of a worksheet.

To change the width of a single column drag the right border of the column is set to the to the multiple columns select the column of inters and dreg the border of any column heading.

- To modify column width of a height

worksheet.

- 1 .Adjust it by hand
2. Adjust it by ribbon menu item..
3. Adjust it by popup menu item.

- To delete rows and columns of a worksheet.

Select entire row or column shift space is the keyboard shortcut to select an entire row ctrl+space is the key board short cut to select an entire column.

14.Describe following term in the worksheet.

- ❖ Absolute reference and relative reference in formula.
- ❖ When you copy the formula and paste it in cell even then excel will follow the same steps for locating the second cell mentioned in the formula.
- Cell address:
 - The address function created a cell address from a give row and column number.
 - The syntax of the address function is address (row ,num, column,).

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