Assignment – Fundamentals of IT & Programming

Ans 1- four fundamental parts of computer are –

Input – Devices which are used to give information to computer.
Processing – Processing means processing on data which is input by user.
Output – Devices which are display the result of input.
Memory – Memory use for storage data.

Ans 2 – Classification of computer based on size and capacity –
BASED ON SIZE -

1. ***Super –***

The most efficient computers in terms of processing data and performance are supercomputers. These computers are used for research and exploratory purposes.

2. ***Mainframe –***

Large corporations and governmental organizations frequently employ mainframe computers to run everyday operations. They have the ability to store and analyse a lot of data. To maintain information on their customers, students, and insurance policyholders, banks, colleges, and insurance companies utilize them.

3. ***Mini –***

Minicomputers are used by small businesses and industries. They go by the term "Midrange Computers." These minicomputers frequently have several users, just as mainframe computers. They are a bit slower than mainframe computers.

4. ***Micro –***

A microcomputer, sometimes referred to as a personal computer (PC), is a type of computer that runs on a smaller scale than traditional computers (Personal Computer). These are basically used in homes and offices.

BASED ON CAPACITY –

1. **Analogous Computers**

Analog computers process analog data. Temperature, pressure, weight, depth, and voltage are a few examples of this type of data. These have an infinite range of values and are continuous quantities.

2. **Digital computers -**
   In digital computers, letters, numbers, and other special symbols are represented by digits. On-off (ON-OFF) inputs are used by digital computers, and ON-OFF signals are also generated by them.

3. Hybrid computers –
Computers that combine digital and analog components are called hybrid computers. It combines the best features of both types, having the speed of an analog computer with the memory and precision of a digital computer.

Ans 3 – Means and Generation of computers –
Computers generations mean changes in technology being used in them. There are five generations of the computers –
1. First generation – 1946-59 – Vacuum tube
2. Second generation – 1959-65 – transistor
3. Third generation – 1965- 71 – Integrated circuit
4. Fourth generation – 1971- 1980 – Microprocessor
5. Fifth Generation – 1980 onward – Artificial intelligence

Ans 4 – Difference between volatile and nonvolatile memory –
Volatile memory change when we shut the computer or power goes. E.g. Random access Memory.
Non Volatile memory holds the data permanently and it doesn't change on shut down or power goes. E.g. Read only memory

Ans 5 – Difference between System software, Application and Open source software –
System software is a type of computer program that is designed to run a computer's hardware and application programs. It create interface between user and machine.

Application software is a kind of software that performs specific functions for the end user by interacting directly with it. The sole purpose of application software is to aid the user in doing specified tasks.

Open-source software is computer software that is released under a license in which the copyright holder grants users the rights to use, study, change, and distribute the software and its source code to anyone and for any purpose.

Ans 6 (a) – My name is Suraj Bhatt and I am from Pauri Garhwal Uttarakhand. I have completed intermediate from uttarakhand. At present I am learning CCA computer. To save a MS word we just press Ctrl + S or Click on file button and choose save. Then I choose folder where I want to save it.

Ans 6 (b) –

➔ To change the font style – Select text then in the home Tab choose font style or press Ctrl + Shift + F

➔ To change the font size – Select text then click on grow font for increase size and shrink font for decrease size.

➔ To change the font color – Select text then click font color

➔ "Need to get IMS's address".

Ans 7 – MS WORD

MS Word is a widely used commercial <u>word processor</u> developed my Microsoft.

Ms Word is application software, which is capable of

- Creating,
- Editing,
- Saving, ~~and~~
- **Printing any type of document**

Ans 8 – <u>Equations -</u>

$X_2 + Y_5 = 30$

$Z^3 + Q^4 = 50$

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

Ans -9 –

Select the text you want to covert.

Select the **insert** tab.

Click on **table** command. A dialog box appear.

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

Here set the number of columns.

Click on OK finally selected text convert in a table.

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

Ans – 10 – To insert table in MS word there are several options –

1. Click on Insert tab → then click on table →Select rows and columns which you want to require for a table
2. Click on Insert tab → then click on Insert tab → then set number and columns there → ok
3. Click on Insert tab – click on draw table → now draw table accordingly

Ans – 11 – Worksheet in excel –

	A	B	C	D
	Roll no	names	Marks	
1	1	n1	60	
2	2	n2	70	
3	3	n3	80	
4	4	n4	90	
5	5	n5	40	
6	6	n6	50	
7	7	n7	77	
8	8	n8	44	
9	9	n9	88	
10	10	n10	55	
11				
12				

Sheet1

Ans -12- calculation

C15   =MIN(C2:C11)

	A	B	C	D	E
1	Roll no	names	Marks		
2	1	n1	60		
3	2	n2	70		
4	3	n3	80		
5	4	n4	90		
6	5	n5	40		
7	6	n6	50		
8	7	n7	77		
9	8	n8	44		
10	9	n9	88		
11	10	n10	55		
12		Sum	654		
13		average	65.4		
14		heighest	90		
15		Minimum	40		

Sheet1

Ans 13- A) Description about steps involving for followings –

i)   Modify column width –
By dragging using mouse button or FORMAT option under home tab we can change size of columns

ii)   Modify Row height –
By dragging using mouse button or FORMAT option under home tab we can change size of columns

iii)   Delete rows and columns -
Select rows and columns → Right click and chose Delete option or use format option under

Ans 13- B) Description

i)   Absolute and relative cell reference –
Relative references change while a formula is copied to another place while absolute reference can't change, no matter where they are copied.

ii)   Cell address –
A cell address indicate the location of active cell.

Ans -14- a) Tools available in Power-point customization –
There are many tools available to customize the power-point presentation like Animations, Transitions, slide design, shapes, audio and video etc.
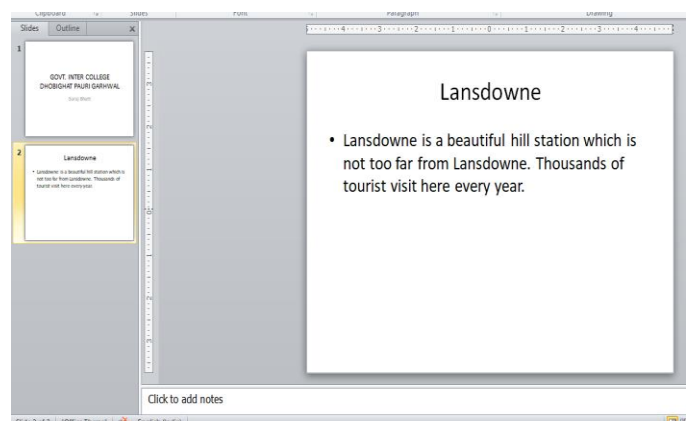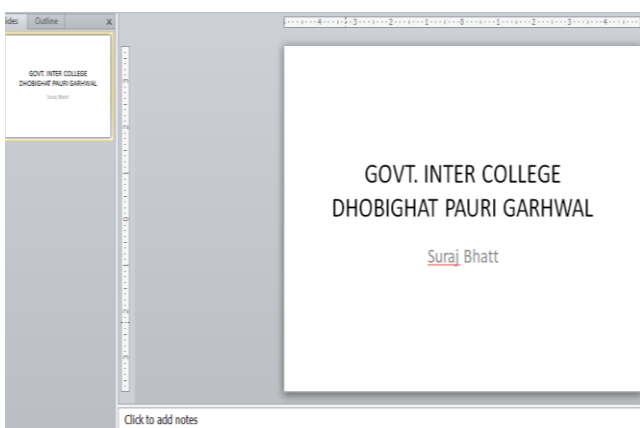
Ans -14 – b) Steps for the following actions in power-point –

1. **Open a blank presentation**
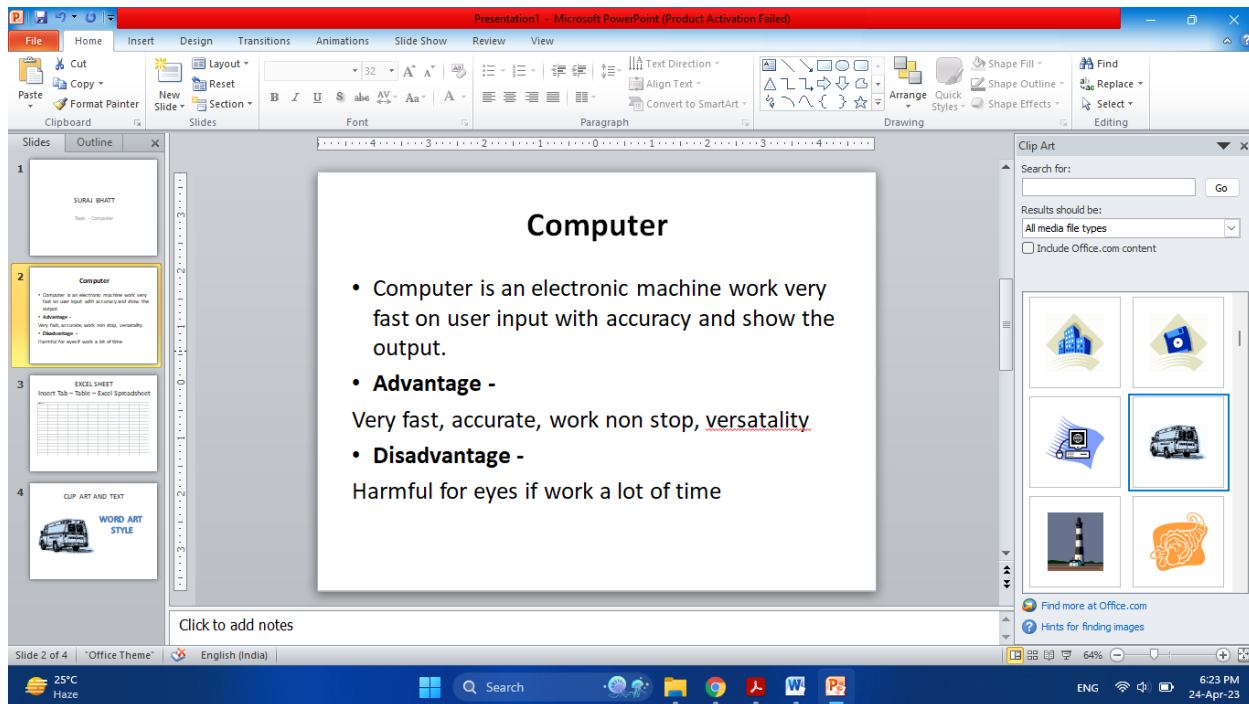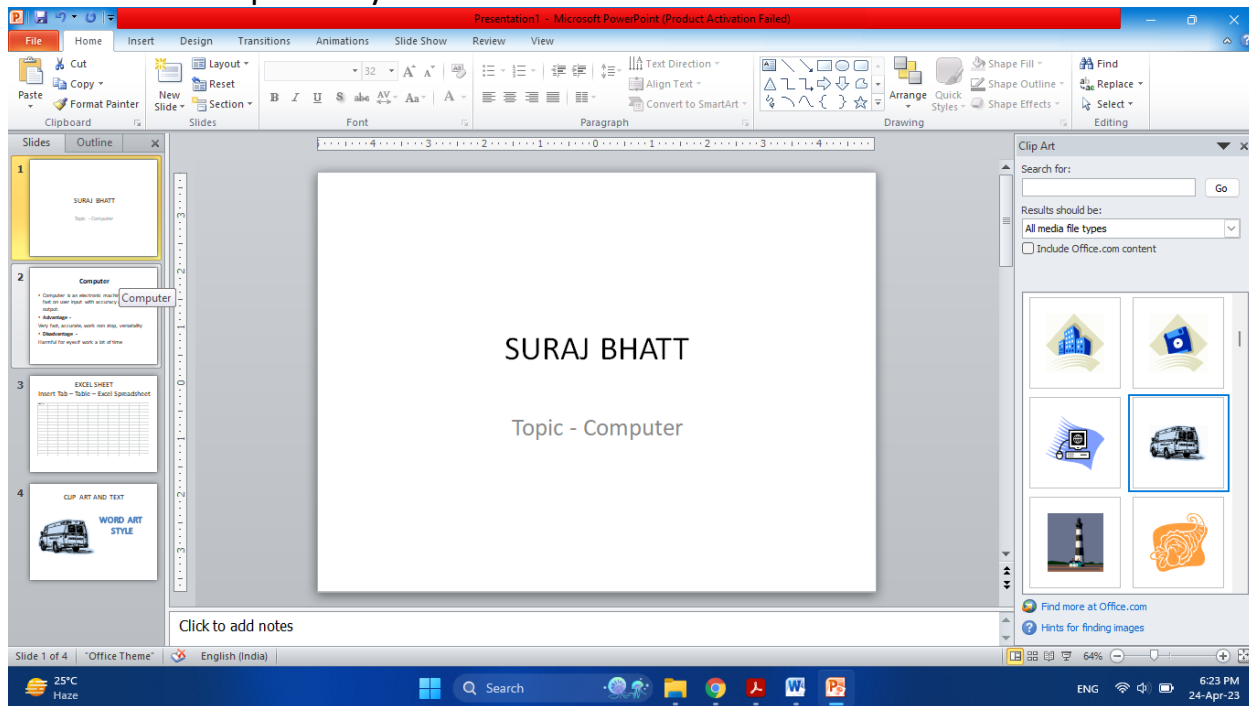   Click – start →all programs → Microsoft office → Power-point
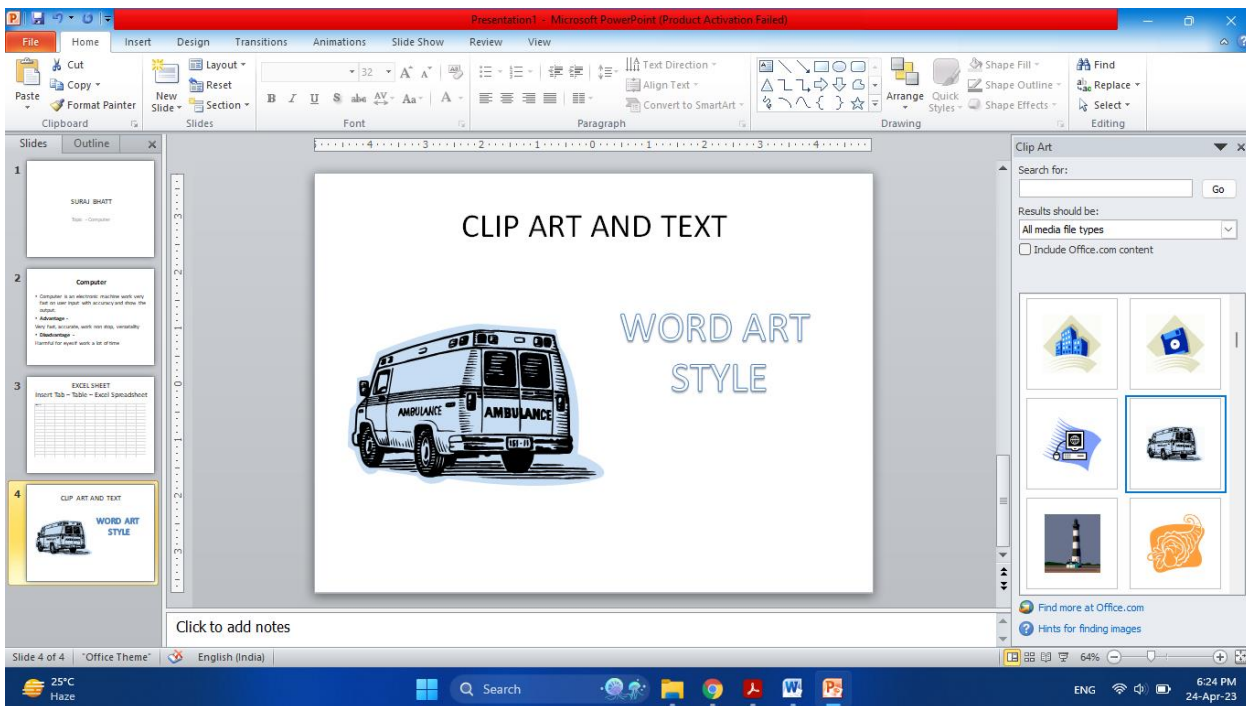   Or press win key + R together → type POWERPNT → OK
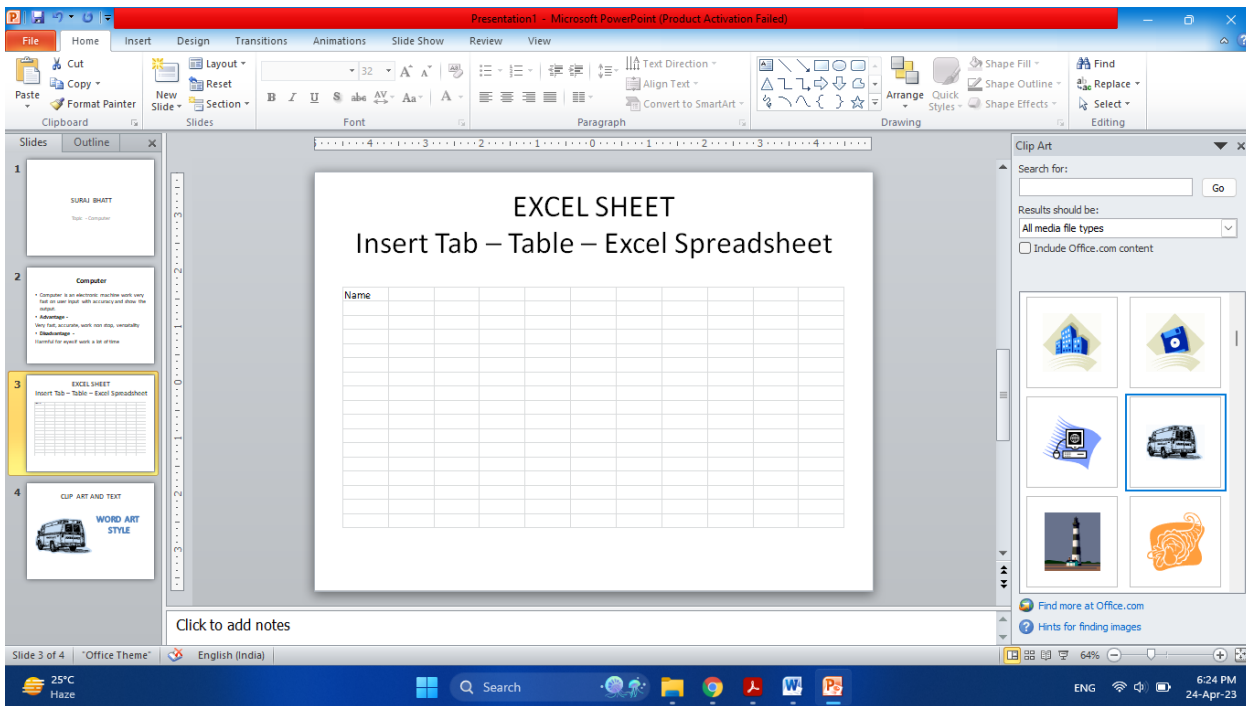
2. **To save a presentation**
   Click on File button → Choose Save

ANS 15 – Powerpoint Styles -

Ans – 16- Difference between Machine Language and High Level Language –
High-level languages are human-friendly. They are very easy to understand and learn by any programmer. Low-level languages are machine-friendly. They are very difficult to understand and learn by any human.

Ans – 17 – Different data types in C Language -

Data Type	Example of Data Type
Primary Data Type	Integer, Floating-point, double, string.
Derived Data Type	Union, structure, array, etc.
Enumerated Data Type	Enums
Void Data Type	Empty Value
Bool Type	True or False