CCA-101: Fundamentals of IT & Programming
## Assignment-1

Ans1: <i> **Central processing unit(CPU)-**The Central Processing Unit is the full version of the CPU. It is also called the brain of the computer

<ii>**Memory Unit**-It is used to store data, instructions and information. It is also known as a principal/primary/internal memory.

<iii> **Input** -An input device, such as a keyboard or mouse , sends information to a computer system.

<iv> **Output-**An output device is any hardware device used to send data from a computer to another device or user .
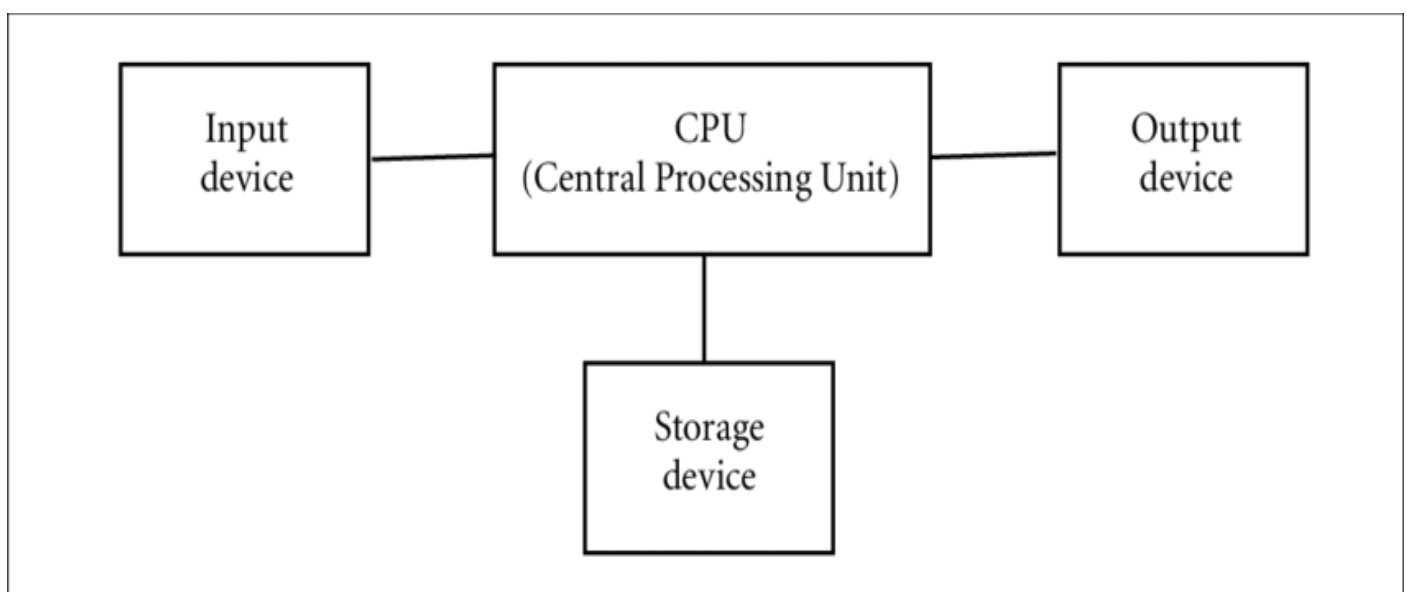
Ans2: **Computer Based on size:-**

<i> **Super computer**- It is a computer with a high level of performance as compared to a general-purpose computer.

<ii> **Mainframe computer**- Mainframes are data servers designed to process up to 1 trillion web transactions daily with the highest levels of security and reliability.

<iii> **Mini computer**- Computer that was smaller, less expensive, and less powerful than a ,mainframe or supercomputer but more expensive and more powerful than personal computer.

<iv> **Micro computer**- A microcomputer is a complete computer on a small scale, designed for use by one person at a time.

Based of Capacity:-

<i> **Digital computer**- Digital computer, any of a class of devices capable of solving   problems by processing information in discrete form. It operates on data, including magnitudes, letter, and symbols, that are expressed in binary code.

<ii> Hybrid computer- It is a computer that exhibit features of analog computer and digital computer.

<iii> Analog computer- A computer that works with numbers represented by directly measurable quantities(as voltages or resistances) compare digital computer.

Ans3: Generation in computer terminology is a change in technology a computer is /was being used.

There are five computer Generation are defined:-

Generation of computer	Evolving Hardware
First generation	Vacuum tube based
Second generation	Transistor based
Third generation	Integrated circuit based
Fourth generation	Microprocessor based
Fifth generation	Artificial intelligence based

Ans4: Volatile memories: It is a temporary memory because it can only hold the information until the device or the computer runs on power. It loses the stored memory as soon as someone interrupts the power supply.

Non-Volatile memories: It is a type of computer memory that can retrieve stored information even after having been power cycled. In contrast, volatile memory needs constant power in order to retain data.

Ans5: ->System software: It is a program that is architected to execute and process hardware and application software development simultaneously.

->Application software: The sole purpose of application software to aid the user in doing specified tasks. Web browsers like Firefox, Google chrome and Excel.

->Open source software: The term open source refers to something people can modify and share because its design is publicly accessible.

Ans6: About Myself
I **am Nagendra Singh Rawat belongs to village Farsula** in district of Pauri Garhwal   Uttarakhand.
I have Complete my Senior Secondary from CBSE Board.
I am also learning computer from CDA (Career Development Academy).
My hobbies are to play Football or Cricket.
"Need to get IMS's, Address".

Ans7:   MS Word

MS word is a widely used commercial <u>word</u> <u>processor</u> developed by Microsoft.
MS word is application software, which is capable of

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

Ans8: Equations

$X_2 + Y_5 = 30$
$Z^3 + Q^4 = 50$
$A_2 + B^8 = X_2 + Y^8$

Ans9:

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 a 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 Finally selected text convert in a table

Ans10: Steps to Following insert a table:-

Step 1: Click on the insert tab at the ribbon.

Step 2: Click table option in insert group.

Step 3: Now click create table, next will open a dialog box.

Step 4: Enter number or rows and column as per your need.

Step 5: Now click ok button, table will be inserted in your word document.

Nagendra

Ans11:

	A	B	C
1	Roll No	Name	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

Ans12:

	A	B	C	D	
1	Roll no	Name	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		Higest	90		
15		lowest	40		
16					

Ans13:a)

➢ Modify Column width-
   Home menu – Format - column width (or drag
   the column)

➤ Modify Row height -
Home menu - format – row height (or drag the
column)

➤ Delete Rows and Columns-
Home menu – Delete – Delete rows and columns

(b)

➤ **Absolute Reference** - It is a reference that cannot
be changed when copied.

➤ **Relative Reference** – The reference is relative to
the location of the cell.

➤ **Cell Address**- It is an alphanumeric value used to
identify a specific cell in a spreadsheet

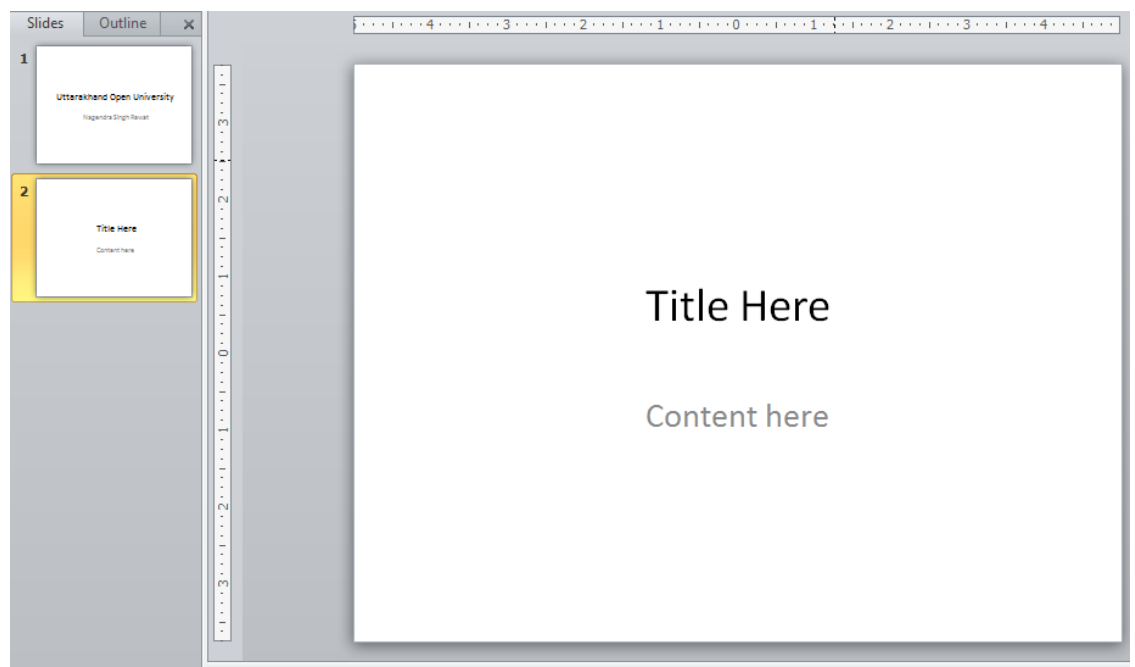**Ans14**:(a) To Customize our PowerPoint presentation are
followed-

➤ Templates & Themes
➤ Audio & video
➤ Radials
➤ Animation
➤ Transitions

(b) Steps for following actions for to create PowerPoint presentation-
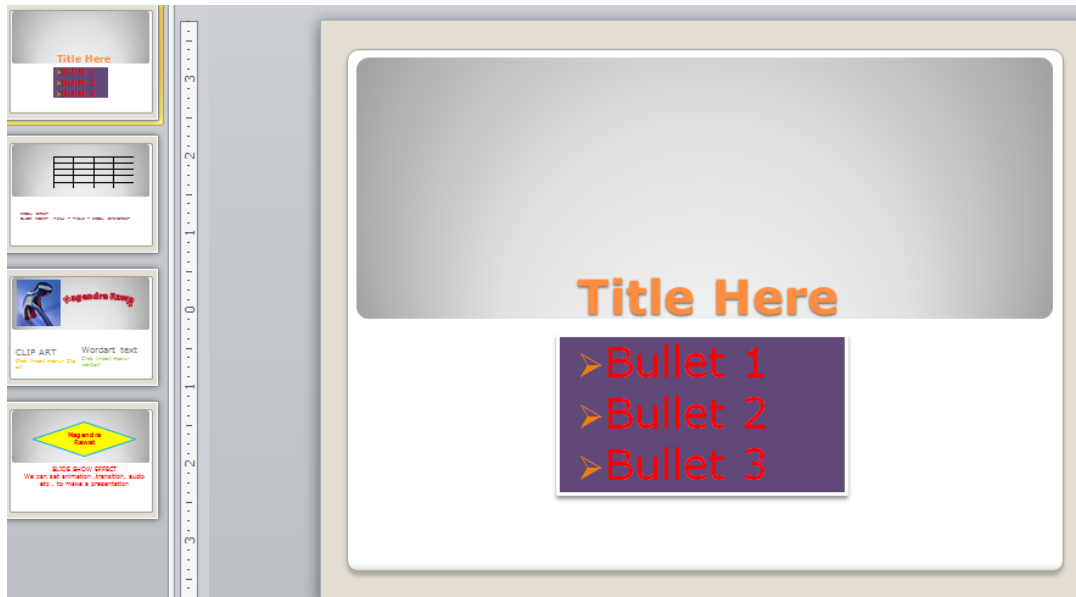
- ## Collage and Name
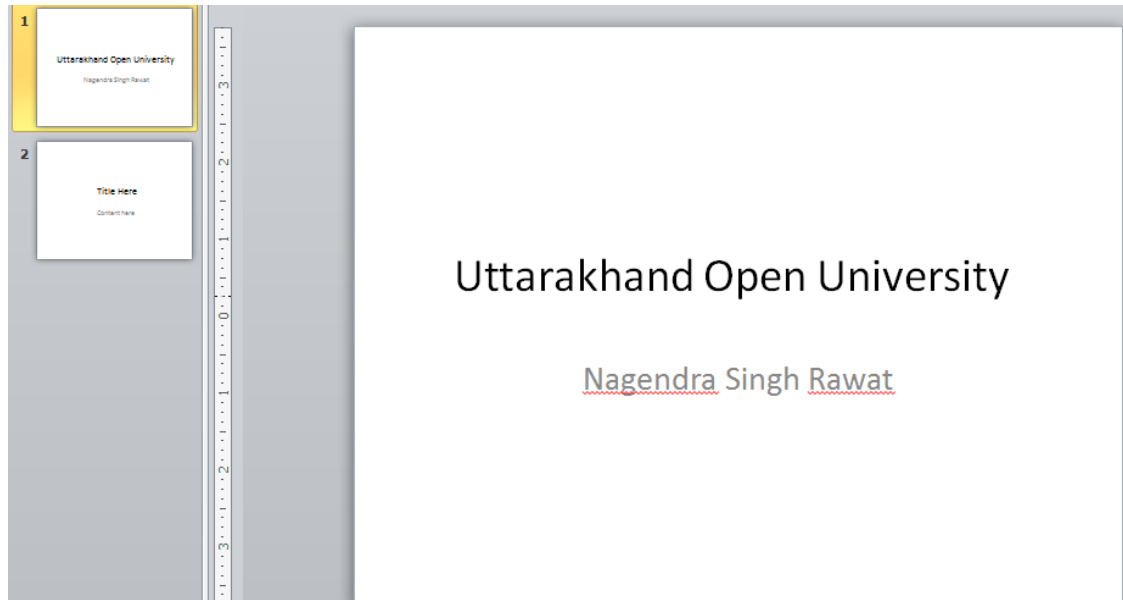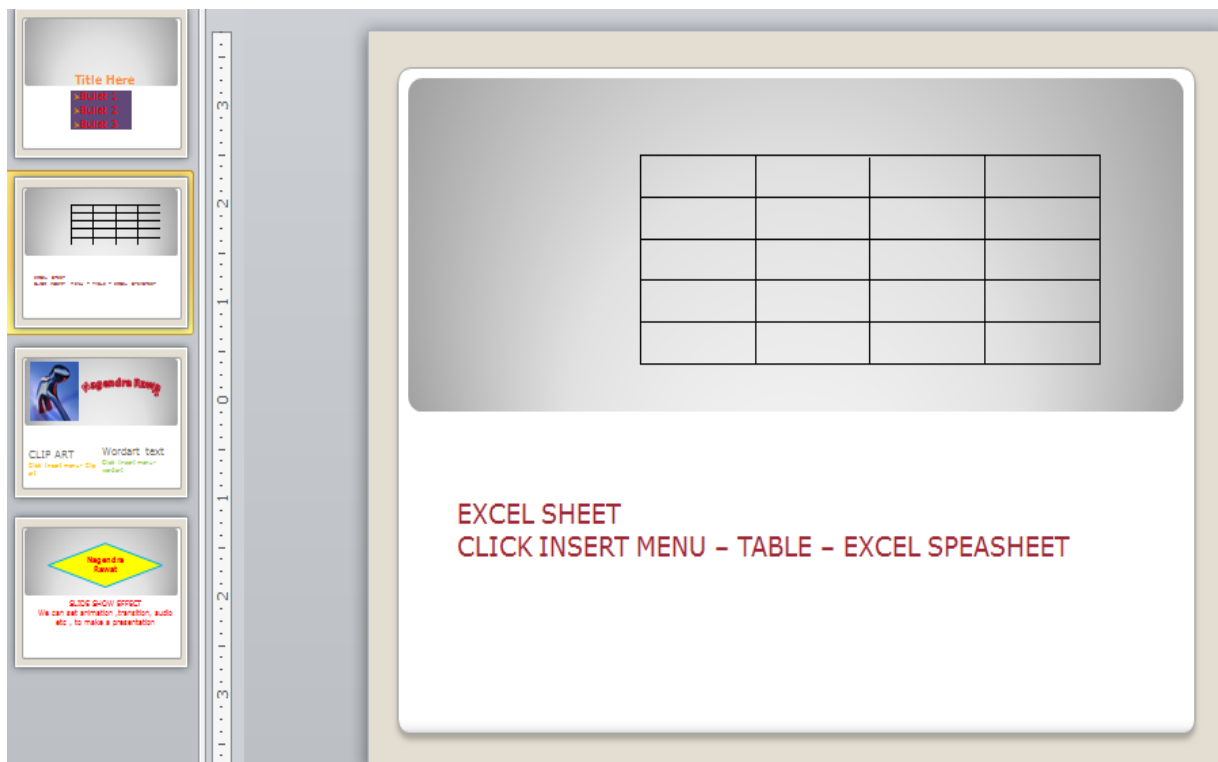

- ## Title and content
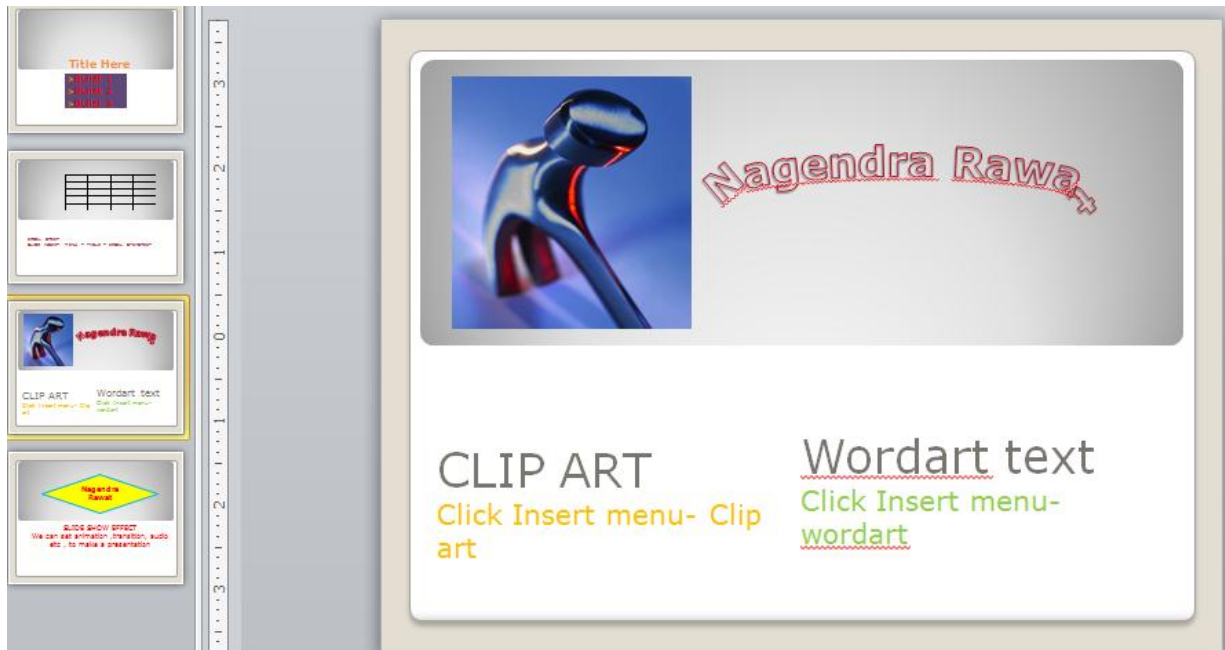
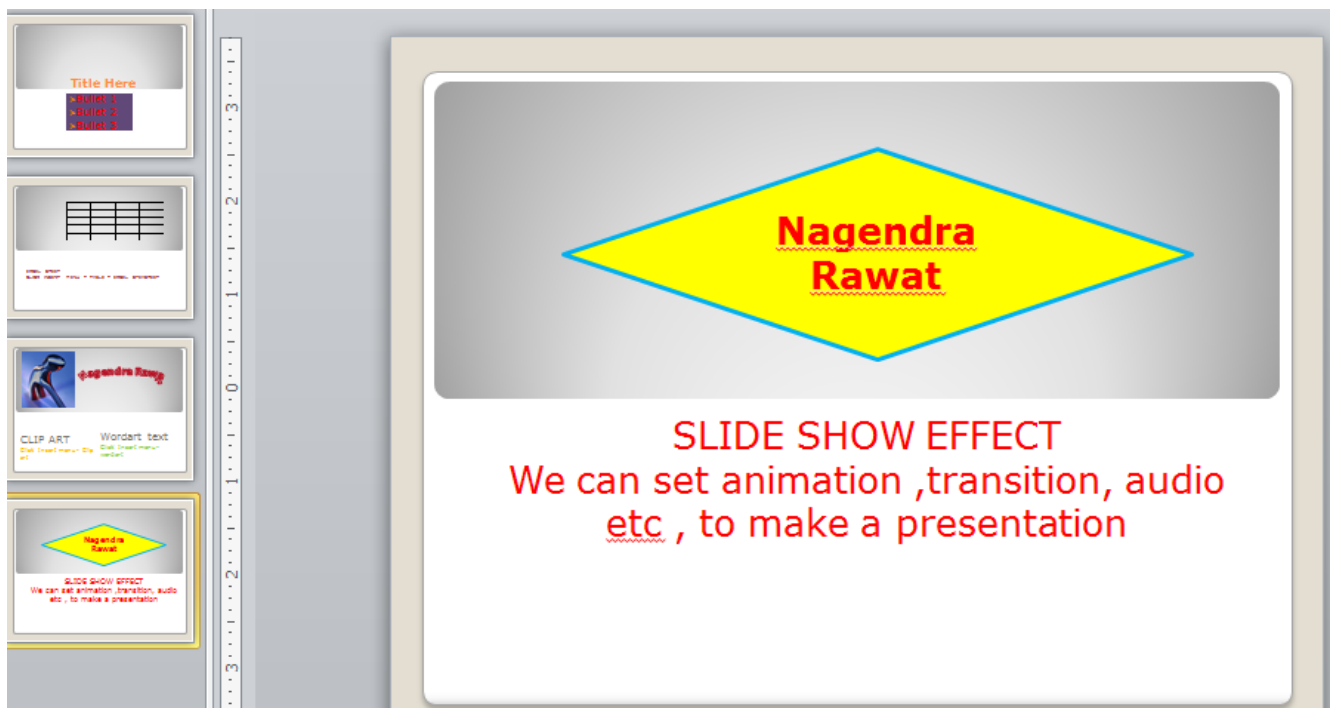# **Ans15:** Create of a set PowerPoint slides –

➢Title slide & bullet list

➢Inserting Excel sheet

➢Clip art and text

➢Slide show effect

Part 2

Ans16:

➢**Machine language** – It is a low-level language made up of binary number or bits that a computer can understand.

➢**High-language**- A High –level programming language is a Programming Language with strong abstraction Form the details of the computer.

Ans:17-

There are Four Basic Data types in C programming language namely-

➢Char(Character)
➢Int(Integer)
➢Float(floating point number)
➢Double(double precision floating point)