

Ans - 1 - Main four fundamental parts of computers -

Components of a computer system are the primary elements which make the functioning of an electronic device smooth and faster. There are four basic components which include:

1. Input Unit
2. process Unit
3. output unit
4. Storage/Memory unit



Ans - 2 - On the basis of size, there are four types of computers:

1. Supercomputer - used for scientific purpose
2. Mainframe computer - used for store data (Large Server)
3. Minicomputer - used for make small server
4. Micro computer - used in daily uses and office purpose

Ans - 3 - Computer generations:

Generation of computers means change in technology is being used in computers. There are five generations according to used technology.

Generation	Period	Technology Used
1st Gen.	1946-1959	Vacuum Tubes
2nd Gen.	1959-1965	Transistors
3rd Gen.	1965-1971	Integrated Circuits
4th Gen.	1971-1980	Microprocessors
5th Gen.	1980-present	AI & ULSI

Ans - 4 - Difference between volatile and non-volatile memory -

Volatile memory can't store data permanently and non-volatile memory store data permanently. RAM is an example of volatile and ROM is an example of non-volatile memory.

Ans - 5 - differences are -

System Software	Application Software	Open Source Software
System Software is the type of software that is the interface between application software and system.	Application Software is the type of software that runs as per user request. It runs on the platform which is provided by system software.	Open source software is computer software whose source code is available openly on the internet and programmers can modify it to add new features and capabilities without any cost.

Ans - 11 - Data in Excel

Roll 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

Ans - 12 - Calculation in excel

A	B	C	
Roll 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	
	Sum	654	
	Average	65.4	
	Highest	90	
	Lowest	40	

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 -

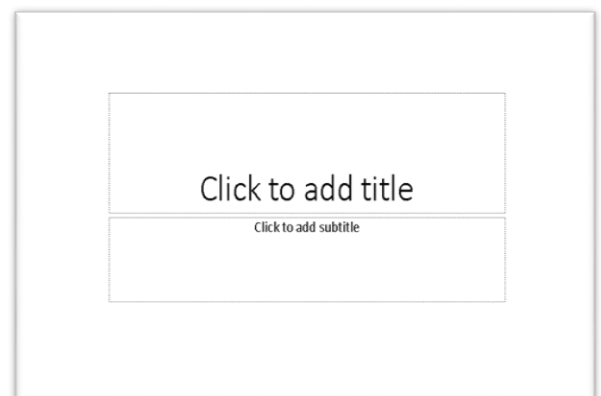
A cell address indicate the location of active cell.

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, videos, Tables, Smart art and many others.

Ans -14 - b) Steps for the following actions in power-point -

Hometab- New Slide - Choose Title slide



Ans -15 – Steps for following in power point –

GOVERNMENT PG
COLLEGE KOTDWARA

AKASH SINGH BISHT

Excel Spreadsheet

INSERT- TABLE- EXCEL SPREADSHEET

Clip art and text

INSERT- CLIP ART

INSERT – WORD ART

Slide show (F5)

ANIMATION – ANIMATION IS USED TO SET MOTION
EFFECT ON TEXT AND PICTURES WITHIN SLIDE

TRANSITION – USE TO SET MOTION EFFECT ON SLIDE