Q1: What are the four fundamental parts of computer? Explain it with the help of

diagram

| input | Cpu control Arithmetic & Logical unit Memory unit | output |
|-------|--|--------|
|-------|--|--------|

Q2: Discuss about the classification of computers based on size and capacity

1) micro computer – are smallest and based on the use of microprocessor low

storage low speed capacity

2) mini computer- are little larger than micro computer also use some

microprocessor but with more speed support multiuser and multitask these are

use business and commers and such as payrollstock control.

3) mainfrome computer -can handle hundreds of user at same time because of

high speed and large memory they are design for distributing system data is

physicaly separate but logically

4) super computer- are the fastest computer super computer use – non – on new

main design these computer are use in multiprocessing multitasking and parallel

processingfor different task

Q3: What is the meaning of computer generation? How many Computer

Generations are defined? What technologies were/are used?

generation in computer terminology a change in technology of computer is

being was initially thr generation term was used was distinguishbetween varying

hardware technology

five generation of computer -

first generation- (vaccume tubes 1940-1956) second generation-(transistor 1956-1963) third generation-(integrated circuites 1964-1971) fourth generation-(microprocessor 1971 present) fifth generation-(artificial intelligence) (present and beyond)

Q4: Differentiate between Volatile & Non- Volatile memories.

| Ram | |
|---------------------------|---------------------|
| 1) store data in MBG | Rom |
| 2)volatile | 1)store data in GBS |
| 3)use in normal operating | 2)non volatile |
| 4)writing data is faster | 3)use for startup |
| 5)temporary storage | process of |
| | computer |
| | 4)writing data is |
| | slower |
| | 5)permanent |
| | storage |

Q5: Distinguish among system software, application software and open source

software on the basis of their features.

| System software | Plication software | Open source software |
|-----------------------------|--------------------------------|--------------------------------|
| It is a type of software | It is a software created for a | Open source technology |
| that is deigned to run a | specific purpose can be called | defined as he development of |
| computers hardware | an application or simply and | software for allowing end |
| and application program. | app. | developers to not only see the |
| | | source code of software but |
| | | modifies it as well. |
| Run when the system and run | Run when the user require. | User can modified the |
| till the end . | | software |
| Control many processes at a | Processes done by following | User can install software |
| time | step by step at time. | freely into any computer |

Q6. a) Create a file in MS-word to insert a paragraph about yourself and save it

with file name "yourself". Describe all steps involved in it

my name is raj nilesh patil. i am 17th tears. my mother name is namrata patil. and is housewife. my father name is

nilesh patil. and I have little brother his name is rushikesh patil. I always respect my elders my father is hard

worker and my mother is housewife we are live in wasanbe waveghar rasayani and I love my country. thanku

you....

Q6 b) Write steps regarding followings

RAJ NILESH PATIL

raj nilesh patil

raj nilesh patil

raj nilesh patil

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.

creating - search - open - blank document - creating

editing - clipboard - font - paragraph - style- editing

saving - file - save as - desktop - saving

printing – file – print

Q8. Create a file in MS-word for the following document and save it with file name 'equations'. Describe all steps involved in it.

start - ms word - blank document - open document - file - save - given the name document - equation - save .

Q9. Create a file in MS-word that convert existing highlight 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 insert tab

click on table command a diolog box a appear

click on convert text to table a new diologe box appear here set number of columns

click on okfinelly select text convert I a table

| select the text you want to convert. | select insert tab |
|--|---|
| click on table command a diolog box a appear | click on convert text to table a new diologe box appear h |
| Here set number of columns | click on ok finelly select text convert I a table |

Q10. Create a file in MS-Word to insert a table in the document. Describe all steps involved in it.

| STDUNT NAME | MOTHER NAME | FATHER NAME |
|--------------|---------------|----------------|
| NIKITA WAGHE | SUWARNA WAGHE | MAHENDRA WAGHE |
| PRIYA PATEL | VILAM PATEL | SANJAY PATEL |
| JYOTI PATEL | VILAM PATEL | SANJAY PATEL |

Q11. Create a following worksheet in MS-excel and save it with name 'book1'.

Q12. Calculate the following things of a range (C2:C11) of data in the worksheet created in question no 10.

| 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 |

Q13 a) Describe various steps involved in the following

- To modify column width of a worksheet
- 1) position the cursor over the column line in the column heading

2) and the double arrow will appear

3) left click the mouse than drag the cursor to the righto increases the column width or to the left do or crease the

column width

- 4) release the mouse button
- to modify the row height of a worksheet
 - 1) position the cursor over the row will line you want to modify a double arrow will appear
 - 2) left click the mouse than drag the cursor up ward to decrease the row height or down ward to increase the

row hight

- 3) release the mouse button
- to delete row and column of a worksheet
 - 1) select row and column you want delete
 - 2) click the delete command in the cell home tab
 - 3) select column or row delete
 - Q13 b) Describe following terms in the worksheet

absolute reference and relative reference in formula absolute reference cell reference

in formula automatically adjust to new location when the formula is pasted into different cell this is called

relative reference

an absolute reference solved this problem absolute reference to the same cell if a formula is copied o a different

location the absolute reference remain the same

absolute reference esignation in the formula by the addition of a dollar sign (\$).

Q14. a) What tools are available to customize our PowerPoint presentation?

- 1) home, insert
- 2) diseng
- 3) transition
- 4) animation
- 5) side show
- 6) review
- 7) view
- 8) format

Q15. Write steps for creation of a set of PowerPoint slides that demonstrates your skill to use the tools of PowerPoint. It should include the following things

power point

1) click on the new slide button and new slide will appear

2) select title slide

3) select the paragraph and click on the bullet list button and select symbol what do you want and click on.

inserting excel sheet

ms word

- 1) select insert tab
- 2) click on the table button
- 3) and select inserting exel sheet

clip art and text power point

1) first select on home tab

2) than in toolbar select text

3) and where you want to insert the text you can insert the text

side show effect

power point

- 1) select slide show tab
- 2) and select effect what do you want like from beginning current slide record slide show

Q16. What is the difference between Machine Language and High Level Language?

| Machine language | High level language |
|--|--|
| This language makes fast and efficient use the computer | High level language programmer friendly .than are e write debuge and amination. |
| It is requires on translator to translator to translator the Code it is directly understand by the computer. | It is provide high level to abstraction from machine |

Q17. Discuss about different data types of C programming Language.

- 1) char ; the most basic data type in c . it store a single character and requires a single by the of memory in almost all compilers.
- 2) int; as the name suggest an int variable is used to store an integer
- 3) float ; it is used to store decimal number white floating point value
- 4) double ; it is use o store decimal number with floating point value but in comparison to float there are different type of datain c programming language .

| Q18. Find the output of the a) X=20/5*2+30-5 | e following expressions b) Y=30 – (40/10+6) +10 | c) Z= 40*2/10-2+10 |
|--|--|--------------------|
| a) X=20/5*2+30-5 = 4*2+30-5 =8+30-5 =38-5 | | |

- x = 33
- b) Y=30 (40/10+6) +10

=30-46+10

Q19. Describe the syntax of the following statements

a) If – else statement b) for loop c) while loop d) do-while loop

1) while loop

Q20. Find the output of the following program segments

1) IMS Ghaziabad

2) I IMS Ghaziabad

MS Ghaziabad

3) largest number is 100