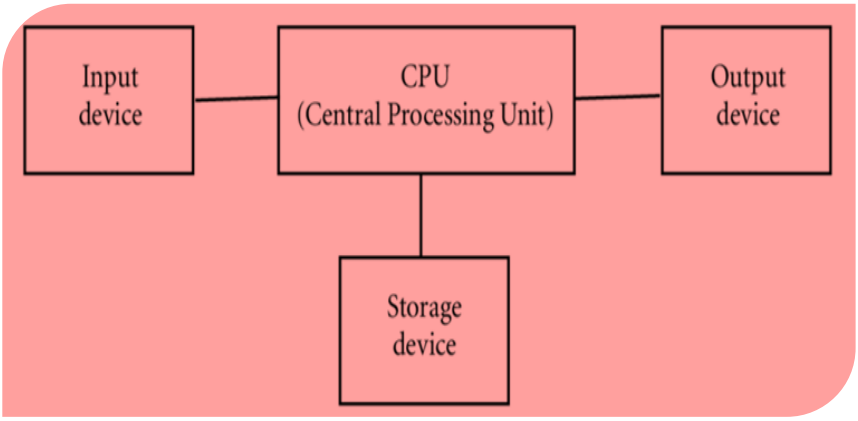
Ans – 1 - The four fundamental parts of computers are –

1. **Input Device** – input devices are used to give instruction or data to system.
2. **Output device** – are display the result according to given input.
3. **CPU** – is process on the data or instruction given to computer.
4. **Storage** – Allow us to store data.



Ans – 2 – Types of computer -

1. **Micro Computers**

Micro computers are very popular and mostly use computers. Laptop, Desktop, Smart phones and tablets are part of microcomputers.

2. **Mini Computers**

Mini computers are larger capacity than microcomputers and also more powerful than micro.

3. **Super Computers**

These are very expensive but most powerful computers. Basically used for scientific research.

4. **Mainframe Computers**

These are bigger in size and mostly use for making a large server. 1000 user can work at a time.

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	***Used technology***
First generation	Vacuum tubes
Second generation	Transistor
Third generation	Integrated circuit
Fourth generation	Microprocessor
Fifth Generation	Artificial intelligence

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

Volatile memory is also referred as temporary memory. It cannot store data permanently and when power goes or system being off the data within the volatile memory is automatically erase. E.g. RAM. Non-volatile memory hold the information permanently even power goes or computer being shut down. E.g. ROM

Ans – 5 – difference amount system, application and open source software –

System Software	**Application Software**	**Open Source Software**
System Software set the platform for application in computer. Without it computer can't run.	Application Software is the type of software that used to do some specific work.	Open source software is a computer software whose source code is available openly on internet.

Ans – 6 –

I am **Saurabh from Pauri Garhwal** Uttarakhand. I am a student of B.Com 1st Year. My father is doing private job. I am learning CCA program also. "Need to get IMS's Address".

Ans – 7 – MS Word

MS word is a widely used commercial word processor developed by Microsoft. It is also known as word processor.
MS word is application software, which is capable of

- creating
- editing
- saving, ~~and~~
- **printing any type of document**

Ans – 8 –

Equations

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

Ans – 9 – Text to Table

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

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

Ans 10 – Insert a table–

1- Click on Insert tab then click on table command.
2- A dialog box will appear –
3- Set here number of columns and rows (as per your requirement)
4- Then Click Ok

You can also draw table as per your requirement using DRAW table option under Table or use excel program to make table.

Ans – 11 – Book1

	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			

Ans – 12 – Calculation

	A	B	C	D	E	F
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		Highest	90			
15		Lowest	40			

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

i) **Modify column width –**
Select columns → On the home tab click on FORMAT option → Type width as per your requirement → OK

ii) **Modify Row height –**
Select Rows → On the home tab click on FORMAT option → Type height as per your requirement → OK

iii) **Delete rows and columns -**
Select rows and columns → on the home tab click on Delete option

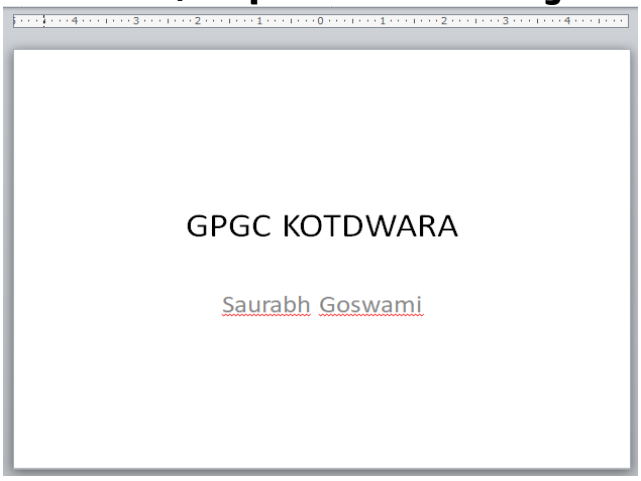
Ans 13- B) Description

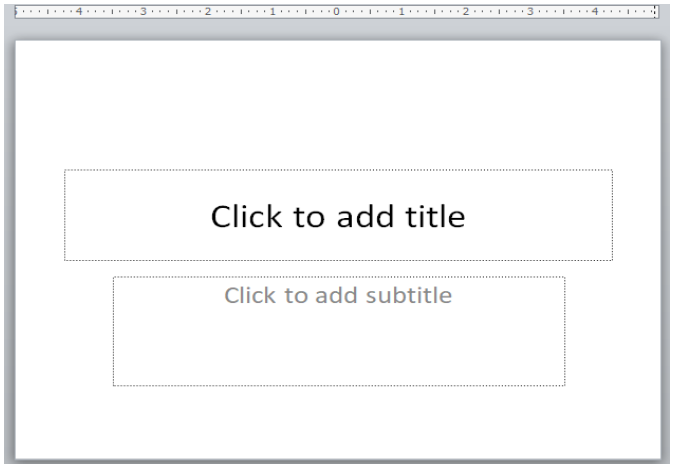
i) Absolute and relative cell reference –
Relative references change while a formula is copied to another place while absolute reference remains constant, no matter where they are copied.

ii) **Cell address –**
A cell reference refers to cells on a worksheet and can be used in formula.

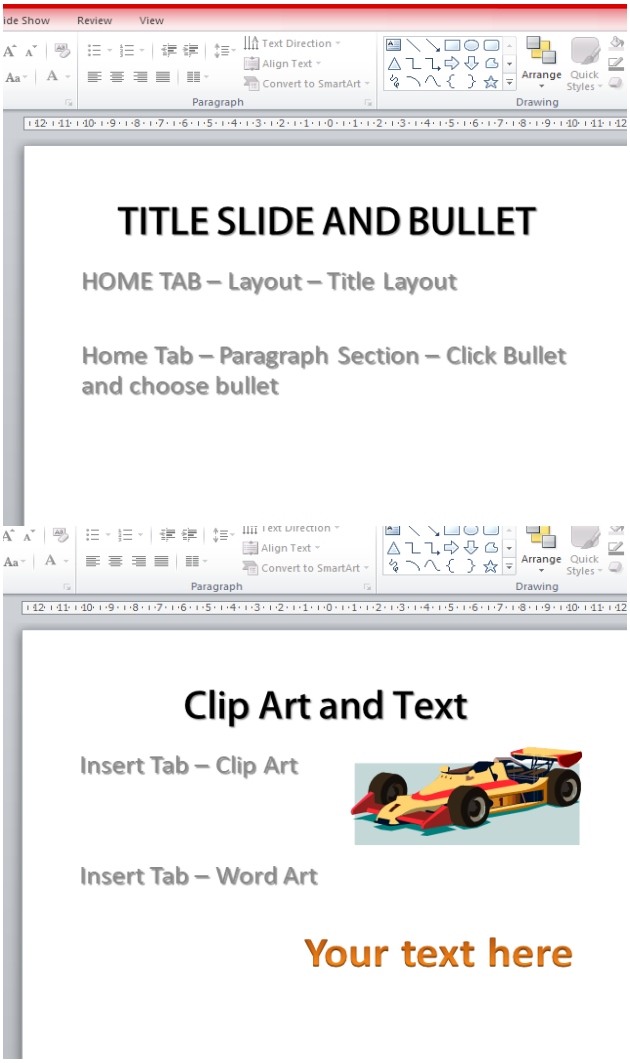
Ans -14- a) Tools available in Power-point customization –
Shapes, Tables, Recording, Charts, Audio, Video, Animations, Transitions, slide design and many other tools are available to customization power-point presentation.

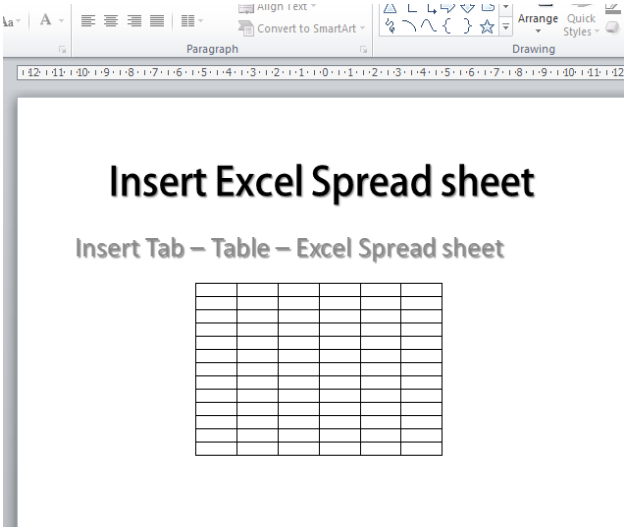
Ans -14 – b) Steps for the following actions in power-point –

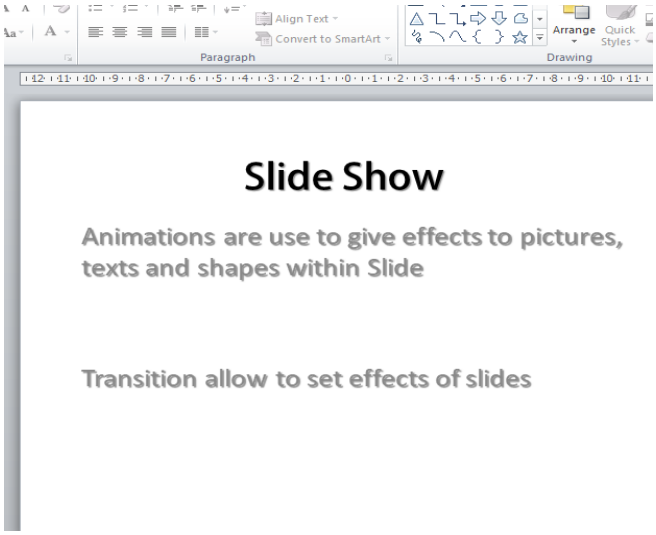




Ans -15 – Steps for following in power point –







PART 2

Ans 16- Difference between machine langulage and high level language –
Machine language considered a machine friendly language and it is not portable while high level language considered as a programmer friendly language and it require to complier or interpreter to be translate into machine language. It can be ported from one computer to another.

Ans 17- Different Data Types in C programming –
1. Integer – We use these for storing various whole numbers, such as 5, 8, 67, 2390, etc.

2. Character – It refers to all ASCII character sets as well as the single alphabets, such as ‘x’, ‘Y’, etc.

3. Double – These include all large types of numeric values that do not come under either floating-point data type or integer data type.

4. Floating-point – These refer to all the real number values or decimal points, such as 40.1, 820.673, 5.9, etc.

5. Void – This term refers to no values at all. We mostly use this data type when defining the functions in a program.