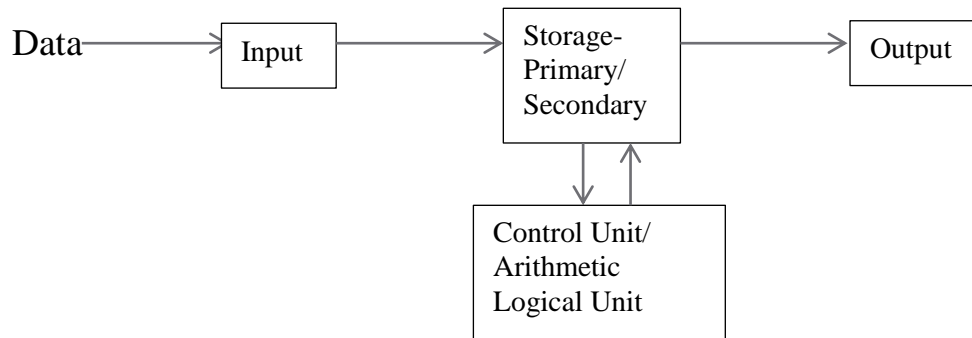


Assignment 1 –

Ans.1 –Four fundamental parts of computer -



Ans 2- Based on size and capacity, there are four types of computer.

- (i) **Super Computers**- are fastest computer of the world and costly computers and used in the area of scientific research.
- (ii) **Mainframe computers** – are large computer in size and support hundreds to thousands user simultaneously. Means it is use for make large server.
- (iii) **Mini computers** – are used for make midrange server and basically used in medium size business.
- (iv) **Personal Computers** – Also known are microcomputers which are mostly used in work of offices and home.

Ans 3- Generation of computer-

Generation of computers means technology changed in time to time and according to it can classified into five categories. –

- (i) **First generation - 1940-1956** –First generation computers are large in size and consume lots of electricity. Due to big size, these computers heat up very quickly. Vacuum tubes used for circuitry magnetic drums for memory.
- (ii) **Second Generation - 1956-1963** – This generation computers are faster than first generation computers and transistor replace vacuum tubes.
- (iii) **Third generation 1964-1971** – This generation changed computer entirely. Now computers are much smaller and faster than previous generations. Integrated circuit used in this generation.
- (iv) **Forth Generations - 1971 onwards** – In this generation of computer microprocessor are developed and in a single microprocessor contain thousands of IC, which make it very smaller and faster. GUI based operating systems are also developed in this generation.
- (v) **Fifth generation -Artificial intelligence** – At present there are some features of artificial intelligence also available in computers and some other features are still on progress.

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

Volatile memory loss data in it when power goes while non-volatile memory store memory permanently. Non-volatile memory stores necessary information related to boot the computer.

Ans 5- Difference among system software, application software and open-source software -

Application Software's – are used for do some specific work.

System Software's –are used to run hardware and application software and a computer cannot able to work without it.

Open Source Software's –are released with a kind of license that makes its source code legally available to end users.

Ans 6 – About Myself -

My name is Mamta and I lived in village goyuin in Pauri garhwal district of uttarakhand. I am a housewife. I am learning computer at present. My hobbies are cooking, watching serials and listening songs.

“need to get IMS's address.”

Ans 7- MS Word

MS word is a widely used commercial word processor developed by Microsoft.

MS word is application software, which is capable of

- Creating,
- Editing,
- Saving, and
- Printing any type of document.

Ans 8 – Equations -

$$X_2 + Y_5 - 30$$

$$Z^3 + Q^4 - 50$$

$$A_3 + B^8 - X_3 + Y^8$$

Ans -9- Describe all steps related to convert 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 into word –

To create table click on Insert tab then click on table command. A dialog box will appear – choose number of columns and rows there

Or

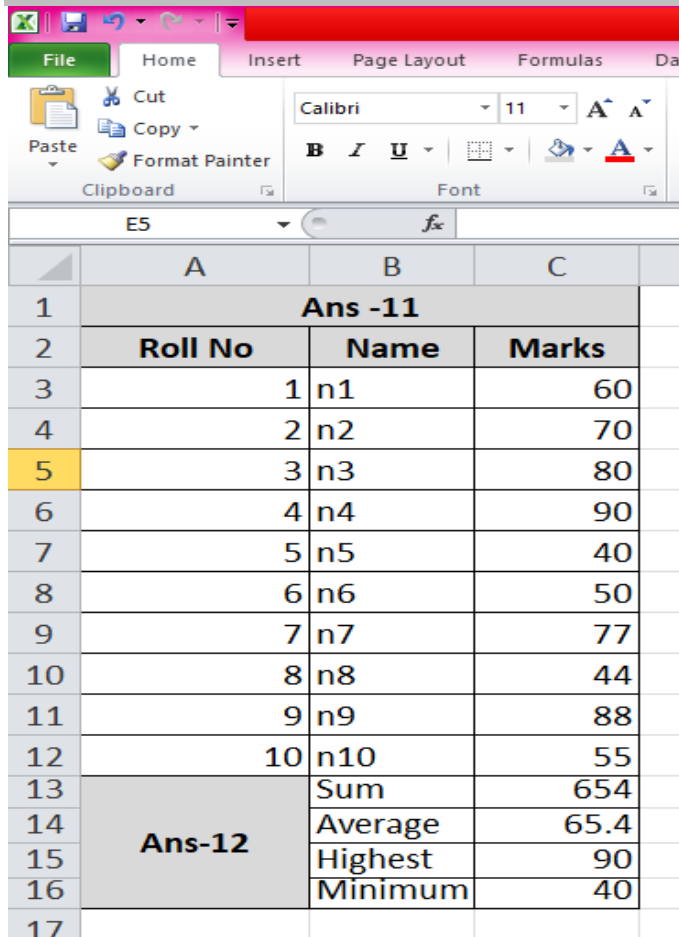
Draw table according to your requirement

Or

Click on insert table – a dialog box will appear – set number of columns and rows there and click ok

[illegible]

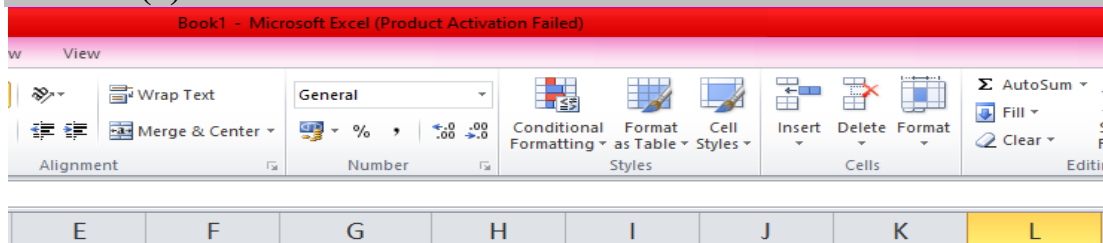
Ans – 11- and 12 –



The screenshot shows the Microsoft Excel interface with the 'Home' tab selected. The font is set to Calibri, size 11. The table below is displayed in the worksheet.

	A	B	C
1	Ans -11		
2	Roll No	Name	Marks
3	1	n1	60
4	2	n2	70
5	3	n3	80
6	4	n4	90
7	5	n5	40
8	6	n6	50
9	7	n7	77
10	8	n8	44
11	9	n9	88
12	10	n10	55
13	Ans-12	Sum	654
14		Average	65.4
15		Highest	90
16		Minimum	40
17			

Ans -13 (a) –



The screenshot shows the Microsoft Excel interface with the 'Home' tab selected. The 'Format' menu is open, showing options for 'Column Width', 'Row Height', 'Delete Rows', and 'Delete Columns'. The table below is displayed in the worksheet.

E	F	G	H	I	J	K	L
Q-13- a Modify column width							

Go to Format option under Home Menu - Click on Column Width

Or

Hold the left mouse button on heading of column and then drag

Modify row height

Go to format option under home menu - click on row height

or

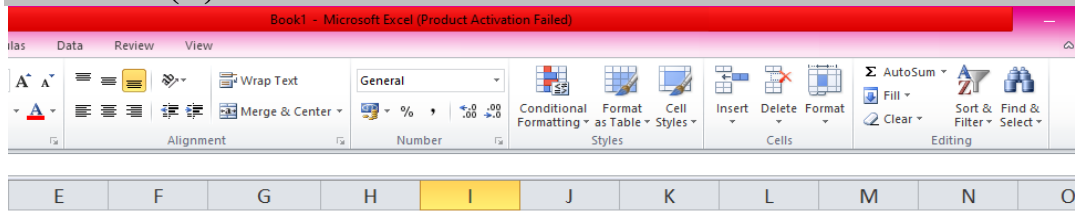
Hold left mouse button on heading of row and then drag

Delete Rows and Columns

Select Rows and columns - press Right mouse button - Click on delete

or

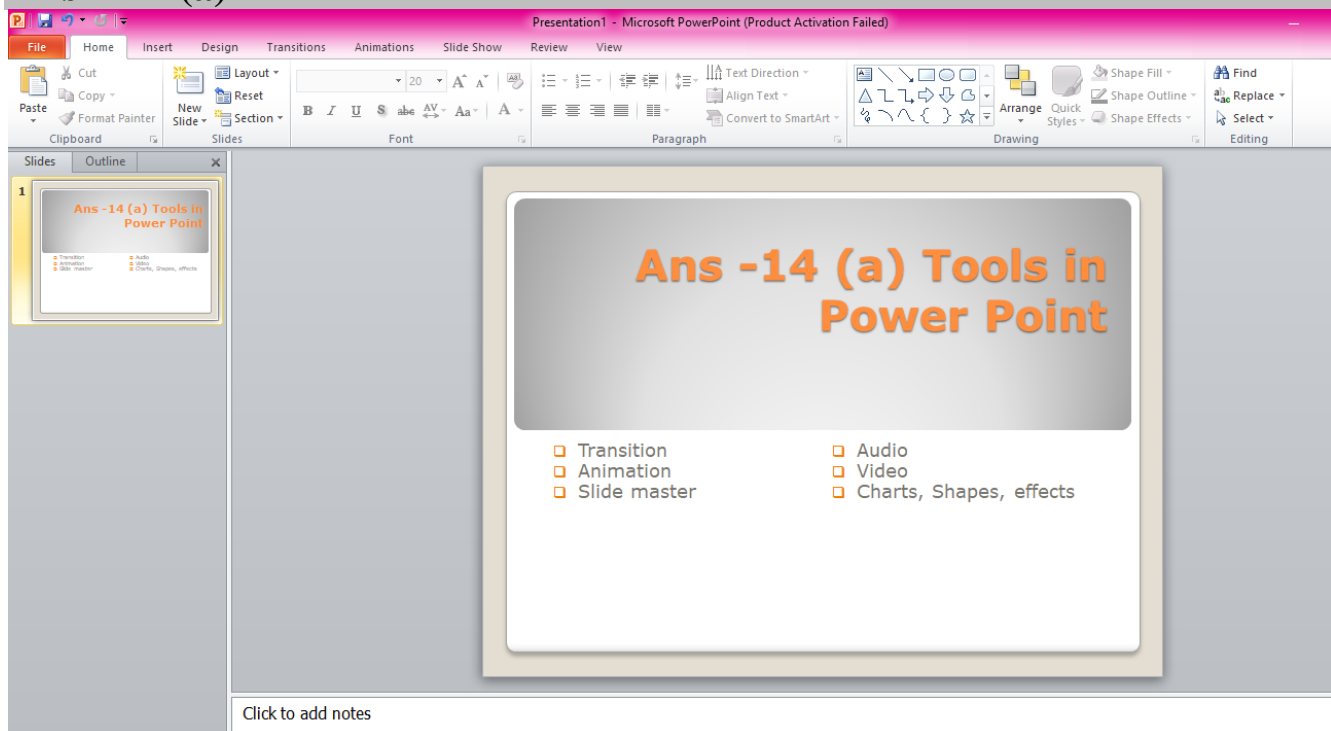
Select rows and columns- go to delete option under home menu

Ans -13 – (B)**Q-13- b Relative and absolute cell reference**

Relative cell reference based on relative position of rows and columns when copy and paste formula.
In Absolute cell reference formula does not change when copy and paste

CELL ADDRESS

Each cell in sheet have a unique alphanumeric ID called cell address

Ans -14 –(a)**ANS -14 (b)**