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CCA - 101 :
Fundamentals of IT AND Programming

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

Ans. ⇒ Four Parts of Computer :
Computer System Consist of four Parts that are ⇒ Central Processing Unit (CPU) Input Device and output device and Graphic Processing Unit (GPU)

Central Processing Unit Control unit

Input Device → Arthumetical → output Device

↓

MEMORY Unit

Q.2. Discuss about the classification of computers based on Size and Capacity.

Ans. ⇒ classification of Computer Based on Size and capicity is →

classification of Computer

By Type	By Size	By Purpose
Analog	Micro	General Purpose
Digital	Mini	
Hy brid	Main frame	Speed purpose
	Super	

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Q.3: What is the meaning of computer generation ? How many Computer Generations are defined ? What technologies were/are used ?

Ans ⇒ Generations in Computer technology is a change in technology a computer is/was being used Computers occurred like the use of vacuum types transistors and the microprocesor

Computer Generations are

There are five Generations of the computer

1) First Generations (1940-1956)
2) Second Generation (1956-1963)
3) Third Generation (1964-1971)
4) Fourth Generation (1972-2010)
5) fifth Generation (2010 to Present

Technology were/are used →

First Generation (1940-1956)

Vacuum tubes ⇒ The Computer of first generation used Vaccum tubes as the basic computer for memory and circuisty for CPU (Central Processing Unit) There tubes, like electric bulds, Produced a lot of heat and the installations used to four friqulty

Second Generations

Transistors ⇒ A transistor computer, now often called a second generation computers, is a computer which uses discreats transistors as us teasd of Vacuum tubes. The first generations of electronic large amounts of

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heat, were bulky and unreliable.

Third Generation (1964 - 1971)

Integrated Circuits ⇒ The computers of third generation used Integrated circuites (ICs) in place of transistors. A single IC has many trans is tors, resistors and capacitors along with associated ckt by.

Fourth Generations (1972 - 2010)

Microprocessor ⇒ The basics of the fourth generations is the microprocessor, a computer processor contained on a single large integration (LSI) mas Integrated circuit chip

Fifth Generations (2010 - Present)

In the fifth generation, LSI techonology become ULSI (Ultra Large Scali integration techonology resulting in the Prodution.

Q.4. Differentiate between Volatile and Non Volatile memories.

Ans. Volatile Memory ⇒ Volatile memory is used to store computer programs and data that CPU needs in real time and is erased once computer is off. Ram and Cache memory are Volatile memory.

Non Volatile Memory ⇒ Non Volatile memory is Static and remains in the computer even if Computer is Switched off Rom and HDD

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are non Volatile memory.

Q.5. Distinguish among System software, application software and open source software on the basis of their features.

Ans. ⇒ System software ⇒ it is type of software that is designed to run a computer's hardware and application programs software like operating system compilers editors and driver etc. Come under this Category the system is the interface between the hardware and user applications.

Q.6 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.

Ans (i) Open a blank word Document
ii) in the top ribbon, Press insert
iii) click on the table button.
iv) Either use the Digram to select the number of colums and rows you need. or click. insert. Table., and a dialog box will appear. where, you can specify. The Number of colums and rows
v) The blank table will now appear on the page

Q.7. Create a file in MS-Word for the following document and save it with file name 'MS-Word' Describe all steps involved in it.

Ans. Save a word document in open document text format.

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1) click the file tab
2) click Save as
3) Click Browser and then select the location where your want to Save your file.
4) In the Save as type text, click - open Document Text
5) Give your file a name and then save it.

MS WORD

MS WORD is a widely used commerical word processer developed by microsoft.
Microsoft word is a widely used commerical word processor disigned by microsoft MS word is a component of the micro soft office suite of productivity software, but can also be purchased as a stand-alone product. MS word was initially launched in 1983, and has since been revised numerous times ~~has since low~~

- MS word is application software, which is capable of =>
- creating
- Editing
- Saving
- Printing and type of document.

MS word is application soft is capable of Editing.

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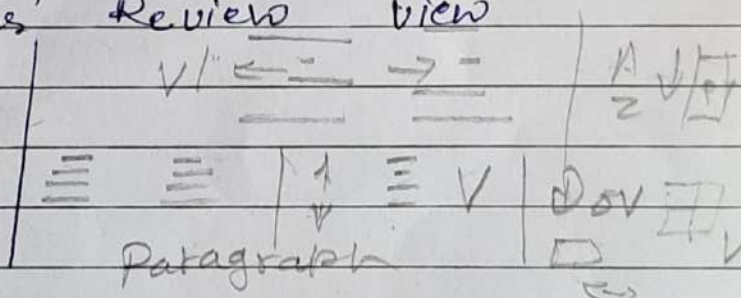
Q.9. Create a file in MS-Word that convert existing highlight text to table as shown below and Save it as file name 'text_to_table'. Describe all steps involved in it.

Ans. Convert text to table

Start by clicking the Show Hide Paragraph mark on the home tab so you can see how to text is speated in your Document.

Home Insert Designs Review View

Cut
Copy
Format Painter
clipboard



1. Convert text to a table.
Insert Separator character such as comas or tabs to indicate where to devid the extento table columns.

2. Use paragraph marks to indicate you wend to gegen a new table row.
In this example the tabs and paragraph makes in this produce a table with 3

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colum and rows
Red : yellow → blue ; green → orange ; Purple
Red ; Yellow → blue ; green → orange ; Purple

3. Select the text that you want to convert, and then click Insert → Table → Convert Text to table.

4. In the Convert Text to table box. choose the options you want.
Convert Text to table ✓

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S) click ok the text converted to a table should look something like this.

Peal, yellow	blue green	orangapurpll
Red , yellow	blue green	orangepurpll

Q.10. Create a file in MS – word to insert a table in the document. Describe all steps involved in it.

Ans⇒ 1. open a blank word document.
2. In the top ribbon, press insert.
3. click on the Table button.
4. Either use the diagram to select the Nombers of columes and rows you need, or click insert table and a dialog box will appear where you can specify the Number of colums and rows.
5. The blank table will now appear on the page

Q.11. Create a following worksheet in MS-excel and Save it with name 'book 1'.

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Ans. 1. Save a worksheet.

1. Right click the worksheet name tab.
2. Click Select move or copy.
3. Click on the move selected sheets to book Drop - down menu. Select (new book).
4. Click ok. Your new work book open with your moved worksheet.
5. Click file → Save in yours new workbook.

Q.12. Calculate the following things of a range (c2: c11) of data in the worksheet created in question no 1

Ans → The sum of the marks using autosum in a range of cells.

→ Average of the maks using autosum in a range full

→ highest marks in a range of ws.

→ Meximum marks in range of cells.

Sum: This functions adds the value of the cells in the aggerment.

Average: The function duterminn the average values in cludu in graeat.

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Q.13. a) Describe various steps involved in the following.

Ans=> To modify column with of a Worksheet

1) Select the column or clumns that you want to change.
2) on the Home tab, in the cells groups, click format.
3) under cell size, click column width
4) In the column with box, type two value that you want.
5) Click ok.

⇒ To modify the row height of a worksheet

1) Select the row or rows that you want to change.
2. on the home tab, on the cells grops click formant
3. under cell size, click Row Height
4. In the Row height, box, type the value that you want, and them click ok.

→ To Delete row's and columns of a worksheet

Select the cell, Rows or columns that you want to ~~date~~ delete.

2. Right click and then select the appropriate delete. option for example, Dute cells and Sheft up Delete cells a Sheft Left, Delete Row

b) Describe following terms in the Work Sheet

Ans. → Relative and absolute references behave

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differently when copeid and filled to other cells. Relative references change when a formula is copied to another cell. Absolute references, on the other hand, remain constant no matter where they are copied.

absolute reference formula → An Absalute refrence is designted in a formula by the addition of a designted in a formula by the addition of a dollor sign before the column and row. if it precedes the column or row (but not both) it's know as a mixed reference.

relative reference → An address or pointer that changes when the target item is moved or the relationship to it has changed. in a spreadsheet a cell with a relative reference changes its formula when opied else where.

Cell address ⇒ A cell reference or cell address is an alphanumeric value used to identify a specific cell in a spreadsheet. Each cell address contain's one or more letter's followed by a Number. The letter or letters identify the column and the number represents the row.

Q.14 a) What tools are available to customize our Power Point Presentation?

Ans. → Customize Presentation options and views

1. In Slide master View
2. Click on slide size
3. Select from on the two options

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- for more choices, click custom.
- Select one of the options

b) Write the steps for the following action for creation of power point presentation.

Ans 1. Select the file tab to go to Backstage view. clicking the file tab.
2. Select New on the left side of the window then click Blank Presentation or choose a theme. Creating a new Presentation
3. A New Presentation will appear.
Save the Presentation as Lab1.pptx
Step:1 click on the file tab to lach the back Salge view and select Save.
2:1 In the Sewe is deadog, type in the fell name and dicle "Save"
3:1 The defaut fileformat is PPtx. If you went to Save the file with a diffent Name choole one of the file types from the "Save as type" gsopdow last.

⇒ Add a little to the first slide. The name of your college?

Ans (1) open Power point
(2) At the Power Point Window, click the file tab then.
(3) The Available Templates and themes Screen will appear click on avaby template or downloa from the com template.

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Q.15. Write steps for creation of a set of Power point Slides that demonstrates your skill to use the tools of Power Point. It should include the following things

Intro: How to crate a Power Point Presentation

Step 1 Lanch the Powerpoint Program

step 2. choosing A Design

step 3. Creat title Page

4. ADD More SuDes

5. ADD chasts, Pictures, cerophe, E.T.C

6. ADD Transtioel

7. changing the order

8. play the Persentation

Q.16. What is the difference between Machine Langluge and High Level Langage?

Ans.→ Machine language → Machine Code consists of binary code and is the only langeeyes that is directly understood by the computer Both Machine code and assembly langaages Both are hardware specibic

A High - level language is programming langue that uses english and Mathemetical symbols in its instructions.

Q.17 Discuss about diffent data types of C Progamming language.

Ans. Main types the C language Provides the four basic arthmetic type specifiers char, int

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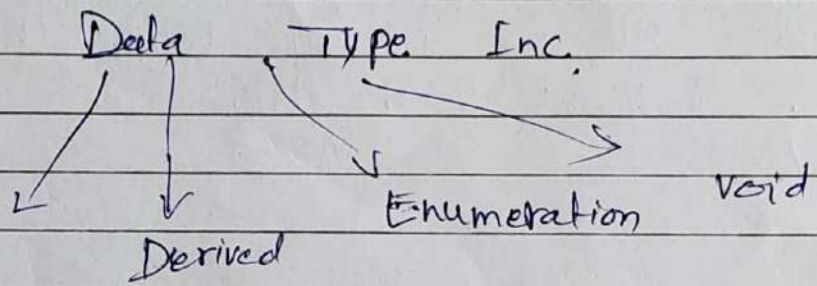
of float and double, and the modifiers signed unsigned short, and long. The following table lists the permissible combinations in specifying a large of storage size specific declaration



Q.19. Describe the syntax of the following statements

a) if - else statement:

if condition returns true then the statements inside the body of "if" are executed and statements inside body of "else" are skipped if condition returns false than the statements inside the body of "if" are skipped and the statements in "else" are executed.

for loop: The initialization statements discribe the starting point of the loop where the loop variable is intialized with a starting value. The test expression is the condition until which the loop put repeated updated statements is usually the number by which the loop variable is incremented.

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While loop :- The loop will first execute the body then check the condition and, whole it is truthys execute it again and again.

Do while loop :- A do-whole loop is a kind of loop, which is a kind to control statement. It is a loop with the test at the bottom. Rather then the more usual test at the top.