CCA-101: Fundamentals of IT & Programming

Assignment -1

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

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

Q3: What is the meaning of computer generation? How many Computer Generations are defined? What technologies were/are used?

Q4: Differentiate between Volatile & Non- Volatile memories.

Q5: Distinguish among system software, application software and open source software on the basis of their features.

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.

Q6 b) Write steps regarding followings
- ➢ To change the font style
- ➢ To change the font size
- ➢ To change the font color
- ➢ To highlight (in yellow) the line that reads "need to get IMS's address".

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.

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**

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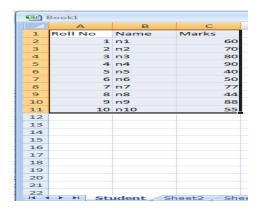
Equations

$X_2 + Y_5 = 30$

$Z^3 + Q^4 = 50$

$A_2 + B^8 = X_2 + Y^8$

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 the **Insert** tab.
Click on **Table** command. A dialog box appears.
Click on **Convert Text to Table, a new** dialog box appears
here set number of columns.
Click on OK Finally Selected text convert in a table

⇩

Select the text you want to convert.	Select the **Insert** tab.
Click on **Table** command. A dialog box appears.	Click on **Convert Text to Table, a new** dialog box appears
here set number of columns.	Click on OK Finally Selected text convert in a table

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

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

	A	B	C
	Book1		
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

Student / Sheet2 / She

Q12. Calculate the following things of a range (C2:C11) of data in the worksheet created in question no 10.
➢   the sum of the marks using AutoSum in a range of cells (C2:C11)
➢   average of the marks in a range of cells (C2:C11)
➢   highest marks in a range of cells (C2:C11)
➢   minimum marks in a range of cells (C2:C11)

Q13 a) Describe various steps involved in the following
➢   To modify column width of a worksheet
➢   *To modify the row height* of a worksheet
➢   *To delete rows and columns* of a worksheet
Q13 b) Describe following terms in the worksheet
➢   Absolute reference and relative reference in formula
➢   Cell address

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

Q14 b) Write the steps for the following action for creation of power point presentation
➢   Open a Blank presentation
➢   Save the presentation as Lab1.pptx

➢ Add a Title to the first slide: the name of your college
➢ Type your first name and last name in the Subtitle section
➢ Add a New Slide which has a Title and Content

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
➢ Title slide &bullet list
➢ Inserting Excel Sheet
➢ Clip art and Text
➢ Slide show effects

Part -2

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

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

Q18. Find the output of the following expressions

    a) X=20/5*2+30-5   b) Y=30 – (40/10+6) +10   c) Z= 40*2/10-2+10

Q19. Describe the syntax of the following statements

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

Q20. Find the output of the following program segments

a)	b)	c)
| ```c
#include <stdio.h>
int main()
{
 int i;
  for (i=1; i<2; i++)
  {
    printf( "IMS Ghaziabad\n");
  }
}
``` | ```c
#include <stdio.h>
 int main()
{
  int i = 1;
   while ( i <= 2 )
   {
    printf( "IMS Ghaziabad\n");
    i = i + 1;
   }
}
``` | ```c
#include <stdio.h>
void main()
{
  int a = 10, b=100;
   if( a > b )
    printf( "Largest number is %d\n", a);
   else
    printf( "Largest number is %d\n", b);
}
``` |