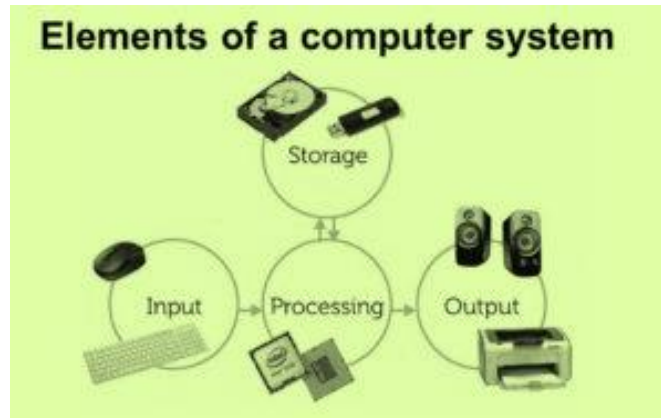


Ans – 1 - The four fundamental parts of computers are –

Components of a computer system are the primary elements which make the functioning of an electronic device smooth and faster. There are four basic components which include:

1. Input Unit
2. process Unit
3. output unit
4. Storage/Memory unit



Ans – 2 – On the basis of size, there are four types of computers:

1. Supercomputer – Fastest computer
2. Mainframe computer – Largest in Size
3. Minicomputer – Bigger and powerful than Micro
4. Micro Computer – Popular and cheaper

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	Technology Use
1 st gen	Vacuum tubes
2 nd Gen	Transistor
3 rd Gen	Integrated circuit
4 th Gen	Microprocessor
5 th Gen	Artificial Intelligence

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

Volatile memory can't store data permanently and non-volatile memory store data permanently. Volatile memory remove all the data in it when power goes or computer shut down while non-volatile memory hold the data in it whether power goes or computer shut down. RAM is an example of volatile and ROM is an example of non-volatile memory.

Ans - 5 - difference between system, application and open source software -

System Software is the type of software that is the interface between application software and system.

Application Software is the type of software that runs as per user request. It runs on the platform which is provided by system software.

Open source software is computer software whose source code is available openly on the internet and programmers can modify it to add new features and capabilities without any cost.

Ans - 6 - MS word Formatting -

I am **Shivani** and I am from **Kaldunga pauri garhwal Uttarakhand**. I am a student of B.A 2nd Year. My mother is housewife. I am learning CCA program. **"Need to get IMS's Address"**.

Ans - 7 - MS Word

MS word is application software which is used to create documents. It is used in offices for creating something. Word is known as word processor.

- **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-

Use table option under Insert Tab to create table -

[illegible]

Ans - 11 - Book1

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

Ans - 12 - Calculation

A	B	C
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
	Sum	654
	Average	65.4
	Highest	90
	Lowest	40

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

i) Modify column width -

By dragging using mouse button or FORMAT option under home tab we can change size of columns

ii) Modify Row height -

By dragging using mouse button or FORMAT option under home tab we can change size of columns

iii) Delete rows and columns -

Select rows and columns → Right click and chose Delete option or use format option under

Ans 13- B) Description

i) Absolute and relative cell reference -

Relative references change while a formula is copied to another place while absolute reference can't change, no matter where they are copied.

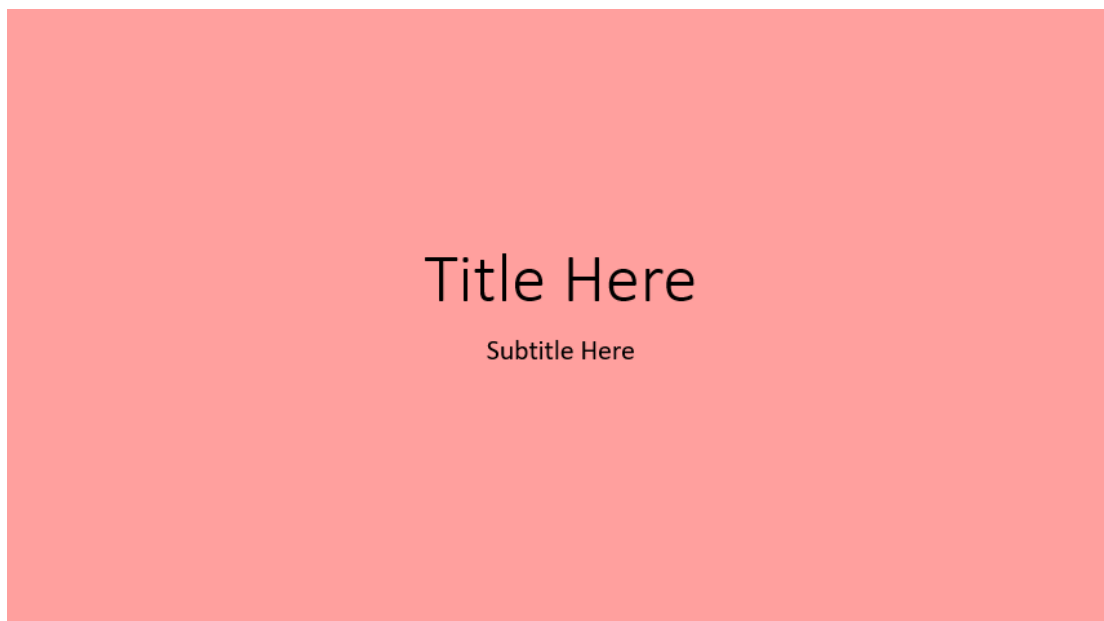
ii) Cell address -

A cell address indicates the location of active cell.

Ans -14- a) Tools available in Power-point customization –

There are many tools available to customize the power-point presentation like Animations, Transitions, slide design.

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



Ans -15 – Steps for following in power point –

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Excel Spreadsheet

Insert Menu – Table Tab – Excel Spreadsheet

Clip Art and Text

Insert Menu – Clip Art



Clip Art and Text

Insert Menu – Word art

Shivani

Slide show

ANIMATION - Animation are used to set motion on contents and pictures

TRANSITION – Transition are used to set effect and motion of slides

PART 2

Ans 16- Difference between machine language 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 of C programming Language –

Types	Data Types
Basic Data Type	int, char, float, double
Derived Data Type	array, pointer, structure, union
Enumeration Data Type	enum
Void Data Type	void