ED-1000

Diploma in Computer Application
1st Semester Examination, March-April 2021

ESSENTIALS OF INFORMATION TECHNOLOGY AND OS

(DCA - 101)

Time : Three Hours]　　　[*Maximum Marks* : 100
[*Minimum Pass Marks* :　33

Note : Answer any **two** parts from each question. All questions carry equal marks.

Unit-I

1. (*a*) What are the different types of computer ? Explain.

   (*b*) Explain the characteristics and capabilities of computer system.

   (*c*) Describe IBM personal computers and their types.

Unit-II

2. (*a*) What is input device ? Explain keyboard, Mouse, Scanner, Light pen and Voice input device.

(b) What do you mean by primary memory ? Differentiate between RAM and ROM.

(c) Write the difference between impact and non-impact printers.

Unit-III

3. (a) What do you mean by Internal and External DOS command ?

(b) Explain the Booting process of DOS.

(c) Give Syntax of the following DOS commands :

(i) PATH

(ii) TREE

(iii) DISKCOPY

(iv) SORT

(v) PROMPT

Unit-IV

4. (a) Explain the structure and components of Windows.

(b) Explain various types of Windows accessories.

(c) What is the role of control panel ?

Unit-V

5. (a) Write the features and structure of Linux operating system.

(3)

(*b*) What are the various system directories and files available in Linux ?

(*c*) Explain the following commands with syntax and example :

(*i*) cd

(*ii*) Is

(*iii*) cat

(*iv*) find

(*v*) Grep

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ED-1001

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Paper - II

Essentials of Office Automation

Time : Three Hours]   [*Maximum Marks* : 100
                            [*Minimum Pass Marks* : 33

Note : Answer any **two** parts from each question. All questions carry equal marks.

Unit-I

1. (*a*) What do you understand from document formatting in MS Word ? Explain with example.

    (*b*) Write step to insert table in MS Word.

    (*c*) What is Macro ? Explain with the help of example.

Unit-II

2. (*a*) Explain the essential features and use of MS Excel.

(2)

(*b*) What do you mean by chart ? Explain how many types of chart can be drawn in MS Excel with example.

(*c*) Explain the following :

(*i*) Sorting

(*ii*) Filter

Unit-III

3. (*a*) Discuss the advantages of PowerPoint and explain different kind of slides.

(*b*) Explain the animating slide and object.

(*c*) Explain the following :

(*i*) Slide show

(*ii*) Slide transition

Unit-IV

4. (*a*) What is database ? Explain it.

(*b*) Write the process of creating table through table wizard and design view in MS Access.

(*c*) Explain the following SQL commands with example :

(*i*) update

(*ii*) delete

Unit-V

5. (*a*) What is Accounting ? Write the utilities and advantages of Accounting.

(*b*) Explain creating of Ledgers in Tally.

(*c*) Explain different kinds of voucher in Tally.

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ED-1002

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Paper - III

Programming in 'C'

Time : Three Hours]   [*Maximum Marks* : 100
                          [*Minimum Pass Marks* :   33

Note : Answer any **two** parts from each question. All questions carry equal marks.

Unit-I

1. (*a*) What is Data type ? Explain primitive data type with example.

   (*b*) Write a C program to reverse a number for example if input is 123, then output should be 321.

   (*c*) Write short notes on the following :

   (*i*) Header file

   (*ii*) Input and output statement

Unit-II

2. (*a*) What do you mean by Operator in 'C' language ? Explain arithmetic operator with suitable example.

(*b*) Write a C program to print numbers upto 20 divisible by 4.

(*c*) Explain increment and decrement operator using example.

Unit-III

3. (*a*) What do you mean by control statement in C language ? Explain the working of nested-if-else with example.

(*b*) Write a program for simple calculator for addition (+), subtraction (−), multiplication (×) and division (/) operation using switch case.

(*c*) Write short notes on the following :
(*i*) Continue
(*ii*) Go-to statement
(*iii*) Break
(*iv*) 1-D array

Unit-IV

4. (*a*) What do you mean by function ? Explain the various types of function.

(3)

(b) What do you mean by structure and union ? How structure is different from union ?

(c) Write a C program to add two numbers using function.

Unit-V

5. (a) What is Pointer ? Explain void pointer using suitable example.

(b) Explain pointer arithmetic using suitable example.

(c) Write short notes on the following :

(i) Pointer to pointer

(ii) Array of pointer

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