

Roll No.

Total No. of Questions : 18]

[Total No. of Pages : 03

Paper ID [D0311]

(Please fill this Paper ID in OMR Sheet)

B.Sc. (FT - 204/205) (S05) (O) (Sem. - 2nd) INTRODUCTION TO COMPUTER GRAPHICS

Time : 03 Hours

Maximum Marks : 75

Instruction to Candidates:

- 1) Section - A & B are **Compulsory**.
- 2) Attempt any **Five** questions from Section - C.

Section - A

Q1)

(10 × 2 = 20)

- a) E-mail stands for_____.
 - (i) Electronic-Mail.
 - (ii) E-Commerce-Mail.
 - (iii) Electrical-Mail.
 - (iv) Engineered-Mail
- b) To calculate the effect of interest rates on sums over time, you should use a
 - (i) Mathematical function
 - (ii) Statistical function
 - (iii) Financial function
 - (iv) String function
- c) A spelling checker is also called
 - (i) An electronic dictionary
 - (ii) An electronic thesaurus
 - (iii) An electronic encyclopedia
 - (iv) None of the above
- d) Backward deletion
 - (i) Is useful when you need to delete something you' ve just typed.
 - (ii) Deletes the character immediately under the cursor.
 - (iii) Both (i) and (ii) above.
 - (iv) None of the above.
- e) A protected cell can be changed if
 - (i) An EDIT command is used
 - (ii) An UNPROTECTED command is used.
 - (iii) A CHANGE command is used.
 - (iv) None of the above.

- f) How many rows are there in a worksheet?
 (i) 8216 (ii) 9186
 (iii) 8192 (iv) 8916
- g) Which of the following companies developed MS Office 2000.
 (i) Microsoft (ii) Novell
 (iii) Corel (iv) Lotus
- h) Which menu in MS Word can be used to change page size & typeface?
 (i) View (ii) Tools
 (iii) Format (iv) Data
- i) The arrangement of elements such as Title and subtitle text, pictures, tables etc. is called
 (i) Layout (ii) Presentation
 (iii) Design (iv) Scheme
- j) The maximum Zoom percentage in Microsoft PowerPoint is
 (i) 100% (ii) 200%
 (iii) 400% (iv) 500%

Section - B

(10 × 3 = 30)

Q2) How can you create word documents into World Wide Web pages?

Q3) How can you edit and format a worksheet.

Q4) What are the basic rulers of a good presentation?

Q5) How can you create text objects in computer graphics?

Q6) How can you create a compressed archive using WinZip?

Q7) How can you adjust default preferences of the acrobat reader?

Q8) Describe the working of search engines.

Q9) Write a note on net etiquettes.

Q10) How can you add bookmarks in acrobat reader?

Q11) What are the language tools of word processing software?

Section - C

(5 × 5 = 25)

Q12) Define mail merge. Describe the working of mail merge.

Q13) How can you add charts and images to a worksheet?

Q14) Describe the different views of PowerPoint.

Q15) Differentiate between raster and vector graphics.

Q16) How can you apply user level security to a folder?

Q17) Write the procedure to transfer text and images from Acrobat Reader to Notepad.

Q18) What are the main features of an ideal website? How can you create it?

