

Seat No.: _____

Enrolment No. _____

GUJARAT TECHNOLOGICAL UNIVERSITY
MBA (INTEGRATED) – SEMESTER – 1 - EXAMINATION – WINTER - 2016

Subject Code: 4110505

Date: 19/12/ 2016

Subject Name: Computer Applications

Time: 10.30 a.m. to 01.30 p.m.

Total Marks: 70

Instructions:

1. Attempt all questions.
2. Make suitable assumptions wherever necessary.
3. Figures to the right indicate full marks.

- Q.1** (a) What is computer? Explain the classification of computer. **07**
(b) Sketch the block diagram of computer organization. And explain various input and output devices. **07**
- Q.2** (a) Explain following terms. **07**
1. ASCII Code 2. PROM 3. EPROM 4. HTTP 5. SMTP 6. MB 7. GB
(b) Define an operation system. Explain various types of operating system. **07**
- OR**
- (b) Write a detail note on computer virus. **07**
- Q.3** (a) Explain the procedure of Mail Merge in Word **07**
(b) What are Headers and Footers? Define the steps to create headers and footers in word document **07**
- OR**
- Q.3** (a) What is function key? Explain any five function key in Excel **07**
(b) Discuss Spell check and Grammar check facility in word **07**
- Q.4** (a) How to add data into cell in MS Excel Worksheet? Also discuss how to insert a cell, row, columns and a worksheet in MS Excel? **07**
(b) What is chart? Explain types of chart available in Excel **07**
- OR**
- Q.4** (a) How do you create a new presentation in MS-PowerPoint? Also Explain the different methods of viewing slides presentation. **07**
(b) How can you add Animation to PowerPoint slides? Explain how the transition speed can be controlled and how transition sound can be added to slides. **07**
- Q.5** (a) Write down difference between hardware and software **07**
(b) What is an E-mail? What is the advantage of E-mail? **07**
- OR**
- Q.5** (a) What is Networking? Explain the types of networks. **07**
(b) Write a short note on computer Topology. **07**
