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(Pages : 2)

Name.....

Reg. No.....

**FIFTH SEMESTER (CBCSS—UG) DEGREE EXAMINATION
NOVEMBER 2022**

BCA/B.Sc. Computer Science/IT

BCA/B.C.S./BIT 5D 01—INTRODUCTION TO COMPUTERS AND OFFICE AUTOMATION

(2019 Admission onwards)

Time : Two Hours

Maximum : 60 Marks

Part A

*Short Answer type questions (Answer all questions, each correct answer carries a maximum of 2 marks.
Ceiling 20 marks).*

1. How to insert Animated pictures in MS Power point ?
2. How can a macro be created using macro editor ?
3. Write a short note about system software ?
4. Define Client.
5. What is layering object ?
6. How add images to our documents ?
7. Explain High level language.
8. Define WAN.
9. Write a short note about CPU ?
10. How to check spelling and grammar in MS Word ?
11. What is client server model ?
12. Differentiate notebook and net book.

Section B (Short Essay Type Questions)

*Answer all questions, each correct answer carries a maximum of 5 marks.
Ceiling 30 marks)*

13. Explain detail on creating and editing a document.
14. Explain various storage devices.

Turn over

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Management Information Systems Larry E. Long,1989 **Proceedings** American Institute for Decision Sciences. Meeting,1985 *The Hindu Index* ,2004 Resources in Education ,1990 **IPCC 1989** ,1989 *Proceedings* ,1983
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to make basic life decisions for ... Guardianship Associates of Utah We provide direct guardianship and conservator services, as well as trust management and executor services for Special Needs Trusts. We are also passionate in ... Guardianship & Conservatorship Dec 6, 2017 — A conservatorship and guardianship allows someone to act for someone else. They cannot be created without an order by a judge. Guardianships and Conservatorships in Utah In Utah, a guardian primarily has the court-appointed power to provide for the physical well-being of a protected person and a conservator is the court- ...

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