

लोकसेवा आयोग

Computer Operator Practical Exam Paper - 2072

Time: 30 min.

F.M.: 30

P.M.: 15

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Word-processing

1.) Design a thank you letter to your teachers and relatives giving them credit of your success on Computer Operator Examination 2072. Prepare letters for every individual using the information below: (10)

- a) Set the pages as Aqua Accent Page color.
 b) Page border should be double lined Showed on Red Accent 2 color as darker as your wish.
 c) Set the watermark as your full name in any Devnagari Font having any one font style.

| S.N. | Name | Last Name | Address | Relation |
|------|----------|-----------|--------------------------|----------|
| 1 | Rajkumar | Mandal | Boriya-7, Saptari | Teacher |
| 2 | Dilliram | Adhikari | Manau-8, Bardiya | Teacher |
| 3 | Suresh | Khanal | Suichatar-3, Kathmandu | Teacher |
| 4 | Ganesh | Aryal | Battar-2, Nuwakot | Mama |
| 5 | Anuj | Shrestha | Gharbaritol-4, Nepalgunj | Friend |

Spreadsheet

2.) Design & calculate a Vat Bill of "The Kothiyaghat Resort" where the following items has been served to you.

- a) Save your sheet as excel binary file.
 b) Insert a appropriate chart to show the proper infographic of the bill.

Computer Operator Exam Paper

S Ben Porath



Computer Operator Exam Paper :

Unveiling the Magic of Words: A Overview of "**Computer Operator Exam Paper** "

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