

TB205135V

Reg. No :

Name :

BACHELOR'S DEGREE (C.B.C.S.) EXAMINATION, NOVEMBER 2022
2020 ADMISSIONS REGULAR AND 2019, 2018 ADMISSIONS SUPPLEMENTARY
SEMESTER V - OPEN COURSE (COMPUTER APPLICATIONS)
CA5D01AB18 - COMPUTER FUNDAMENTALS, INTERNET & MS OFFICE

Time : 3 Hours

Maximum Marks : 80

Part A

I. Answer any Ten questions. Each question carries 2 marks

(10x2=20)

1. What do you mean by topology?
2. Give the applications of LAN.
3. List different types of translators.
4. Write a short note on e-mail.
5. Give the merits and demerits of TCP/IP.
6. Briefly explain Subnet Mask.
7. Define Ribbon in MS WORD.
8. Define commands in MS Word.
9. What is a Spread Sheet ?
10. Give the syntax for IF function in MS EXCEL.
11. What is the use of Word Art?
12. What is a Place holder in Microsoft Power Point?

Part B

II. Answer any Six questions. Each question carries 5 marks

(6x5=30)

13. Write down the advantages and disadvantages of computers.
14. Write short note on hyperlinks.
15. Explain the different fields of an e-mail
16. What are the different ways to save a MS-WORD document ?
17. Write any five tabs in MS WORD.
18. Explain the steps to add title to a chart in MS EXCEL
19. Discuss about Statistical Functions in MS EXCEL.
20. What is the difference between Slide Master and Handout Master?
21. How do you insert Text Box in Microsoft Power Point.

Part C

III. Answer any Two questions. Each question carries 15 marks

(2x15=30)

22. Explain the merits and demerits of an E-mail.
23. Explain different text and paragraph formatting techniques.
24. What is a spread sheet ? Explain the advantages of using a spread sheet.
25. Write a short note on Charts and Graphs in Microsoft Power Point.