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Exam Code: 323501

Paper Code: 1282

Post Graduate Diploma in Computer Applications - Semester I

Course Title: PC Computing – I (Back Office Operations)

Course Code: PCAL-1111

Time: 3 Hours

Max. Marks: 70

**Note:** Attempt five questions, selecting one question from each section. The fifth question can be attempted from any section. Each question carries 14 marks.

#### SECTION A

Q1. What are the different parts of MS Words Window? Explain the role of each part. (14)

Q2. (a) How to insert a document into another document? (2)

(b) Write the procedure for the following tasks in context with Ms Word:

I. Header & Footer

II. Page setup

III. Spell Checker

(3 x 4 = 12)

#### SECTION B

Q3. (a) How to create table and format the table Explain in detail. (9)

(b) How to add Picture, Watermark and Border & shading in a document? (5)

Q4. What do you mean by presentation? How to start a new slide, saving presentation, moving/rearranging slides and printing slides? (14)

#### SECTION C

Q5. (a) Define and distinguish between slide transition and animation. How these are applied in MS PowerPoint? (9)

(b) How to add audio and Video in a slide? (5)

Q6. Explain short note on the following.

a) Slide transition

b) Custom animation

c) Multimedia

d) View

(4 x 3.5 = 14)

#### SECTION D

Q7. Explain various types of charts and also explain the process of converting one type to another. (14)

Q8. (a) How do you query and filter the data in Excel?

(b) How to perform "what if analysis" for data in worksheet? (2 X 7 = 14)

Exam Code: 323501

Paper Code: 1283

Post Graduate Diploma in Computer Applications - Semester I

Course Title: Internet and Web Designing

Course Code: PCAL-1112

Time: 3 Hours

Max. Marks: 70

Note: Attempt five questions, selecting one question from each section. The fifth question can be attempted from any section. Each question carries 14 marks.

**Section A**

Q1. (a) Define WWW? How it works and explain the concept of web browsing.

(b) Explain Hypertext Transfer Protocol.

(2 X 7 = 14)

Q2. What is E-Mail? What are the advantages and disadvantages of E-Mail? Explain the structure of email message.

(14)

**Section B**

Q3. (a) How to insert Image in a web page and what are the attributes of image tag?

(3)

(b) What are Lists and its types in HTML? Write code in HTML To make a list:

(8)

## A. INPUT DEVICES

- DIRECT INPUT
  - I. SCANNER
- INDIRECT INPUT
  - i. KEYBOARD
  - ii. MOUSE

## B. OUTPUT DEVICES

## C. STORAGE DEVICES

## a. DIRECT INPUT

## i. SCANNER

(c) What are the limitations of HTML?

(3)

Q4. (a) What do you mean by HTML? Explain the structure of HTML.

(6)

(b) Explain the following with Example:

- I. Hyperlinks (Internal & External)
- II. Forms

(2 X 4 = 8)

**Section C**

Q5. (a) How to add cascading style sheet in HTML files?

(b) How Colors and Background are managed through CSS?

(2 X 7 = 14)

Q6. (a) Explain CSS Box Model in detail.

(b) What is position property in CSS layout? What are the different values of position property explain with example. (2 X 7 = 14)

**Section D**

Q7. Explain the following:

- I. Arrays
- II. Objects
- III. Strings
- IV. Events

(4 X 3.5 = 14)

Q8. Explain in detail Document Object Model.

(14)

## Post Graduate Diploma in Computer Applications - Semester I

Course Title: Fundamentals of Computer and Operating System

Course Code: PCAL-1113 ✓

Time: 3 Hours

Max. Marks: 70

Note: Attempt five questions, selecting one question from each section. The fifth question can be attempted from any section. Each question carries 14 marks.

## Section A

Q1) With the help of block diagram, explain components of computer. (14)

Q2) a) Explain working of Joystick and Trackball. (9)

b) Differentiate between system software and application software. (5)

## Section B

Q3) Explain workings of scanner, bar code reader and card reader. (14)

Q4) What is computer memory? Explain its types. (14)

## Section C

Q5) Explain the term operating system. Write its functions in detail. (14)

Q6) a) Differentiate between compiler and assembler. (5)

b) Explain multiuser operating system in detail. (9)

## Section D

Q7) Write in detail the anatomy of a window. (14)

Q8) Explain the following (4 \* 3.5 = 14)

a) Start menu

b) Folder

c) My computer

d) How to copy a file from one folder to another

**Exam Code: 323501****Paper Code: 1285****Post Graduate Diploma in Computer Applications - Semester I****Course Title: Programming in Python****Course Code: PCAL-1114****Time: 3 Hours****Max. Marks: 70**

**Note:** Attempt five questions, selecting one question from each section. The fifth question can be attempted from any section. Each question carries 14 marks.

**SECTION A**

1. Explain operators in Python. Also explain their hierarchy. 16
2. Explain Various Data Types in Python with programming examples.

**Section B**

3. Explain List. Also explain sequencing and iteration over list with programming examples.
4. Explain loops and control statements in Python with programming examples.

**Section C**

5. Explain arguments and parameters in python using functions.
6. Explain program routines and flow of execution in Python.

**Section D**

7. Explain various sqlite create, insert, and update operations to create database and tables using Python.
8. Explain Object Oriented Programming in Python. Write a Program in Python to demonstrate the concept of overloading.