

P. P. SAVANI UNIVERSITY

First Semester of B.COM Examination

February-2021

SMBC1050-COMPUTER APPLICATION FOR BUSINESS-1

22.02.2021, Monday

Time: 10:00 a.m. to 12:30 p.m.

Maximum Marks: 60

Instructions:

1. The question paper comprises of two sections.
2. Section I and II must be attempted in separate answer sheets.
3. Make suitable assumptions and draw neat figures wherever required.
4. Use of scientific calculator is allowed.

SECTION - I

- Q - 1** MCQ/Short Question/Fill in the Blanks (Any Five) [05]
- (i) In which generation computer transistor was used?
A. First Generation B. Second Generation C. Third Generation D. Forth Generation
- (ii) 1TB = _____ GB.
A. 1024 GB B. 1000 GB C. 1064 GB D. 1 GB
- (iii) In which memory data cannot be modified after stored the data
A. RAM B. ROM C. A & B both D. None of above
- (iv) In which of the following disk we can store only video file.
A. CD B. DVD C. Floppy Disk D. Hard Disk
- (v) Short cut key for Undo.
A. Ctrl+Z B. Ctrl+U C. Ctrl+V D. Ctrl+R
- (vi) From the following which is the latest operating system?
A. Windows 7 B. Windows 10 C. Windows 12 D. Windows 8A
- (vii) What is the time duration for the third generation computer?
A. 1942-1955 B. 1964-1975 C. 1967-1976 D. 1996-2002

Q - 2 (a) Advantages and Disadvantages of Computer. [05]

Q - 2 (b) Explain any Four types of Computer in detail. [05]

OR

Q - 2 (a) Explain First Generation of Computer with its Advantages and Disadvantages. [05]

Q - 2 (b) Explain All Input Devices in Computer. [05]

Q - 3 (a) Explain Different types of Printer. [05]

Q - 3 (b) Explain Third Generation of Computer with its Advantages and Disadvantages. [05]

OR

Q - 3 (a) What is Primary Memory? Explain different types of Primary Memory. [05]

Q - 3 (b) What is RAM? Explain different types of RAM. [05]

Q - 4 What is Mail Merge? Explain mail merge with all steps. [05]

SECTION - II

- Q - 1** Short Question (Any Five) **[05]**
- (i) Define Computer.
 - (ii) State different types of Output device.
 - (iii) State Time duration of Different Generation of Computer.
 - (iv) State different Characteristics of Computer.
 - (v) State different Application of Computer.
 - (vi) State different types of ROM.
 - (vii) What id Cache Memory.
- Q - 2 (a)** State different Types of Line Chart in MS WORD. **[05]**
- Q - 2 (b)** Explain Secondary Memory. **[05]**
- OR**
- Q - 2 (a)** Explain Histogram and Picto chart in MS WORD. **[05]**
- Q - 2 (b)** Explain the factor influencing the performance of a computer. **[05]**
- Q - 3 (a)** What id Ribbon? Explain different tabs in Ribbon. **[05]**
- Q - 3 (b)** Advantages of word processor for office Work. **[05]**
- OR**
- Q - 3 (a)** Documents view in Ms Word. **[05]**
- Q - 3 (b)** Explain Header and Footer in Ms Word. **[05]**
- Q - 4** Write the Shortcut key of the following: **[05]**
- Redo an Action, Copy selected Text, Cut selected Text, Paste the Copied Text, Make Letters Bold, Make Letters Italic, Make letters underlines.

.....ALL THE BEST
