

**BACHELOR IN COMPUTER APPLICATIONS (BCA)**

**Term-End Practical Examination**

**December, 2008**

00917

**CS-611P : COMPUTER FUNDAMENTALS AND  
PC SOFTWARE**

*Time allowed : 2 hours*

*Maximum Marks : 100  
(Weightage : 15%)*

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**General Instructions :**

- (i) *There are four questions (20 marks each) in this paper, totalling 80 marks. Rest 20 marks are for viva-voce.*
  - (ii) *Test the macros created by you (wherever needed).*
  - (iii) *Write all the steps that you have performed in your answer-script.*
  - (iv) *Print the files, if required and possible, otherwise write partial data input and output in your answer-script.*
  - (v) *Make suitable assumptions, if any.*
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- 1. Perform the following tasks using MS-Word document : 20
  - (a) Write at least two paragraphs about any recent event, like election.
  - (b) Insert a table with at-least 3 columns giving any chronological details about your involvement in such events.
  - (c) Insert a picture/clip art in the document.
  - (d) Insert a footer and a header. The footer should have the date of examination and header should have "TEE practical Exam-2008 DEC"
  - (e) Demonstrate Autotext feature to enter IGNOU.
  
- 2. Perform the following tasks using MS-Windows : 20
  - (a) Check the errors on the disk.
  - (b) Change the system date to 01-01-2009 and then change it back.
  - (c) Add a new printer, it should NOT be the default printer.