

**BACHELOR IN COMPUTER APPLICATIONS (BCA)****Term-End Practical Examination**

02706

**December, 2008****CS-611P : COMPUTER FUNDAMENTALS AND  
PC SOFTWARE***Time allowed : 2 hours**Maximum Marks : 100  
(Weightage : 15%)***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 which 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.*

1. Perform the following tasks using MS-Word document : 20
  - (a) Write two paragraphs about the future of our country.
  - (b) Insert a table in the document that may highlight your contribution to your country growth (for every 10 years).
  - (c) Protect the document using a password.
  - (d) Insert a clip art in the document.
  - (e) Reformat the document in two columns.
  
2. Perform the following tasks using MS-Windows : 20
  - (a) Change the display settings of your display.
  - (b) Find the configuration of the system that you are using
  - (c) Interchange the functions of left and right buttons of the mouse.
  - (d) Run a command in DOS mode.
  - (e) Make a folder sharable.