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MLI-001

**POST GRADUATE DIPLOMA IN
LIBRARY AUTOMATION AND
NETWORKING (PGDLAN)**

Term-End Examination

December, 2025

MLI-001 : INTRODUCTION TO COMPUTERS

Time : 2 Hours

Maximum Marks : 50

Weightage : 40%

Note : (i) *Attempt all questions.*

(ii) *All questions carry equal marks.*

(iii) *Illustrate your answers with suitable examples and diagrams, wherever necessary.*

(iv) *Write relevant question number before writing the answer.*

1. Define the term 'Computer'. Discuss in detail the different features of a computer system.

Or

What do you mean by data communication ? Explain the Shannon-Weaver Model with a suitable diagram.

2. What do you mean by Operating System ? Discuss the various functions of an operating system.

Or

What do you mean by spreadsheet ? Explain its features.

3. Highlight the important features of MS-PowerPoint with suitable examples.

Or

Discuss the components of Linux operating system.

4. Explain the effects of information society on information professionals.

Or

What do you mean by MS-Access ? Discuss in detail its components and functions.

[3]

5. Write short notes on any *two* of the following
(in about **250** words each) :

- (a) Multitasking
- (b) Need of Library Automation
- (c) Web Browsers
- (d) Communication Software

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