

No. of Printed Pages : 4 **BCSL-013(SET-II)**

**BACHELOR OF COMPUTER
APPLICATIONS
(BCA-NEW)**

**Term-End Practical Examination
June, 2025**

**BCSL-013(SET-II) : COMPUTER BASICS AND
PC SOFTWARE LAB**

Time : 2 Hours

Maximum Marks : 100

Note : *There are **five** compulsory questions in this paper carrying 80 marks. Rest 20 marks are for viva-voce. All questions are compulsory.*

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1. (a) Execute the following Linux commands using appropriate parameters : 10
 - (i) man
 - (ii) who

(iii) mv

(iv) diff

(v) pwd

- (b) Create a new directory named 'TEE'. Copy a file into this directory. Show that file permissions of this copied file.

6

2. (a) Create one page document using a word processing software. Format this document in three column layout. The page should have a border with landscape orientation. The font of the text should be 12pt Arial. 10

- (b) Open a new document using a word processing software and enter the following equation in the document : 6

$$\sum_{j=n}^m (a_j \times b_{j-1}) + f(x_j)$$

3. Create four slides using PowerPoint or any other presentation software on the topic 'My

Experience of 1st Semester'. All the four slides should have proper heading and page number at the footer. At least one slide should have picture/clipart. You should use timer based slide transitions between the slides. 16

4. Create a spreadsheet for the following :

Fee Record of Students

Name of the Student	First Semester Fee	Second Semester Fee	Total Fee Paid
ABC	7,000	6,000	
CDE	8,000	7,000	
FGH	7,500	6,000	
IJK	7,010	6,500	

- (a) Create the spreadsheet with appropriate format, labels and data for the table given above. Enter the formula for calculation of Total Fee Paid. 10

- (b) Draw the bar chart showing Name and Total Fee Paid. The bar chart should have proper headings. 6
5. Perform the following tasks using any e-mail software : 16
- (a) Set a vacation message—"I am not in my office till 31st December, will reply on my return", in your e-mail ID.
- (b) Set a notification alert of arrival of a mail for your mailbox.

x x x x x