BCSL–013(Set-III)

BACHELOR OF COMPUTER APPLICATIONS (BCA-NEW)
Term-End Practical Examination
June, 2025

BCSL-013(Set-III) : COMPUTER BASICS AND PC SOFTWARE LAB

Time : 2 Hours   Maximum Marks : 100

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

1. (a) Execute the following Linux commands using appropriate parameters :   10

     (i)   uptime

     (ii) who

     (iii) cp

     (iv) cmp

     (v)   mkdir

(b) Create a new file 'TermExam.txt' containing the text 'Practical Examination dates one from January'. Create another link to this 'Term.Exam.txt' file. 6

2. (a) Create data consisting of name, phone and address of five organisations. Make a letter requesting them for a discussion meeting. Demonstrate the use of mailmerge feature of a word Processing Software/MS-Word to create individual letters for each of the organisations. 10

(b) Create a document using a word processing software and enter the following formula : 6

(i) $x^y \times y^z \times z^x$

(ii) $^nP_5$; where $n > 5$.

3. Create a presentation, using PowerPoint or any presentation software, on the topic

'Hardware and Software'. The presentation should consist of four slides. Each of the slide should have proper heading and slide notes. The slides should have timer based transition. One of these four slides should have a picture. 16

4. (a) Create a spreadsheet having the following data :

Student Name	Marks in 1st Semester Max. (100)	Marks in 2nd Semester Max. (100)	Marks in 3rd Semester Max. (100)	Marks in 4th Semester Max. (100)	Total Marks	% of Marks
ABC	75	60	85	80		
BCD	62	57	45	47		
EFG	39	47	75	64		

Create the worksheet using approximate format, labels and data as given above. Enter the formula for calculation of total marks and % of marks. 10

(b) Make a bar chart with appropriate headings showing student name and total marks. 6

5. (a) Write an e-mail to your study centre requesting the counselling schedule of the next month. Mark a copy of this e-mail to your RC and a blind carbon copy to yourself. You may assume the e-mail addresses.   8

    (b) Set up an alert on your desktop that notifies arrival of an e-mail in your mail account.   8

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