

No. of Printed Pages : 4 **BCSL-013(Set-IV)**

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

Term-End Practical Examination

June, 2025

**BCSL-013(Set-IV) : 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.*

1. (a) Execute the following Linux commands using appropriate parameters : 10
 - (i) man
 - (ii) cp
 - (iii) diff
 - (iv) cat
 - (v) rmdir

(b) Display the names of all the files in the home directory. Also, show the access rights of all the files. Explain the access rights of any *one* file. 6

2. (a) Use any Word Processing Software or MS-Word to create the following information in a document : 10

Bachelor of Computer Applications		
Total credit : 120		Dept : SOCIS
Number of courses : 30		Contact email : xyz @ ignou.ac.in
Course List		
Course Name	Course Code	Credit
Introduction to Computer	BCS-011	4
Basic Mathematics	BCS-012	4
Foundation Course in English	BCS-013	4
Some important activities :		
<ul style="list-style-type: none"> • Keep visiting IGNOU Website • Course material is available online 		

(b) On the second page of the document, insert the following formula : 6

(i) $h^2 = a^2 + b^2$

(ii) $x = y \sin \theta$ and $z = y \cos \theta$

3. Make a PowerPoint presentation on the topic 'Artificial Intelligence' consisting of four slides. You should add picture or audio file in one of the slide. All the slides should have proper headings and slide notes. The transitions between the slide should be timer based. 16

4. The following table shows the income and expenditure of a household in the last 3 years :

Year	2022	2023	2024
Income (in ₹)	1,00,000	1,50,000	2,00,000
Expenditure (in ₹)	1,25,000	1,30,000	1,50,000
Savings/Excess Expenses			

(a) Create the table using appropriate format, labels and data in a spreadsheet software. You should enter formula for calculating savings/excess expenses. 10

(b) Make a bar chart with proper headings between income and year. 6

5. Perform the following tasks using an e-mail software : 16

- (a) Add a contact in contact list.
- (b) Send mail to multiple person of a contact list.
- (c) Find the e-mail id of a contact in contact list.
- (d) Schedule a meeting.

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