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

# BACHELOR OF COMPUTER APPLICATIONS

## [BCA (REVISED)/(BCA-NEW)]

## Term-End Practical Examination

## June, 2026

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

*Time : 2 Hours* *Maximum Marks : 100*

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

1. (a) Execute the following Linux/Unix commands using appropriate parameters on Linux/Unix operating system : 10

   (i) who am i

   (ii) cp

(iii) rm

(iv) head

(v) cd

(b) Create a new file named 'teep.txt' containing the text 'Welcome to Term End Practical, December 2025.' Change the file permission of this file to read only by all users. 6

2. (a) Using a word processing software 'mail merge feature', demonstrate how can you make personalized letter of applications for different organisations using a letter and data source. You may create the data of only five organisations. Make and state suitable assumptions, if any. 10

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

(i) $(a^b \times b^c) \times (d^e \times f^a)$

(ii) ${}^5C_2 = 5!/(3! \times 2!)$

3. Create a presentation using MS PowerPoint or any other presentation software on the topic 'The Era of Networking'. The presentation should consist of four slides. Each of the slides should have proper heading and slide number. The slides should have timer based transition. One of these slides should contain a picture or a clipart. 16

4. (a) Create a worksheet using the approximate format, labels and data as given in the table given below. You should enter formula for computing the net-salary in each row of the table. 10

**Salary Table of Employees**

| Employee Name | Gross Salary (INR) | Deductions (INR) | Net Salary (INR) |
|---|---|---|---|
| ABC | 50,000 | 5,000 | |
| XYZ | 65,000 | 8,000 | |
| DEF | 90,000 | 8,000 | |

(b) Draw a bar chart with appropriate headings showing employee name and their net salary. 6

5. (a) Write an email to your regional centre to enquire about your viva dates. Mark a blind carbon copy of this email to your study centre, you may assume the email addresses. 8

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

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