

2. Write the steps to do the following :
 - (a) Transferring data from one application to another application.
 - (b) Appending the current time and date to the end of the document, every time when you open the document in Note Pad.
3. Write the step-by-step procedures to do the followings in paint :
 - (a) To stretch or skew an item.
 - (b) To change the size of a picture.
4. Write the procedures to create a Macro in Microsoft Word.
5. Write a note on the following (Power Point) :
 - (a) Inserting Movies and Sounds in a Slide.
 - (b) Inserting Chats in a Slide.

Register Number :

Name of the Candidate :

2 7 3 7

B.Sc. DEGREE EXAMINATION, 2008

(FASHION DESIGN)

(FIRST YEAR)

(PAPER - VII)

**107. INTRODUCTION TO
COMPUTERS – I**

(Common To Textile Design)

May]

[Time : 3 Hours

Maximum : 60 Marks

SECTION – A

I. Fill in the blanks : (5 × 2 = 10)

1. RAM stands for _____.
2. What is the short-cut key combination to open a menu _____
3. To display gridlines in paint brush, the zoom level should be greater than _____ percentage.

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4. _____ mouse button is used to select the background color in paint brush.

5. In word, a file is called as document. In excel, a file is called as spread sheet. In power point a file is called _____

II. State true or false : $(5 \times 1 = 5)$

1. A printer produces the soft copy of the output.

2. We have to type “Calculator” in the Start-Run command in order to launch calculator.

3. In Paint Brush, you can only enter text into an image when you are in normal view.

4. “Ctrl + }” is the short cut key to enlarge the selected text.

5. It is not possible to insert a table in a slide.

SECTION – B

III. Write short notes on any FIVE of the following : $(5 \times 3 = 15)$

1. Write the steps to switch-off the computer.

2. Write the difference between *language* and *package*.

3. Spot the location of calculator in *Start menu*.

4. How to set the default background and foreground colors in Paint Brush ?

5. How to change the color of an existing line in paint brush ?

6. What is the purpose of “Header and Footer” in a word document ?

7. Write the step involved in inserting a picture in a slide.

SECTION – C $(3 \times 10 = 30)$

IV. Answer any THREE questions.

All questions carry equal marks.

1. Write notes on the following :

(a) Input Devices.

(b) Output Devices.

(c) Storage Devices.

(d) RAM.

(e) ROM.

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