A.P.G.D.C.A./M. Sc. (Computer Sc.)/M.C.A.

1st Semester Examination, January– 2009

FOUNDATION COURSE IN IT AND MS-OFFICE

Paper–APGDCA-1

Time allowed : 3 hours]　　　　　　　[Maximum marks : 75

Note :　Attempt any *five* questions.

　　　　All questions carry equal marks.

1. (a)　What do you understand by an Operating System ? What are its major characteristics ? Also explain how does it act as a Resource Manager.

　 (b)　Define GUI and explain various common features and components of a good GUI.

　 (c)　What are Character Codes ? Discuss various types of Character Codes along with their relevance.

2. (a)　What are the hardware and software requirement for MS-Excel ?

　 (b)　What is Cross-reference feature in MS-Word ? Explain its usage.

　 (c)　How many types of graphs can be generated in MS-Excel ? How do you achieve the same ? Illustrate.

(b) How the following are accomplished in MS-Access ?

   (i) Creating of Reports

   (ii) Creating of Forms and Customizing Forms

   (iii) Importing and Exporting of data

   (iv) Creating Pivot Tables.

6. (a) What is Boolean Algebra ? Explain its usefulness.

  (b) Why Binary Number System is followed in Digital Computers ? Explain.

  (c) Differentiate between the following :

   (i) Virtual Memory and Cache Memory

   (ii) Impact and Non-impact Printers

   (iii) Computer and Human Beings.

7. (a) What is a Digital Computer ? State the criteria for classification of Digital Computers and also explain the working of a Digital Computer through its block diagram.

  (b) Find out the values of X, Y and Z in the following :

$$(C5B3.F2)_{16} = (X)_8 = (Y)_{10} = (Z)_2$$

             P.T.O.

(2)

3. (a) What is a bookmark ? What is its use and how the same is created ? Explain.

   (b) Explain the purpose of following options in MS-Excel :

   (i) Auto Correct

   (ii) Auditing

   (iii) Goal Seek

   (iv) Add-In

   (v) Auto Format.

   (c) What is MS-Access ? Enumerate its major and salient features.

4. (a) What are major capabilities of MS-Word ? Illustrate.

   (b) What for MS-PowerPoint is meant ? List all the major capabilities of MS-PowerPoint and elaborate each of these briefly.

5. (a) What are presentation tools ? How a slide presentation can be customized in MS-PowerPoint ? Explain.

(b)   Write a program in C to convert a decimal number into its binary equivalent.

5   (a)   What is a stack ? What are its applications ? Explain briefly.

(b)   Write a short note on ISAM.

6.   (a)   What are linked lists ? How these are useful in programming ? Explain with suitable C codes.

(b)   Write a program in C language to implement merge sort algorithm.

7.   (a)   What is tree-traversal ? How is it useful ? Write a program in C language to implement inorder tree traversal.

(b)   Define Hashing. Explain *two* hashing techniques briefly.

8.   Write short notes on the following :

(i)   Heap Sort

(ii)   Multilists

(iii) Time and space complexity of algorithms.