NA—40—2022

FACULTY OF COMMERCE

B.Com. (First Year) (First Semester) EXAMINATION

MAY/JUNE, 2022

(New Course)

COMPUTER APPLICATION

Paper (UGCVC-CA-I)

(Basic of Computer and Office Automation)

(Saturday, 4-6-2022)   **Time : 9.30 a.m. to 1.15 p.m.**

Time— 3.45 *Hours*   *Maximum Marks—*75

N.B. :— (i) Attempt *All* questions.

    (ii) *First* question is compulsory.

1. Define Computer. Explain basic structure of computer with four input, output and storage devices.   20

2. (a) What is DOS ? Explain Internal and External Command with examples.   15

Or

(b) What is number system ? Explain different number system with their conversions.

3. (a) What is cell ? Describe format cell in detail.   15

Or

(b) Explain memory and their types of memory with examples.

4. (a) What is Word Processor ? Explain opening screen elements of MS-Word.   15

Or

(b) Describe generations of computer in detail.

P.T.O.

5. Write short notes on (any *two*) : 10

   (*a*)   Window O.S.

   (*b*)   Spell and Grammar

   (*c*)   Formulas and Function

   (*d*)   Computer Languages.