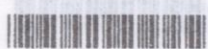


GOA UNIVERSITY
G.R. KARE COLLEGE OF LAW
LL.B.(HONS) SEM III
COMPUTER APPLICATION – I

APRIL 2012,
OCT 2011,
April 2011,
Oct 2010,
APRIL 2010,
OCT 2009,
APRIL 2009,
OCT 2008(P),
APRIL 2008,
OCT 2007 (P),
APRIL 2007 (P),
OCT 2006 (P),
APRIL 2006 (P),
OCT 2005 (P),
APRIL 2005 (P),
APRIL 2004 (P),
OCT 2003 (P),
APRIL 2003 (P)



16/4/2012

LL.B. (Hons.) (Semester – III) Examination, April 2012
COMPUTER APPLICATIONS – I

Duration : 3 Hours

Total Marks : 75

- Instructions :** 1) Attempt all questions.
2) Make necessary assumptions wherever required.
3) Figures to the **right** indicate full marks.
4) Answer the questions in the **same** sequence.

1. a) Explain briefly the basic block diagram of a computer. 5
- b) What are the responsibilities of an operating system ? 4
- OR
- b) Write a short note on computer hardware and software. 4
- c) Explain the following terms : 4
 - i) Computer memory
 - ii) Computer networks.
2. a) Give the DOS commands to perform the following functions : 4
 - i) To delete a file.
 - ii) To rename a file.
 - iii) Display all files having the extension name 'COM' from the root directory of drive C.
 - iv) To display the current date on the system prompt.
- b) What are internal and external commands in DOS ? Give atleast 4 examples of each. 5
- c) Explain any 2 folders of the windows operating system. 4
3. a) Write short note with respect to MS Word (**any 1**) : 4
 - i) Mail merge
 - ii) Find and replace text.
- b) Write a short note on formatting paragraphs with respect to MS Word. 4
- c) What are templates and wizards in MS Word ? How useful are they in creating documents ? 4



4. a) Give the Excel built-in functions to do the following : 4
- i) Calculate absolute value of a number.
 - ii) Calculate square root of a number.
 - iii) Calculate modulus of two values.
 - iv) Count the number of non-blank numeric cells in a list.
- b) Discuss briefly the various chart options available. 4
- c) Explain the commonly used numeric formats of MS Excel. 4
5. a) Write a short note on the different Powerpoint views. 5
- b) How helpful in MS Powerpoint in creating attractive and effective presentations. 4
- c) Explain the advantages of using : 4
- i) Design templates.
 - ii) Auto content wizard.
6. a) Give full forms of : 4
- i) URL
 - ii) HTTP
 - iii) WWW
 - iv) DNS.
- b) What are search engines ? List the most popular ones. 4
- c) Discuss briefly **any 2** : 4
- i) Web chat
 - ii) Social networking websites.
 - iii) Web browsers.

20/10/11
(Thursday)

B - 463

(Pages : 02)



TNY - 108

[Total No. of Questions : 6]

LL.B. (Hons.) (Semester - III) Examination, October - 2011
COMPUTER APPLICATIONS - I

Duration : 3 Hours

Total Marks : 75

- Instructions :*
- 1) Attempt all questions.
 - 2) Make necessary assumptions wherever required.
 - 3) Figures to the right indicate full marks.
 - 4) Answer the questions in the same sequence.

SECTION - I

Q1) a) Discuss briefly the different generations of a computer. [4]

OR

b) Write a short note on the storage unit of a computer. [4]

b) What is an operating system? List popular operating systems for PC's. [5]

c) Explain briefly the classifications of computer languages. [4]

Q2) a) Explain the following DOS commands (any 3) : [3]

- i) XCOPY
- ii) RD
- iii) ATTRIB
- iv) PROMPT
- v) CHDIR

b) List and explain the advantages of MS WINDOWS over DOS. [4]

c) Explain briefly with respect to MS Windows : [6]

- i) Managing multiple windows
- ii) Control Panel.

Q3) a) What are tabs? Explain it's different types? [4]

b) Explain the terms – Auto Correct, Auto Text and Auto Complete with respect to MS Word. [4]

c) Explain the following features of MS-Word (any 2) : [4]

- i) Headers and Footers.
- ii) Superscript and Subscript.
- iii) WORDART.

P.T.O.

SECTION - II

Q4) a) Write a short note on inserting charts in MS Excel. [4]

OR

What are Macros? How do you create and use them? [4]

b) List and explain any 2 statistical and mathematical functions in MS Excel. [4]

c) Write a short note on entering dates in an Excel worksheet. [4]

Q5) a) Write a short note on slide masters w.r.t. MS Powerpoint. [6]

b) Discuss briefly on any 2 : [6]

i) Slide Transitions.

ii) Handouts and Notes.

iii) Pack and Go Wizard.

c) Explain the different ways available to create a presentation in MS Powerpoint. [3]

Q6) Write short notes on any 3 : [12]

a) Web Browsers.

b) Internet - It's Advantages and Disadvantages.

c) E Mails.

d) E-Commerce.

e) Cyber laws & Crimes.

G - 206

(Pages : 02)



TNY - 108

[Total No. of Questions : 6]

LL.B. (Hons.) (Semester - III) Examination, April/May 2011
COMPUTER APPLICATIONS - I

Duration : 3 Hours

Total Marks : 75

- Instructions :**
- 1) Attempt all questions.
 - 2) Make necessary assumptions wherever required.
 - 3) Figures to the right indicate full marks.
 - 4) Answer the questions in the same sequence.

SECTION - I

- Q1)**
- a) Write a short note on any 2 input and any 2 output devices. [4]
 - b) What is an operating system? Explain some of its functions. [5]

OR

Explain briefly the different computer languages. [5]

- c) Give full forms of the following : [4]
- i) CPU.
 - ii) CD - ROM.
 - iii) MAN.
 - iv) GUI.

- Q2)**
- a) Explain any three accessories of the windows operating system. [3]
 - b) Explain the following DOS commands (any 3) : [6]
 - i) CD
 - ii) TYPE
 - iii) DISKCOMP
 - iv) TREE
 - v) FORMAT
 - vi) MKDIR
 - c) Explain the different components of a typical window. [4]

- Q3)**
- a) Write a short note on formatting text with respect to MS - Word. [4]
 - b) Explain the spelling and grammar check feature of MS - Word. [4]

P.T.O.

- Q9) What are the various sources of domestic resource mobilization? [8]
- Q10) Explain the various 'Canons of Taxation'? [8]
- Q11) Explain how a Central Bank controls credit creation in an economy. [8]
- Q12) Assess the role of IMF. [8]
- Q13) Give your arguments to support a labour intensive policy for India. [8]
- Q14) What is the role of deficit financing in a developing economy. [8]

SECTION - II

- Q8) Write short notes on any two : [5]
 - a) Characteristics of Taxes.
 - b) Special Drawing Rights of IMF.
 - c) Rural Money markets.



TNY - 108

LL.B. (Hons.) (Semester - III) Examination, October 2010
COMPUTER APPLICATION - I

Duration : 3 Hours

Total Marks : 75

- Instructions :**
- Attempt **all** questions.
 - Make necessary assumptions **wherever** required.
 - Figures to the **right** indicate marks.
 - Answer the questions in the **same** sequence.

SECTION - I

- Explain the basic block diagram of a computer along with its different components. **5**
 - List and explain briefly the different types of networks. **3**

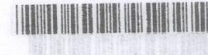
OR

 - What are compilers and interpreters ? Explain the basic difference between them. **3**
 - What is an operating system ? Give examples of different operating system. **3**
 - State **true** or **false** and justify : **2**
 - The secondary memory is faster than primary memory.
 - The control unit is responsible for all arithmetic calculations and logical comparisons.

 - Explain the following DOS commands (**any 3**) : **6**
 - DIR
 - RMDIR
 - TYPE
 - PROMPT
 - Explain any two folders of the windows operating system. **4**
 - Explain the types of DOS commands with examples. **3**
 - List and explain any four formatting effects that can be applied on text in MS-Word. **2**
 - Write a short note on finding text in MS-Word. **5**

OR

P.T.O.



- b) Write a short note on the different page setup options in MS-Word. 5
- c) Explain the mail merge feature of MS-Word. 5

SECTION - II

- 4. a) Explain the components of an Excel window. 5
- b) Discuss briefly any 3 number formats of MS-Excel. 3

OR

- b) Give 3 examples each of mathematical and statistical functions. 3
- c) Explain the different application areas of MS-Excel. 4

- 5. a) Explain the use of auto content wizard in MS-Power point. 4
- b) Explain briefly (any 2): 4

- i) Slide master
- ii) Handouts
- iii) Slide transitions.

- c) Write a short note on the different power point views. 4

- 6. a) List and explain a few advantages and disadvantages of internet. 5

- b) Give full form of the following (any 3): 3

- i) HTML
- ii) URL
- iii) HTTP
- iv) WWW
- v) Wi-Fi.

- c) Write a short note on e-mail. 5

OR



06/04/2010

TNY-108

LL.B. (Hons.) Semester – III Examination, April 2010
COMPUTER APPLICATION – I

Duration : 3 Hours

Total Marks : 75

- Instructions:** i) Attempt *all* questions.
ii) Make necessary assumptions wherever required.
iii) Figures to the **right** indicate marks.
iv) Answer the questions in the **same** sequence.

SECTION – I

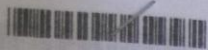
1. a) Explain the different characteristics of a computer. **3**
 - b) What is a software ? Explain the different types of softwares. **5**
 - c) What is a CPU ? What does it consist of ? **3**
- OR
- c) Which are the 3 categories of computer languages ? **3**
 - d) Give full form of the following : **2**
i) MAN ii) ALU iii) VDU iv) RAM
2. a) What is an operating system ? Explain any 3 functions of an operating system. **4**
 - b) Explain the following DOS commands (**any 3**). **6**
i) COPY CON ii) DIR iii) TREE iv) CD
 - c) Give any 3 advantages of the Windows Operating System over DOS. **3**
3. a) Discuss the different ways of aligning paragraphs in MS Word. **2**
 - b) Explain the spell check feature in MS Word. **5**
- OR
- b) Write a short note on paragraph formatting with respect to MS Word. **5**
 - c) Explain the different components of the MS Word window. **5**

P.T.O.



SECTION - II

4. a) Explain the different steps to insert charts in a worksheet. 3
- OR
- a) Discuss briefly the 3 different addressing modes. 3
- b) List a few advantages of using an electronic worksheet. 5
- c) How will you insert and delete rows and columns in MS Excel ? 4
5. a) Explain the advantages of using masters to create presentations. Which are the different masters available ? 4
- b) What is slide transition ? How will you set it ? 4
- c) Explain the use of the pack and go wizard in MS Powerpoint. 4
- OR
- c) Explain the use of design templates. 4
6. a) What is a web browser ? Give examples. 3
- b) What are the advantages of E-commerce ? 3
- c) Discuss the steps to send an E-mail through the Internet. 4
- d) Explain the use of search engines. 3
- OR
- d) Write a short note on Web Chat. 3
- OR
- b) Write a short note on paragraph formatting with respect to MS Word. 2
- c) Explain the different components of the MS Word window. 2



23/10/09

TNY - 108

LL.B. (HONS.) (Semester - III) Examination, October 2009

COMPUTER APPLICATION - I

Duration: 3 Hours

Total Marks: 75

- Instructions:**
- i) Attempt all questions.
 - ii) Make necessary assumptions wherever required.
 - iii) Figures to the right indicate marks.
 - iv) Answer the questions in same sequence.

SECTION - I

1. a) Explain the basic block diagram of a computer. 5
 - b) Explain the function of ALU. 2
- OR
- b) Explain any 2 input or 2 output devices. 2
 - c) Explain briefly the types of networks. 3
 - d) Differentiate between primary and secondary memory giving examples. 3
2. a) Give the DOS commands to do the following :
 - i) To create a directory
 - ii) To create a duplicate floppy disk
 - iii) To see contents of a file. 3
 - b) Give any 4 features of the word processor available in windows operating system. 4
- OR
- b) Explain any 2 folders of windows operating system. 4
 - c) What is DOS ? Explain the difference between internal and external commands giving example. 6
3. a) Which are the different types of tabs ? How do you insert them ? 6
 - b) Explain the different formatting that can be done on text MS-Word. 3

P.T.O.



c) In MS Word which are the different options available to find words. 3

OR

c) Which different margins can be set in MS-Word. 3

SECTION - II

4. a) Explain the organization of the worksheet area in MS-Excel. 4

b) Discuss any 4 formatting that can be done numbers in MS-Excel. 4

c) Explain any 2 mathematical and 2 statistical functions. 4

OR

c) Which are the different types of charts available in MS Excel. 4

5. a) Which are the different ways to create a presentation in MS Powerpoint. 4

b) Explain the different powerpoint views. 4

c) What are handouts ? Explain the use of handout master. 4

OR

c) List the different types of presentations that can be made with MS-Powerpoint. 4

a) Write a short note on ecommerce. 4

b) Explain the structure of an email address. 3

c) What are search engines ? Give examples. 3

d) Write a short note on webbrowsers. 3

OR

d) List a few applications of the Internet. 3

07/04/09

TNY - 108



LL.B. (Hons.) Semester - III Examination, April 2009

COMPUTER APPLICATION - I

Duration: 3 Hours

Total Marks: 75

- Instructions:**
- Attempt all questions.
 - Make necessary assumptions whenever required.
 - Figures to the right indicate marks.
 - Answer the questions in the same sequence.

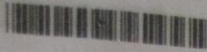
SECTION - I

- Draw a block diagram of a computer hardware system and explain the function of different components. 5
 - Differentiate between primary memory and secondary memory giving examples. 3
 - Which hard disk will be able to store more information ? Justify your answer :
 - 24 MB
 - 2400 KB
 - 24 GB
 - 240 MB 2
 - Give 3 examples each of input devices and output devices. 3
 - Give a standard latest Desktop PC configuration. 3
- Explain the following DOS commands (any two) :
 - RENAME
 - RMDIR
 - DISKCOPY
 - DEL 4
 - Discuss in brief any three start menu items in windows OS. 3
 - Explain the functionalities of any three options available in the control panel of windows operating system. 6
- Your college is organizing an International Conference on Law. Assume that the task of preparing the conference brochure consisting of text and graphics is given to you. With the help of tools discuss how you will design it in MS-Word. 4

P.T.O.



- b) With respect to MS-Word explain the following (any two) : 6
- i) Paragraph formatting
 - ii) Page formatting
 - iii) Borders and Shading.
- c) Give an example to demonstrate the usage of headers and footers in MS-Word. 2
- SECTION - II**
4. a) Explain Auto Sum features of Excel with an example. 2
- b) Differentiate between relative and absolute cell address in a spreadsheet. Explain the need for these two types of cell addresses. 3
- OR**
- b) What is the significance of charts in MS-Excel ? 3
- c) Give an example to demonstrate the advantages of using MS-Excel for an inventory system. 4
- d) A school prepares attendance sheet of its students class wise. The names of the students are entered randomly. It is required that the roll numbers are assigned in alphabetical order. Explain how this can be achieved in MS-Excel. 3
5. a) "The modern teaching aid using computer and communication technology is replacing the conventional chalk and duster teaching method". Give your comments on the above statement. 4
- b) What is slide layout ? Give an example and explain. 4
- OR**
- b) Explain Movies and Sounds option with respect to MS-PowerPoint. 4
- c) How do you set the background of a slide in MS-PowerPoint ? 4
6. a) With 2 examples, write a short note on Search Engine. 4
- b) How will you connect two computers in an office ? 3
- OR**
- b) What are the different options available to avail internet connectivity ? 3
- c) What are the advantages of E-commerce ? 3
- d) Explain the structure of an email address. 3



25/10/08
TNY - 108

LL.B. (Hons.) Semester - III Examination, October 2008
COMPUTER APPLICATION - I

Duration : 3 Hours

Max. Marks : 75

- Instructions :**
- i) Attempt all questions.
 - ii) Make necessary assumptions whenever required.
 - iii) Figures to the right indicate marks.
 - iv) Answer the questions in the same sequence.

SECTION - I

1. a) Differentiate between RAM and ROM. Explain the use of a Pen Drive. 4
- OR
- a) Explain one input devices and one output devices. 4
- b) Which of the following upgrade will make the most difference in computer performance ? Justify your answer.
- i) Video card
 - ii) Hard drive
 - iii) Memory
 - iv) Power supply. 3
- c) Categorize the following Software into System Software and Application Software :
- i) Manupatra
 - ii) Interpreter
 - iii) Windows
 - iv) Open office
 - v) Tally
 - vi) Netscape Navigator. 3
- d) What standard Desktop PC configuration would you recommend for a lawyers office ? 3

P.T.O.



2. a) Explain the following DOS commands (any 3) :
- i) RMDIR
 - ii) DISKCOPY
 - iii) FDISK
 - iv) COPY.

b) What are Desktop Icons ? Describe any 4 default MS windows desktop icons. 3

c) What do you mean by customizing the user interface ? Give an example. 4

d) Write short note on Disk Fragmentation. 3

3. a) Adv. Nimisha maintains the month-wise details of the payments made by various clients in tables using MS-Word. What operations can Adv. Nimisha perform on the tables ? 4

b) With respect to MS-Word explain the following (any 3) : 6

i) Bullets and numbering

ii) Insert symbol

iii) Change case

iv) Borders and shading.

c) Explain the usage of ruler in MS-Word. 2

SECTION - II

4. a) What is a worksheet ? How many sheets are present in a workbook by default and what are the default names ? How will you rename a worksheet ? 3

b) A public school decides to prepare exam results using MS-Excel. What are the advantages ? 3

c) With respect to MS-Excel, explain (any three) :

i) Cell formatting

ii) Row formatting

iii) Sheet formatting

iv) Page break.



- 5. a) Saanya has prepared a slide show in MS-Power Point for her brothers birthday. Help Saanya to set up custom animation in her slide show. 4
- b) What is the role played by a master in MS-Power Point ? Differentiate between slide master and handout master. 4
- c) Name the different slide views available in MS-Power Point and differentiate between any two slide views. 4

OR

- c) How will you achieve the following in MS-Power Point ?
 - i) Inserting slides from file
 - ii) Inserting a duplicate slide. 4
- 6. a) With respect to Internet explain the following (**any three**) :
 - i) Browser
 - ii) IP address
 - iii) WWW
 - iv) HTML. 6
- b) Define an URL. Name any 2 internet service providers. Give a sample E-mail-Address and explain the various components in it. 4
- c) What do you mean by E-commerce ? What are its advantages ? 3



LL.B. (Hons.) (Semester - III) Examination, 2008
COMPUTER APPLICATIONS - I

Duration: 3 Hours

Max. Marks: 75

- Instructions:** i) Attempt *all* questions.
ii) Make necessary assumptions *whenever* required.
iii) Figures to the **right** indicate marks.
iv) Answer the questions in the *same* sequence.

SECTION - I

1. a) Differentiate between hardware and software and explain the different types of software. 5
- b) Define the following terms : 6
- i) Icon ii) Menu bar iii) tool bar
- c) A Computer port is used to communicate with other Computer peripherals, state true or false with proper justification. 2
- OR
- c) Arrange the following processors in increasing order of computing speed. 2
- i) P II 600 MHz ii) P III 600 MHz
iii) Pentium 600 MHz iv) 486 Turbo
2. a) List any three operating systems and explain the features of any one operating system. 5
- b) Explain the following DOS commands 3
- i) MD ii) COPY iii) CD
- OR
- b) Adv. Jack while working with Windows XP on his machine in the office suddenly noticed that his mouse attached to the PC is not working. He had to urgently modify and print some documents saved in his PC. Please provide help to Adv. Jack to do the above task. 3
- c) Windows control panel is used to manage files and folders. State true or false with proper justification. 2



3. a) W.r.t. MS-Word explain the following : 3
- i) Page numbering
 - ii) Standard tool bar
 - iii) Spell-check and grammar.

- b) Discuss the difference between “save” and “Save As”. 1
- c) What is Autotext ? How do you make use of Autotext ? 5
- d) Deleted items are moved to dustbin. State true or false with proper justification. 1

SECTION – II

4. a) What are charts in MS-Excel ? Discuss the steps involved in creating a chart in MS-Excel. 5
- b) Name and explain any two statistical functions used in MS-Excel. 4
 - c) A school in the city which is recently computerised has decided to print the students marksheets using MS-Excel. Comment on the advantages and disadvantages. 6

5. a) With respect to MS-Powerpoint explain i) Powerpoint views
ii) Slide transition 6
- b) What different options are available to set the background of a presentation in MS-Powerpoint ? 5
 - c) What is a search engine ? List any three search engines. 4

6. a) Differentiate between web mail and web chart. 5
- b) What is the Internet ? How does one connect to the Internet ? Mention some of the browsers you are familiar with. 6
 - c) What is the general make up of a web page ? 1

LL.B. (Hons.) (Semester – III) Examination, October 2007

COMPUTER APPLICATIONS – I

Duration : 3 Hours

Total Marks : 75

- Instructions:** i) Attempt all questions.
ii) Make necessary assumptions wherever required.
iii) Figures to right indicate marks.
iv) Answer the questions in the same sequence.

SECTION – I

1. a) List 2 input and 2 output devices and discuss briefly the use of one input and one output device. 5
- b) Explain one upgrade that will make the most difference in computer performance. 2
- c) With respect to computer, what is the purpose of Arithmetic and Logic Unit (ALU)? 2
- d) Why is windows operating system more popular than DOS? 5
2. a) Sameer a school student wants to draw a colourful drawing for his school assignment using windows operating system on his computer. Help Sameer to choose the appropriate utility and explain why. 5
- b) List and state the functionalities of any three options available in the control panel of windows operating system. 6
- c) Explain the following DOS commands : (i) Dir /P (ii) CD. 2
3. a) With respect to MS-Word explain (i) Paragraph formatting (ii) Page formatting. 6
- b) Give different options for searching a file on a PC with windows operating system. 2
- c) What is autotext? Write a short note of tables w.r.t. MS-Word. 5

P.T.O.

SECTION - II

4. a) Consider the following functions in MS-Excel.

i) $= A1 + A2 + A3 + A4$

ii) $= (A1 + A2) + (A3 + A4)$

iii) $= \text{SUM} (A1 : A4)$

iv) $A1 + (A2 + A3 + A4)$

Comment on the output of the above functions.

b) With an appropriate example, discuss the advantages of using formulas in Excel.

c) Explain the following with respect to MS-Excel :

i) Inserting page numbers.

ii) Printing selective pages.

iii) Merging cells.

iv) Inserting odd numbers in the range 0 to 100 in a column.

5. a) W.r.t. MS-Powerpoint explain :

i) Custom animation.

ii) Slide layout.

iii) Linking to other presentation / slide.

b) What different options are available to set the background of a presentation in MS-Powerpoint.

6. a) Consider the following 2 websites (i) www.yahoo.com (ii) www.goa.bsnl.co.in.
Comment on the extensions of the above 2 websites.

b) What Internet connectivity would you prefer for the following setups ? Justify.

i) Single user at home.

ii) A company with 15 computers.

iii) An university campus with 500 computers.

c) List any two search engines and explain the advantages of search engines.

April-07

TNY - 108

LL.B. (Hons.) (Sem. - III) Examination, 2007

COMPUTER APPLICATIONS - I

Duration : 3 Hours

Total Marks: 75

- Instructions :** 1) Attempt all questions.
2) Figures to the right indicate marks.

SECTION - I

- 5
4
1. A) Define Hardware and Software. 5
B) What is an Operating system ? Explain the difference between Windows and DOS operating system. 5
C) How do you use task bar to open many windows at the same time ? What is a Desktop ? 5
- 6
2. A) Differentiate between primary memory and secondary memory of a computer. 6
B) Explain the following DOS commands : 5
i) XCOPY
ii) MD
iii) PROMPT
SECTION - II
C) How do you use a calculator in Windows ? 4
3. A) What are charts in Excel ? Explain the steps involved in creating a chart in Excel. 5
B) Explain any three logical functions. 3

P.T.O.

SECTION - II

4. A) What is a Dropcap ? How do you apply it ? How do you apply line spacing for your document ?
B) What is autotext ? How do you make use of Autotext ?
C) What is a Portrait and a Landscape ?
5. A) How do you add and delete slides in a power point presentation ?
B) What is meant by slide show and custom animation ?
6. A) Write short notes on the following :
 - a) Search Engines
 - b) Web-chartB) Explain HTML and HTML tags.

LL.B. (Hons.) Semester - III Examination, October 2006
COMPUTER APPLICATIONS - I

Duration : 3 Hours

Max. Marks : 75

Instructions : i) Attempt all questions.

ii) Figures to the right indicate full marks.

SECTION - I

1. A) What is an operating system ? Explain the difference between Windows and DOS operating system. 5
- B) Explain various parts of the computer. 5
- C) Explain the following DOS commands 5
 - i) Del
 - ii) XCOPY
 - iii) FORMAT
2. A) What is a desktop in a Windows Operating System ? Explain any two properties of the desktop. 6
- B) Explain any three text functions in MS-Excel. 5
- C) How do you group and ungroup different work sheets ? What is the use of grouping ? 4
3. A) Explain any one of the utility from the following :
 - i) Paint
 - ii) Calculator
 4
- B) Discuss the absolute cell addressing and relative cell addressing. 4

SECTION - II

4. A) What is Auto Correct in MS-WORD ? Explain. 5
- B) What is a Hyper link ? How do you insert a Hyper link in MS-word ? 5
- C) Explain how to customize the tool bars. How do you apply Bullets and numbers for your document ? 5
5. A) What is a Master Slide ? How do you prepare a slide that differs from the Master Slide ? 4
- B) What is meant by slide show and custom animation. 6
6. A) Write a short notes on the following : 8
 - i) E-Commerce
 - ii) Web-Chat
- B) Explain Dial-up Connection and Direct Connection. 4

LL.B. (Hons.) Sem. - III Degree Examination, 2006
 COMPUTER APPLICATIONS - I

Time: 3 Hours

Max. Marks: 75

- Instructions :** 1) Attempt all questions.
 2) Figures to the right indicate marks.

SECTION - I

1. A) What is an operating system ? Give the difference between Windows and DOS operating system. 5
- B) Explain the various parts of a computer. 5
- C) Explain the following DOS commands : 5
 - i) Rename
 - ii) Del
 - iii) Prompt
2. A) Explain the use of a mouse in Windows operating system. 6
- B) Windows can run several tasks simultaneously. Comment. 5
- C) Explain the Notepad utility in Windows. 4
3. A) What are charts in Excel ? Explain the steps involved in creating a chart in Excel. 5
- B) Explain how a formula is entered in Excel. 3

SECTION - II

4. A) Write a note on character formatting. 5
- B) Explain the use of Word-Art in a Word document. 5
- C) What is print preview ? Explain the printing feature of Word. 5
5. A) What is Internet ? Explain how do you access Internet. 4
- B) Write a note on the following : 8
 - i) E-Commerce
 - ii) Search Engines
6. A) List the various steps to send an E-mail. 4
- B) Explain the following with respect to Powerpoint. 6
 - i) Use of Clip Art
 - ii) Animation.

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22/10/05

S.Y. LL.B. (Hons.) Sem. III Examination October 2005
COMPUTER APPLICATIONS - I

Time : 3 Hrs.

Max. Marks : 75

INSTRUCTIONS :

1. Attempt all questions.
2. Figures to the right indicate marks.

SECTION-I

- Q.1. (A) What is an operating system? Give the difference between DOS and windows operating system. (5)
- (B) Explain the various parts of the computer. (5)
- (C) What are internal and external DOS Command Explain any one external DOS command. (5)
- Q.2. (A) What is a desktop in a windows operating system? Explain any two properties of the desktop. (6)
- (B) Write a note on Recycle Bin. (5)
- (C) Explain any one of the utility from the following : (4)
- (i) Paint (ii) Calculator.
- Q.3. (A) Explain the following function with respect to Excel. (4)
- (i) Sum (ii) Average (iii) Count (iv) max.
- (B) Discuss the absolute cell addressing and relative cell addressing in Excel (4)

SECTION-II

- Q.4. (A) Explain the spelling and grammar checking and Thesaurus in word. (5)
- (B) Write a note on tabs in word. (5)
- (C) Explain : (5)
- (i) Paragraph formatting (ii) Page formatting.
- Q.5. (A) What is E-Commerce? Explain the various types of E-Commerce. (4)
- (B) Write a note on the following : (8)
- (i) Search Engines (ii) Web Chat.
- Q.6. (A) List the various steps to send an E-mail. (4)
- (B) Explain the following with respect to PowerPoint: (6)
- (i) Slide show (ii) Slide Transition.

COMPUTER APPLICATIONS - I

Time : 3 hrs

Max Marks : 75

INSTRUCTIONS

- (1) Attempt all questions
- (2) Figures to the right indicate marks

SECTION I

- Q1A. What is an operating system? Mention some of its functions and give example. (5)
- Q1B. Explain the various parts of a computer. (5)
- Q1C. Explain the following commands in DOS (5)
(i) DIR (ii) TREE (iii) MD
- Q2A. Describe the features of the Windows operating system. (6)
- Q2B. Write a note on (any one) (i) Recycle Bin (ii) Windows Explorer (5)
- Q2C. Give the limitations of (any one) (i) Notepad (ii) WordPad. (4)
- Q3A. Explain the steps to create charts in Ms Excel. (4)
- Q3B. Explain the different cell addressing modes present in Excel. (4)

SECTION II

- Q4A. Explain the following options with respect to MS WORD (5)
(i) Drop cap option (ii) change case option with its variations
- Q4B. How do you set the margins for a page in MS WORD? (5)
- Q4C. Explain (i) Paragraph formatting (ii) Character formatting (5)
- Q5A. Write a short notes on (i) Creation of a Web Page (ii) steps to send a email. (8)
- Q5B. In Powerpoint, State the uses of (i) slide sorter view (ii) Slide transitions (4)
- Q6A. What are the advantages and disadvantages of E-Commerce (6)
- Q6B. Write a note on Internet browsers (4)

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(2)

S.Y. LL.B. (Hons.) Sem. III Exam. April 2004
COMPUTER APPLICATION - I

Time: 3 Hrs.

Max.Marks:75

INSTRUCTIONS:

1. Section I and II to be answered separately.
2. Attempt all questions.
3. Figures to the right indicate marks.

SECTION - I

- Q.1/ a) Explain in brief the anatomy of a computer. (5)
b) What are the functions of an operating system? (5)
c) Explain any two DOS external commands with their specific purpose. (5)
- Q.2 a) Explain the Recycle Bin in window 95. (6)
b) How do you set time and date in windows 95. (3)
c) Explain the various mouse buttons and their uses. Also explain the drag and drop feature. (6)
- Q.3. a) Explain any four mathematical function in Excel. (4)
b) Give an account of the different ways possible in Excel to present your data informatively. (4)

SECTION - II

- Q.4. A) Write short notes on with respect to MS Word. (6)
(i) Spelling and grammar check
(ii) Creation and use of Hyperlink
B) Explain the following features with respect to MS WORD. (4)
(i) Header and footer (ii) Alignment of text.
c) Explain Print Preview option in MS Word. (5)
- Q.5/ a) Write short notes on any two. (6)
(i) Modem (ii) Web browsers (iii) Home page.
b) State the advantage and disadvantages of E - Commerce. (4)
- Q.6. A) Explain the different views available in Power Point. (6)
B) Draw and explain the compose mail window. (6)
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S.Y. LL.B. (HONS.) SEM.III EXAMINATION OCTOBER 2003
COMPUTER APPLICATION -I

23

3 hrs.

Max.Marks: 75

INSTRUCTIONS:

- 1) Section I and II to be answered separately
- 2) Attempt all questions.
- 3) Figures to the right indicate marks.

SECTION - I

I(A) What do you mean by software ?. Explain the different types of software. (5)

I(B) Write a note on the central processing unit. (5)

I(C) Explain the following DOS Commands. (5)

- (1) X COPY (2) COPY (3) CD

Q.II(A) Explain Windows Explorer in windows 95. (6)

Q.II(B) How do you use a calculator in windows 95. (3)

Q.II(C) Explain Desktop, icons and taskbar (6)

Q.III(A) Explain use of a chart wizard in Excel. (4)

Q.III(B) What are different cell addressing modes in Excel. (4)

SECTION - II

Q.IV(A) Write notes on the following with respect to ms word. (6)

- (i) Find and replace words.
- (ii) Footnotes and End notes.

Q.IV(B) Explain the following features with respect to ms word. (4)

- (i) Bullets and Numbering
- (ii) Page breaks and page number.

Q.IV(C) Explain Print file option in ms word. (5)

Q.V(A) Write short notes on (ANY TWO) (5)

- (i) Search Engines (ii) Domain Names (iii) Modem

Q.V(B) What are the advantages & disadvantages of using Internet. (5)

Q.VI(A) Answer the following with respect to Power Point (6)

- (i) Slide (ii) Blank Presentation (iii) Slide transitions

Q.VI(B) Explain web mailing and web chatting . Distinguish between the two. (6)

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(2)

LL.B. (Hons) (Sem. - III) Examination, 2003
COMPUTER APPLICATION - I

Total Marks: 75

- Instructions: 1) Section I and II to be answered separately.*
 2) Attempt all questions.
 3) Figures to the right indicate marks.

SECTION - I

1. a) What are the various steps involved in booting a computer ? 5
- b) Differentiate in brief (any one): 4
 - i) Hardware and software
 - ii) Internal and external commands.
2. a) What is the use of the AUTOEXEC.BAT ? 5
- b) Differentiate between the following commands (any one): 4
 - i) COPY and MOVE
 - ii) TYPE and EDIT.
3. a) Explain in brief the windows explorer . 5
- b) Explain in brief the following: 4
 - i) Icons
 - ii) Controlling mouse properties.

SECTION - II

4. a) Explain the following features with respect to word: 4
 - i) Page breaks
 - ii) Book marks
- b) What is word art ? How is it useful ? 5
- c) Explain auto complete feature in word. 4
5. a) Explain with example any five formats of numbers in Excel. 5
- b) Explain the following in Excel: 4
 - i) Column width
 - ii) Range
- c) What is a chart wizard in Excel ? Why are they used ? 5
6. a) How do you beautify your presentation in power point ? 8
- b) Write short notes on (any two): 8
 - i) Web browsers.
 - ii) Domain names
 - iii) Search Engines
- c) What do you mean by a web page, web site and hyper link in the Internet terminology ? 5