

**BACHELOR OF COMPUTER APPLICATIONS (Revised)**  
**(BCA)**

00923

**Term-End Practical Examination**

**June, 2015**

**BCSL-013(P)/S3 : COMPUTER BASICS AND PC SOFTWARE LAB**

*Time : 2 Hours*

*Maximum Marks : 100*

*(Weightage : 50)*

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- Note :**
- (i) *There are five questions carrying 80 marks.*
  - (ii) *Rest 20 marks are for viva-voce.*
  - (iii) *All questions are compulsory.*
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- 1. (a) Execute the following Linux commands and write down the results : 8
    - (i) find
    - (ii) man
    - (iii) grep
    - (iv) whoami
  - (b) (i) List the use of function keys F5, F6 and F7. 3
  - (ii) Write MAC and IP address of your machine. 2
  - (iii) Display the names of all files with home directory which is bigger than 5 KB. 3
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- 2. (a) Create a one-page newsletter in 2-column format. Each page should have an outside border, background colour and foot notes for the above document. Add "confidential" as watermark. 10
  - (b) Build a table of contents for the above document. Make a title for your document which should be displayed as header. 6

- 3.** Create the workbook containing the following data of 12<sup>th</sup> Board examination of each State (total six States) :
- (a) Number of boy students who appeared
  - (b) Number of girl students who appeared
  - (c) Number of successful boy students
  - (d) Number of successful girl students

Assume that figures are in thousands. Apply formulae for the total number of boy students, girl students, successful boy students, successful girl students and pass percentage of each category in every State and show the result through bar graph and pie chart.

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- 4.** Create a PowerPoint presentation on your program centre. There should be minimum five slides. The presentation should have the following features :
- All slides should have a different design layout with a proper heading.
  - All slides should have a picture associated with it and show animation effect.
  - For each new slide transition there should be sound effect.

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- 5.** You and your friends are planning for a picnic. Do the following tasks using Outlook :
- (a) Make a schedule in the last week of December.
  - (b) Add signature to the e-mail message.
  - (c) Change the timing and venue for already scheduled appointment.
  - (d) Write all the steps to get rid of junk mails.

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