SET - 1

BACHELOR IN COMPUTER APPLICATIONS (BCA)

Term-End Practical Examination

02124

December, 2013

BCSL-013 : COMPUTER BASICS AND PC SOFTWARE LAB

Time allowed : 2 hours

Maximum Marks : 100
(Weightage : 50%)

Note :
1. *There are **five** questions, carrying **80** marks.*
2. *All questions are **compulsory**.*
3. *20 marks are for **viva-voce**.*

1. (a) Execute the following Linux commands : **8**
   (i) who am i   (ii) cat
   (iii) finger   (iv) diff
   (b) Write all the steps for disk partitioning. **4**
   (c) How do you change IP address of your machine ? Write all the steps. **4**

2. (a) Create a 2 page document in 3-column format. In the first page you insert an image. Tight wrap the text around the image in the first page, add tables in the second page and change the background colour . **10**
   (b) Create a table of contents and footnote for the above document. **6**

3. Create a workbook containing monthly expenditure on purchase of different items by an organization make assumption for items and expenditure. There is a discount of 20% if the total purchase has exceeded Rs 3000. Apply formula for calculating total expenditure and discounts. **16**

4. Create a power point presentation on the first year courses in BCA : **16**
   (a) All the slides should have common design
   (b) Write speaker note for each slide
   (c) For each new slide transition there should be sound effect
   (d) Add a picture and show animation effects on it.

5. Using outlook e-mail to all students about the scheduled date of TEE (P) on BCSL-013 **16**
   on 10th January from 9 am to 3 pm.
   (a) Add your own signature to the email message
   (b) Make a blind copy to yourself
   (c) Setup a alert on the desktop to notify whenever has arrival
   (d) Also write all the steps for making yahoo group