

Duration- 2 ¹/₂ Hours

N.B. (1) All questions are compulsory.

(2) Figures to the right indicate maximum marks.

Q.1 A) Choose correct Alternatives (Any 8)

[8]

- 1) Internet allows us to use many services like following except -----
a) Online shopping b) Email
c) Internet Banking d) Physical Shopping
- 2) ----- places text in a new location.
a) cut b) copy c) paste d) Select
- 3) ----- files are called documents.
a) Word b) Excel c) Power point d) Spreadsheet
- 4) ----- from the followings is not storage device.
a) Mic b) CD c) DVD d) Pen drive
- 5) ----- Printer is the example of Non-impact printer.
a) Laser b) Dot Matrix c) Daisy wheel d) Line Printer
- 6) ----- generation computer uses Artificial Intelligence.
a) First b) Fifth c) Third d) Second
- 7) Integrated Circuit was used in _____ Generation computers.
a) Second b) Third c) Fifth d) First
- 8) ROM stands for _____
a) Random Only Memory b) Read Only Memory
b))Read On Memory d) Random Only Memory
- 9) _____ from the followings is not storage device.
a) Headphone b) CD c) Hard Disk d) Pen drive
- 10) 1MB is equal to _____
a) 1024Bytes b) 1024KB c) 8 Bits d) 1 Byte

Q.1 B) State whether the following statements are true or false (Any 7)

[7]

- 1) AND, OR, NOT are the Boolean search operators.
- 2) Excel is the world's most widely used spreadsheet program and is the part of Microsoft Office Suite.
- 3) Default name of MS word document is "Document1"
- 4) Virus attack is the disadvantage of Internet.
- 5) The electronic cheques are modeled on paper checks except that they are initiated electronically.
- 6) A website is a collection of link to several web pages.
- 7) B2B is generally defined as commerce between companies and the public sector.
- 8) Formula in MS Excel must begin with * sign.
- 9) FV stands for Format value.
- 10) The min function gives the smallest value from the given function.

Q.2 A) What is Network topology? Explain different types of network topologies.

[8]

B) Write down the functions of each layer of OSI model.

[7]

OR

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- C) Write down the advantages and disadvantages of computer. [8]
D) State and explain the input devices. [7]
Q.3 A) What is Mail Merge? Write down the steps for Mail Merge. [8]
B) What is Pie chart? Write down the steps to insert the chart in MS Excel. [7]

OR

- C) Explain the following Excel functions with syntax. [8]
b) mod() b) FV() c) abs() d) sqrt()
D) Explain the steps to add transition and Animation in MS PowerPoint. [7]
Q.4 A) What is Search Engine? Explain types and examples of search engines. [8]
B) Define. Write down the steps to send an email. [7]

OR

- C) What is an internet? Explain different types of internet connections. [8]
D) Explain Electronic Fund Transfer and types of electronic payments. [7]
Q.5 A) State and explain different features and types of e-commerce. [8]
B) Write down the steps for digital cheque payment system. [7]

OR

- C) Write a short note on (Any 3) [15]
1. Cloud computing
2. Wireless Transmission Media
3. Storage Devices
4. Software and its Types
5. PPMT() function and Date() functions