

Seat No.	
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B.C.A. (Part - I) (Semester - II) Examination, April - 2018
SOFTWARE PACKAGES (Revised) (Paper - 201)
Sub. Code : 59576

Day and Date : Saturday, 21- 04 - 2018

Total Marks : 80

Time : 03.00 p.m. to 06.00 p.m.

Instructions : 1) Attempt any 4 questions from Q.1 to Q.7.
 2) Q. 8 is compulsory.

- Q1)** a) What is software packages? Explain their advantages. [8]
 b) Explain various transitions used in MS-PowerPoint. [8]
- Q2)** a) What is word processing? Draw the overview window of MS-word. [8]
 b) Give the features of MS-word. [8]
- Q3)** a) Explain the formatting toolbars in MS-word. [8]
 b) Write a procedure to add graphics & effects in MS-PowerPoint. [8]
- Q4)** a) What is table in MS-word? Write procedure to generate table of 8 rows and 6 columns. [8]
 b) Write a procedure to add multimedia in any presentation. [8]
- Q5)** a) What is the use of MS-PowerPoint in any organization. [8]
 b) Explain mathematical & string functions used in excel. [8]
- Q6)** What is chart? Discuss the types of charts. [16]
- Q7)** a) How to format any document file? [8]
 b) Explain how to create any presentation in MS-PowerPoint. [8]
- Q8)** Write short notes on : (Any 4) [16]
 a) Header & footer.
 b) Slide layout & Slide show.
 c) Macro.
 d) Spell check.
 e) Validation in excel.

