

GUJARAT TECHNOLOGICAL UNIVERSITY

B. Pharmacy Sem-I Remedial examination March 2009

Subject code: 210002

Subject Name: Basic Computer Application

Date: 16 / 03 / 2009

Time: 02:30pm To-05:30pm

Total Marks: 80

Instructions:

1. Attempt any five questions.
2. Make suitable assumptions wherever necessary.
3. Figures to the right indicate full marks.

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|------------|--|----------------------------------|
| Q.1 | a) Enlist different input & output devices of computer. Explain any two output devices in detail. | 06 |
| | b) Write a detailed note on application of computers in the field of pharmacy. | 04 |
| | c) Briefly explain the following terms (Any Three) | 06 |
| | i) Super computer | ii) ASCII code |
| | iii) Computer virus | iv) Storage devices for computer |
| Q.2 | a) What is operating system? Discuss the functions and types of MS-DOS. | 04 |
| | b) Write a detailed note on internal and external commands of MS-DOS. | 06 |
| | c) Briefly explain the following terms (Any Three) | 06 |
| | i) Recycle bin | ii) Autoexec.bat file |
| | iii) Control panel | iv) Start-menu |
| Q.3 | a) Enlist the different menus of MS-Word file. Explain Find, Replace and Go To options in MS word. | 05 |
| | b) Write a detailed note on mail merge in MS Word. | 05 |
| | c) Briefly explain the following terms for MS-Word (Any Three) | 06 |
| | i) Paste special | ii) Header and Footer |
| | iii) Autocorrect | iv) Orientation |
| Q.4 | a) Out line the steps to create XY chart in new sheet of MS-Excel. | 06 |
| | b) Enlist the types of functions available in MS-Excel. Describe any one in detail. | 04 |
| | c) Briefly explain the following terms for MS-Excel (Any Three) | 06 |
| | i) t-test | ii) Formula bar |
| | iii) Arithmetic operators | iv) Conditional formatting |
| Q.5 | a) Explain slide master, handout master, and note master in detail. Differentiate between: Slide transition and custom animation in MS-Powerpoint. | 08 |
| | b) What is pdf file? Give characteristic, advantages and applications of pdf file. | 08 |
| Q.6 | a) Write a detailed note on: Outlook express OR Chemdraw. | 05 |
| | b) Write a detailed note on mail merge. | 06 |
| | c) Describe bullets and numbering options in MS-Word. | 05 |
| Q.7 | a) Enlist any four websites each related to pharmaceutical journals and patents. | 04 |
| | b) Discuss the components of email. | 06 |
| | c) Briefly explain the following terms (Any Three): | 06 |
| | i) http | ii) URL |
| | iii) Search Engines | iv) LAN |
