

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

D.K.M.COLLEGE FOR WOMEN (AUTONOMOUS), VELLORE-1
SEMESTER EXAMINATIONS
NOVEMBER - 2016
BASICS OF INFORMATION TECHNOLOGY

15CCC1B

Time: 3 Hrs**Max.Marks: 75****SECTION-A (10 x 2 =20)****Answer ALL the questions.**

1. What Is Operating system?
2. What is a Network?
3. What is Word Processor?
4. Define Spreadsheet.
5. What is Slide?
6. What is Template in presentations?
7. Give any four Multimedia Components.
8. What is Topology?
9. What is MIS?
10. Give any two advantages of EDI.

SECTION-B (5 x 5 =25)**Answer any FIVE of the following questions.**

11. Write notes on Hardware Devices.
12. Explain how the spell and grammar check in a document.
13. Explain any five Build in functions in Excel.
14. How the presentations are prepared in Power point with Bullets and Numbers.
15. Explain the different animations and Transitions used in the slides.
16. Write down the basic of Desktop publishing.
17. Write notes of Decision support systems.
18. Write any five disadvantages of EDI.

SECTION-C (3 x 10 =30)**Answer ALL the questions.**

19. (a) Explain the parts of Computer System.
(Or)
(b) Write notes on i) Tables in MS Word ii) Charts in Excel
20. (a) Explain the steps for Slide presentation with Sample Diagram.
(Or)
(b) Explain the different types of Topology.
21. (a) Explain the concepts of MIS.
(Or)
(b) Explain E- Commerce.

* * * * *