

Seat No.: _____

Enrolment No. _____

GUJARAT TECHNOLOGICAL UNIVERSITY
B.Ph SEM-I Examination- Jan.-2012

Subject code: 210002

Date: 03/01/2012

Subject Name: Basic Computer Applications

Time: 10.30 am-01.30 pm

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) Describe applications of computer in pharmacy. | 06 |
| | (b) Give names and functions of various Input and Output devices. | 05 |
| | (c) Explain different generations of computer. | 05 |
| Q.2 | (a) Enumerate basic DOS commands and describe any two in detail. | 06 |
| | (b) What do you mean by (i) HTTP; (ii) URL; (iii) PDF? | 05 |
| | (c) Enumerate different types of chart and explain steps to insert chart in MS-EXCEL. | 05 |
| Q.3 | (a) Write a note on pharmaceutical websites. | 06 |
| | (b) Write a short note on slide transition and slide show. | 05 |
| | (c) Explain the function of custom animation tool in MS-POWERPOINT. | 05 |
| Q.4 | (a) Write a short note on classification of computers. | 06 |
| | (b) Discuss the significance of "FILE" menu in MS-WORD. | 05 |
| | (c) Write a note on keyboard short cuts in MS-OFFICE. | 05 |
| Q.5 | (a) Discuss advantages of E-mail and write steps for sending it. | 06 |
| | (b) Draw a neat and labeled diagram of screen of MS-WORD. | 05 |
| | (c) Write a short note on different types of calculations performed using MS-EXCEL. | 05 |
| Q. 6 | (a) Write a short note on "mail mrge" in MS-WORD. | 06 |
| | (b) Write a short note on MS-OUTLOOK. | 05 |
| | (c) Write a short note on "FORMAT" menu in MS-WORD. | 05 |
| Q.7 | (a) Define operating system and describe its functions. | 06 |
| | (b) Discuss briefly about ADOBE reader and CHEMDRAW. | 05 |
| | (c) Write a short note on "DATA" menu in MS-EXCEL. | 05 |
