

# **PGDCAA-01/DCA-01**

**December – Examination 2020**

## **PGDCAA Examination**

**Basics of Computer**

**Paper : PGDCAA-01/DCA-01**

*Time : 2 Hours ]*

*[ Maximum Marks : 100*

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*Note* :- The question paper is divided into two Sections A and B. Write answers as per the given instructions.

**Section-A**

**10×2=20**

**(Very Short Answer Type Questions)**

*Note* :- Answer all questions. As per the nature of the question delimit your answer in one word, one sentence or maximum up to **30** words. Each question carries 2 marks.

1. (i) Explain any *two* functions of Compiler.
- (ii) What do you mean by computer languages ?

- (iii) What is RAM ?
- (iv) Write *two* uses of OMR in Businesses.
- (v) Explain the concept of Bit.
- (vi) Write the names of any *two* types of Logic Gates.
- (vii) Write any *two* roles of file management system in computers.
- (viii) What is Last Come First Served ?
- (ix) Write any *two* functions of Virtual Memory.
- (x) Write any *two* uses of Notepad.

**Section-B** **4×20=80**

**(Short Answer Type Questions)**

*Note* :- Answer any *four* questions. Answer should not exceed **200** words. Each question carries 20 marks.

- 2. What do you mean by Operating System ? Describe 'Windows Operating System'.
- 3. Explain the functioning of Hard Disk Interface IDE.

- 4. Explain about the recently emerged input and output devices. How are they changing the business operations ? Explain.
- 5. What do you mean by Network Printers ? How are they changing the floor operations ? Explain.
- 6. What do you mean by process management ? Explain the scope and functioning of it.
- 7. What is Disk Scheduling ? What are the main objectives of disk scheduling ?
- 8. What do you mean by control panel ? Explain its utility in managing input and output devices.
- 9. Write any *twelve* commands of MS-Excel.