

**PGDCA-02/PGDCA-102/  
MSCCS-02/MSCCS-102/  
MCA-102/CAWD**

**June/December – Examination 2020**

**PGDCA/MSCCS (Previous)/MCA  
(Ist Year)/CAWD Examination**

**Application Software and Web Designing**

**Paper : PGDCA-02/PGDCA-102/MSCCS-02/  
MSCCS-102/MCA-102/CAWD**

*Time : 2 Hours ]*

*[ Maximum Marks : 80*

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

**Section-A**

**8×2=16**

**(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) What is the file extension of MS Word ?
- (ii) What do you mean by Active cell in MS Excel ?
- (iii) Write the correct formula to find out the minimum of the given numbers in MS Excel.
- (iv) What do you mean by *slides* in MS PowerPoint ?
- (v) What is the use of print preview ?
- (vi) Write the syntax of SELECT query.
- (vii) Give an example of a relative URL.
- (viii) What is the full form for HTTPS ?

**Section–B** **4×16=64**

**(Short Answer Type Questions)**

**Note** :- Answer any *four* questions. Answer should not exceed **200** words. Each question carries 16 marks.

2. Explain the standard toolbar used in MS Word 2000.
3. Write the steps of replacing the word 'xyz' with 'ABC' using 'find and replace' command in MS Word.

4. What are the advantages of a Master Slide ? How can we add action buttons in a presentation ?
5. Create a database and add a table tbl-Friends with the following fields (write steps) :
  - (a) Name of the friend
  - (b) Address
  - (c) Office Phone No.
  - (d) Residence Phone No.
  - (e) Mobile No.
6. Write the steps for creating the validation rules in MS Access. Also, explain the process.
7. What do you mean by Referential Integrity ? Explain with suitable examples.
8. What does the ACTION attribute accept in FORM tag ? Explain with a suitable example.
9. What is XML ? Write *five* features for using XML.