[Scheme 2011]   **DIPLOMA   IN   COMPUTER APPLICATIONS**
                                                    MODEL QUESTION PAPER

DCA101   PC HARDWARE AND OPERATING SYSTEMS

Time: 2 Hrs.   Max. marks : 50

PART A
(Answer all questions. Each question carries 1 mark)

Choose the most correct answer from the given alternatives

1. Which of the following is a volatile memory?
   a) RAM   b) ROM   c) CDROM   d) Hard disk

2. Which of the following is an input device?
   a) Printer   b) Monitor   c) Scanner   d) Plotter

3. The Windows shell command to delete a file is _____
   a) REN   b) REM   c) DEL   d) CD

4. Power Supply unit of a personal computer is _____
   a) UPS   b) SMPS   c) Battery   d) None of these

5. Which of the following device is used for internet connection?
   a) Switch   b) Hub   c) Modem   d) None of these

Fill in the blanks

6. SMART stands for _____
7. The high speed memory placed between CPU and main memory is called _____
8. The shell command in Linux to copy a file is _____
9. POST stands for _____
10. Inner most core of an operating system is called _____

PART B
Answer any Eight questions

11. a) What is a Microprocessor?	2 marks
b) Differentiate between hardware and software .	3 marks
12. Differentiate between RAM and ROM.	5 marks
13. a) Define track, sector and Cylinder.	2 marks
b) What are SATA,SCSI and SAS?	3 marks
14. a) What is an operating system?	2 marks
b) What are the functions of an operating system?	3 marks
15. What is booting?	5 marks
16 Explain the following Windows shell commands.	5 marks

  a) MD   b) TYPE   c) RD   d) CD   e) REN

17. Explain Linux directory structure.	5 marks
18. Compare Linux and Windows operating systems.	5 marks
19 Write the specification of home computer.	5 marks
20 a) What is a port?	2 marks
b) What are the different types of ports?	3 marks
21. Explain hard disk partitioning and formatting.	5 marks
22. Write short notes on	
a) Optical Disk	2 marks
b) Printer	3 marks

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[Scheme 2011]   **DIPLOMA   IN   COMPUTER APPLICATIONS**
                               MODEL QUESTION PAPER

DCA102   Office Automation Packages

Time: 2 Hrs.   Max. marks : 50

PART A

(Answer all questions from 1 to 10. Each question carries 1 mark)

Fill in the blanks

1.   Print preview is used for ………………..
2.   ………menu contains the Document setup command in Pagemaker.
3.   If you wanted to "shuffle" or "reorder" your pages, you would use which PageMaker command?
4.   A3=80, A4=75, A5=75,   What will be your formula if you are going to get the average?
5.   ……… is used in Ms-Word to save an existing document with different name.

   Choose the Correct Answer.

6. Which formula can add the all the numeric values in a range of cells, ignoring those which are not
   numeric, and place the result in a different cell ?
          a. count   b. average   c. sum   d. None

7. You place the insertion point in the middle of a paragraph and start typing. But the new   text deletes
   existing text. What's the problem and how do you fix it?
          a. Word is in Overtype mode. Press BACKSPACE and retype
          b. The DELETE key is pressed in. Press DELETE again.
          c. Word is in Overtype mode. Press INSERT to turn it off.
          d. None of these.

8. Which elements of a Word document can be displayed in color?
          a. only graphics   b. only text
          c. All elements   d. All elements , but only you have a color printer

9. During a slide show, pressing the Esc key,
          a. displays the last slide   b. displays the slide 1
          c. ends the slide show   d. displays the previous slide

10. In power point window, what is the main area for adding slide content?
          a. The slide tab, on the left of the window.   b. The notes pane
          c. The slide pane in the middle of the window.   d. None of these

Part B
(Answer EIGHT questions. Each carries 5 marks)

11. Describe the various options available in the main menu bar of Ms-Word?

12. What is the best way to design the layout for your slides ?

13. How do you change column width in Excel to fit the contents?

14. How will you create drop caps in Page maker?

15. How will you export files in Page maker?

16. You've customized a design template in one presentation and you want to use it in

      another presentation. What's the best way to do this?

17. How will you remove a spreadsheet form a workbook?

18. Explain any two charts in Excel?

19. What is Mailmege? Explain

20. Explain any two formatting features in word.

21. Explain any 5 functions available in Excel

22. a)   Explain sorting in Excel.   (2)

     b)   What is Filtering? How it can be done in Excel?   (3)

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[Scheme 2011]

DIPLOMA IN COMPUTER APPLICATIONS
MODEL QUESTION PAPER

DCA103   Networking & Web Technology

Time: 2 Hrs.   Max. marks : 50

PART A
(Answer all questions . Each question carries 1 mark)

Choose the Best Answer

1. In Linux _____ command is used to find out the IP address of a System.
    a) ipconfig   b) ifconfig   c) ping   d) HTTP.
2. LAN stands for _____
    a) Linux area Network   b) Line area network   c) Local area network   d)none
3. _____ tag is used to include images in HTML pages.
    a) PICTURE   b) img   c) <B>   d) <TITLE>
4. _____ is a photo editing software
    a) MS Word b) Power Point   c)GIMP   d)CALC.
5. _____ is a search engine.
    a) GMAIL   b) Internet Explorer   c) Google   d) Mozilla.

Fill in the Blanks
6. _____ is a WEB Server.
7. URL stands for _____
8. _____ Command is used to check the network connectivity between two computer systems.

Pick the Odd one

9) a) HTTP   b) FTP   c) HTTPS   d)UTP
10) a) JPEG   b) GIF   c) BMP   d) PDF

Part-B
Answer any 8 Questions. Each question carries 5 marks.

9. What are the advantages of networks?

10. a) Write short notes on IP address.

    b) Write any two network trouble shooting commands.

11. Explain any two Internet access methods.

    12.   a) Explain Web server.   b) Explain proxy server.

13. Explain any five web search techniques.

14. Explain email service available in Internet.

15. Explain any 5 HTML tags with examples.

16. Writes short notes on Google Docs.

17. Explain any five File formats.

18. a)Explain Table HTML tag with an example

    b) Write down the html tag to create the following table

Sl No	Name of Player	Runs Scored
1	Sachin Tendulkar	18000
2.	Jayasoorya	15300
3	Kapil Dev	12300

19. Write short notes on Cyber security.

20. Write full form of

    a) WAN   b) UTP   c) FTP   d) PDF   e) DNS

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[Scheme 2011] **DIPLOMA IN COMPUTER APPLICATIONS**
MODEL QUESTION PAPER

DCA104   Computer Lab - 1

Time: 2 Hrs.   Max. marks : 50

Sample Questions for Practical evaluation

I . Write   Windows shell commands to do the following.

  a) Create a file SAMPLE using   'copy con command'
  b) Copy the file SAMPLE as TEST
  c) Rename the TEST as EXAM
  d) Create a   directory IHRD
  e) Copy the EXAM in the directory IHRD
  f) Delete the directory IHRD
  g) Delete the file SAMPLE and EXAM
  h) Set system date as today's date
  i) Display the files in alphabetical order of file names.
  j) Display all files with extension .exe

II) Do the following   using Windows GUI.

  a) Create a file SAMPLE
  b) Copy the file SAMPLE as TEST
  c) Rename the TEST as EXAM
  d) Create a   folder IHRD
  e) Copy the EXAM in the directory IHRD
  f) Delete the folder IHRD
  g) Delete the file SAMPLE and EXAM
  h) Set system date as today's date
  i) Retrieve the deleted file SAMPLE (use Recycle bin)
  j) Search the file command.com on the drive c:

III)   Write   Linux shell commands to do the following.

  a) Create a file SAMPLE
  b) Copy the file SAMPLE as TEST
  c) Rename the TEST as EXAM
  d) Create a   directory IHRD
  e) Copy the EXAM in the directory IHRD
  f) Delete the directory IHRD
  g) Delete the file SAMPLE and EXAM
  h) Display system date
  i) Display the calendar of the year 2011
  j) Change your password

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[Scheme 2011]

DIPLOMA   IN   COMPUTER APPLICATIONS
MODEL QUESTION PAPER

DCA105 - COMPUTER LAB - 2
(Office Automation Packages)

Time: 2 Hrs.   Max. marks : 50

Sample Questions for Practical evaluation

1. Create a sample document (Use Formatting font, paragraph bullets &numbering, headers and footers)

2. Create a table (Use merge, split, text alignment, autosum, sort, insert row and column)

3. Send letters using mail merge

4. Create sample workshhet and use functions like sum, average, min, max, if , count, sumif.

5. Create a chart using Excel worksheet

6. Create a Presentation (atleat 5 slides) about your hobbies

7.   Create a sample document using Malayalam fonts

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[Scheme 2011]

DIPLOMA   IN   COMPUTER APPLICATIONS
MODEL QUESTION PAPER

DCA106   Computer Lab - 3

Time: 2 Hrs.   Max. marks : 50

Sample Questions for Practical evaluation

1. Network component Identification.
2. Finding and changing the IP address of a system
3. Sending email with attachment
4. Create a Blog
5. Create a web document about your college
6. Create a Web site embedding audio and video.
7. Create your BIO-Data using Dream weaver/ Front page.
8. Scan a photo and edit it using any image editing software with the following specification(resolution 150 X 200, size 25 KB, save it as JPEG)

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Note:- These are only sample model questions. Choose appropriate no. of questions and type as per the requirement. Refer Scheme for Practical Evaluation given in the syllabus for awarding marks.