

Register Number :

Name of the Candidate :

1 3 3 0

B.Sc. DEGREE EXAMINATION, 2010

(MATHEMATICS WITH COMPUTER APPLICATIONS)

(FIRST YEAR)

(PART - IV)

(PAPER - I)

**560 / 550 / 540. COMPUTER CONCEPTS
AND OFFICE AUTOMATION TOOLS**

[(*Common with B.Com. (Computer Applications)*
& *B.B.A. (Computer Applications)*]

May]

[Time : 2 Hours

Maximum : 50 Marks

SECTION - A (4 × 5 = 20)

Answer any FOUR questions.

All questions carry equal marks.

1. List the output devices of a computer and discuss them briefly.

Turn Over

2. Explain system software.
 3. What are the commands available in edit menu in MS word ?
 4. Explain the basics of work book and work sheets.
 5. Explain macros creations.
 6. Give the steps in connecting a computer to web using dial up network.
- PART - B** (3 × 10 = 30)
- Answer any THREE questions.*
- All questions carry equal marks.*
7. Explain the history and uses of computers.
 8. Explain any five basic commands available in MS- DOS.
 9. Explain the concept of mail merge.

10. Explain text formatting operations in MS office 2000.
11. What is WEB ? Explain the concept of surfing the WEB.