

**A-799**

Total Pages : 3

Roll No. ....

**BCA-03**

**Bachelor of Computer Application (BCA)**

**(Basic of OS and PC Software)**

1st Semester Examination, 2024 (June)

Time : 2:00 Hrs.

Max. Marks : 70

*Note :-* This paper is of Seventy (70) marks divided into Two (02) Sections ‘A’ and ‘B’. Attempt the questions contained in these Sections according to the detailed instructions given therein. *Candidates should limit their answers to the questions on the given answer sheet. No additional (B) answer sheet will be issued.*

**Section–A**

**(Long Answer Type Questions)      2×19=38**

*Note :-* Section ‘A’ contains Five (05) Long-answer type questions of Nineteen (19) marks each. Learners are required to answer any *two* (02) questions only.

1. What is operating system and explain the differences between Single-tasking and Multitasking OS.
2. Explain the concept of Booting in MS-DOS, outlining the sequence of events during system startup.
3. Explain the management techniques for Files and Folders in Windows.
4. Describe the Structure of File System in LINUX, highlighting its hierarchical organization.
5. Describe the procedure for closing an open document and reopening an existing document in Microsoft Word.

### **Section–B**

**(Short Answer Type Questions)**      4×8=32

**Note** :- Section ‘B’ contains Eight (08) Short-answer type questions of Eight (08) marks each. Learners are required to answer any *four* (04) questions only.

1. Explain Starting Word, different Bars, Document View, Text Area, Exiting Word.
2. What is Structure of File System in Linux ?
3. Explain Files and Directory Structure.
4. Explain the function of operating system.
5. What is Text editor vi ?

6. Explain Different Types of Views and Exiting MS PowerPoint.
7. Name two different types of views available in Microsoft PowerPoint. How do you apply slide transitions in a PowerPoint presentation ?
8. Explain all Directory handling Commands.

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