2019

B. Sc.

1st Semester Examination

COMPUTER SCIENCE (Honours)

Paper : GE 1-P

Fundamental

(Practical)

SET-I

Full Marks : 20   Time : 3 Hours

Candidates are required to give their answers in their own words as far as practicable.

The figures in the margin indicate full marks.

Answer any two making one from each group

The figures in the right hand margin indicate marks

Set-1

Group-A

(MS-WORD)

1. Prepare a book list having Six columns (ISBN number, the name of the book, Author name and price, Name of the publication, Edition) for the month of April, 18.

7

- Font specifications for Title (BooK list) : 14-point Arial Black font in bold and italics. and give an underline.

- The headings of the columns should be in 16-point and bold.

- The rest of the document should be in 12-point Arial.

- Leave a gap of 12-points after the title.

2. Suppose you are a student of a college. Write an application letter to the HOD, Principal, Accountant to reduce course fees of your stream in this college. (Use Mail Merge to solve the problem).   7

3. Create the following documents :

   (a) A newsletter with a headline and 2 columns in portrait orientation, including at least one image surrounded by text.

   (b) Use a newsletter format to promote upcoming events in your college.   7

4. Create the following one page documents :

   (a) Compose a note inviting friends to a get-together at your house, Including a list of things to bring with them.

   (b) Design a certificate in landscape orientation with a border around the document.

   (c) Make a sign outlining your rules for your bedroom at home, using a numbered list.   7

5. Wrapping of text around the image.   7

Group-B

(MS-EXCEL)

1. Use a formula to calculate Simple interest for given principal amounts given the rate of Interest and time :

Rate of interest   8.5%

Time   6years

Principal   Use at least 8 data set   8

2. Use MS-Excel and prepare a sample marksheet of a student considering marks in each subject. Calculate total marks and provide grade to the student considering his/her average marks.   8

3. Construct the following table :

Student name	Score in 1st term	Score in 2nd term	Score in 3rd term
Ronit	85	75	95
Ranojoy	75	69	58
Suraj	75	65	68

Find the average and total score of each examination.

[Turn Over]

Create bar diagram considering the total score of each student. 8

4. Create following sheet :

Sl. No.	a	b	c	d	e
1	50	35	15	32	29
2	20	28	15	15	28
3	40	52	27	23	36
4	60	36	54	45	39
5	70	38	68	51	35

(i) Find the average of 3rd row.

(ii) Create a pie-chart of above table

(iii) Create a bar-chart of above table 8

5. Generate 25 random numgers between 0 & 100 and find their sum, average and count. How many no are in range 50-60. 8

Viva-Voce. 3

Laboratory Note Book. 2

2019

B. Sc.

1st Semester Examination

COMPUTER SCIENCE (Honours)

Paper : GE 1-P

(Practical)

Computer Fundamentals

Set-II

Full Marks : 20   Time : 3 Hours

Candidates are required to give their answers in their own words as far as practicable.

The figures in the margin indicate full marks.

Grup-A

(MS-WORD)

Answer any *one* questions. $1 \times 7 = 7$

1. Design a page in MS-Word with the following instruction :

   (a) Give an appropripate background color

   (b) Insert a picture from clipart.

                                                   [Turn Over]

(c) Insert a title by using word art feature.

(d) Use some auto spapes

(e) Save the page into your desktop.

2. Design a time table for your college:

   (a) The first line should mention the name of the college lin 16 point-Arial Font and should be bold.

   (b) Second line should give the course Name, teachers name in 14 point Aril.

   (c) The rest of the document should use 10 point Times New Roman font.

   (d) The footer should contain your specification as designer and data of creation.

3. Prepare your Curriculam-Vitae in MS-WORD.

   (a) List the following details

   - Name
   - Gender
   - Email id
   - Contact Details
   - Address

   (b) Write your academic details in table format with center alignment.

(c) Mention hobbies and Extracurricular activities All the text should be in Times New Roman font and Size of 12 and caption will in 14 point Arial font and in bold.

4. Create a document in MS-Word that will have a watermark of an image, Header, Footer and insert an image.

Group-B

(MS-EXCEL)

(Answer any *one* question)

1. Use a formula to calculate simple interest for given principle amount given the rate of interest and time

Rate of interest : 9.25%

Time   12years

principle   use at least 10 dataset   8

2. Enter the following data in excel sheet.

Score Card

Player	2015	2016	2017	2018	Avg Rank
Virat	2000	1900	1200	2200	
Rohit	1000	1200	1500	2000	
Dhoni	1400	2000	2100	1800	

[Turn Over]

(a) Calculate the average score of each player.

(b) Based on total score rank the player.

(c) All data will be in centre align and 15 point in Arial font.

3. Prepare the grocery chart for your Hostel as below :

Item   Rate/Kg   Quantity/Week   Total Amount

(a) Create entry for atleast 10 items and calculate the monthly budget for hostel mess.

(b) All data will be in centre align and 14 point in Arial font.   8

4. Given the following work sheet :

Sl No.	Roll No	Name	Marks	Grade
1.	101	A	99	
2.	102	B	78	
3.	103	C	95	
4.	104	D	40	
5.	105	E	55	
6.	106	F	68	

(a) Calculate the grade of these students on the basis of following guide line

if Marks	then grade
> 80	A+
> 60 < 80	A
> 50 < 60	E
< 50	F

(b) Arrange the worksheet in ascending order based on Marks. 8

Viva-Voce. 3

Laboratory Note Book. 2

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