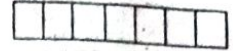


FTS

**QUARTERLY EXAMINATION - 2023****CLASS : 11****COMPUTER APPLICATION****MARKS : 70****TIME : 3.00 hrs****PART - I****I Choose the correct answer:**

1x15=15

1. Identify the output device  
(a) Keyboard (b) Memory (c) Monitor (d) Mouse
2. When a system restarts which type of booting is used.  
(a) Warm booting (b) Cold booting (c) Touch boot (d) Real boot.
3. How many characters can be handled in Binary Coded Decimal System?  
(a) 64 (b) 255 (c) 256 (d) 128
4. Which of the following is said to be the brain of a computer?  
(a) Input device (b) Output devices (c) Memory device (d) Microprocessor
5. Which is the fastest memory?  
(a) Hard disk (b) Main memory (c) Cache memory (d) Blue-Ray disc
6. Operating system is a  
a) Application Software b) Hardware c) System Software d) Component
7. Which of the following OS is a commercially licensed Operating system? a) Windows  
b) UBUNTU c) FEDORA d) REDHAT
8. Which is the default folder for many Windows Applications to save your file  
a) My Document b) My Pictures  
c) Documents and Settings d) My Computer
9. The shortcut key used to rename a file in windows  
a) F<sub>2</sub> b) F<sub>4</sub> c) F<sub>5</sub> d) F<sub>6</sub>
10. Which is the opening screen of Open Office?  
a) Star desktop b) Star center c) Star screen d) Star window
11. Find & Replace option is available in which menu?  
a) File b) Edit c) Format d) Tools
12. Which is the first electronic spread sheet?  
a) Excel b) Lotus 1-2-3 c) Visi calc d) Open Office Calc
13. A column heading in Calc is represented using  
a) Number b) Symbol c) Date d) Alphabet
14. Which key is used to move the cell pointer in the forward direction within the worksheet?  
a) Enter b) Tab c) Shift + Tab d) Delete
15. Which is used to move quickly from one slide to another?  
a) Compass b) Navigator c) Fill color d) Page border

**PART-II****II. Answer any Six Questions. Q.No 24 is Compulsory.**

2 x 6 = 12

16. What is a computer?
17. Write the 1's complement procedure.
18. What is an instruction?
19. What are the advantages and disadvantages of Time-sharing features?
20. What are called standard icons?
21. What are the different packages in Open Office Writer?
22. How do you insert pictures in to your document?
23. What is a Cell pointer?
24. What are the keyboard shortcuts to cut, copy and paste?

**PART - III****III. Answer any Six Questions. Q.No 33 is Compulsory.**

3x6=18

25. Name any three output devices.
26. Write note on binary number system.
27. Write down the interfaces and ports available in a computer.
28. Write the two ways to create a new folder.
29. Write a note on Recycle bin.
30. How do you insert rows and columns?
31. In cell  $A_1=34$   $A_1 = 65$   $A_3 = 89$  write the formula to find the average
32. How many types of views are provided by Impress to its users?
33. Add  $-22_{10}+15_{10}$

**PART - IV****IV. Answer all of the Following Questions.**

5 x 5 = 25

34. Discuss the various generations of computers. **(OR)**  
Find 1's Complement and 2's Complement for the following Decimal number  
a) -98                      b) -135
35. Explain the types of ROM. **(OR)**  
Explain the process management algorithms in Operating System.
36. Explain the different ways of finding a file or Folder. **(OR)**  
What is Header and Footer? How do you insert page numbers in footer area?
37. Write the steps to Find and Replace a word with another word in Open Office Writer?  
**(OR)**  
Write the steps to generate the following series. 5, 10, 20 ..... 2560.
38. Explain any five types of internet services. **(OR)**  
Explain the versions of Windows Operating System.