

Virudhunagar District  
Common Quarterly Examination - 2023  
Standard - 11  
Computer Applications

PART - I

- |                    |                               |                |
|--------------------|-------------------------------|----------------|
| 1. RAM             | 2. Warm booting               | 3. Word length |
| 4. Peta            | 5. Pentium III                | 6. VGA port    |
| 7. System software | 8. IOS                        | 9. My document |
| 10. F2             | 11. Home                      | 12. Tab        |
| 13. F5             | 14. World wide web consortium |                |
| 15. /              |                               |                |

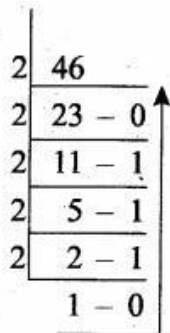
PART –II(Q.No 17 Compulsory)

16. Data: Data is defined as an unprocessed collection of raw facts.

Eg: 134, 16, 'Kavitha' 'C' are data. This will not give any meaningful message.

Information: Information is a collection of facts from which conclusions may be drawn.

Eg: Kavitha is 16 years old



$$(46)_{10} = (101110)_2$$

17.

18. The Program Counter (PC) is a special register in the CPU which always keeps the address of the next instruction to be executed.

19. 1. File access level 2. System level 3. Network level.

20. The icons which are available on desktop by default while installing Windows OS are called standard icons.

21. 1. Place the insertion pointer where you want the image to appear.

2. Select Insert → Picture From file.

3. The insert picture dialog box appears where the picture gallery opens from which the desired picture can be selected.

4. Click on the Open button.

5. The selected picture is inserted into the document.

22. Yes, you can edit the contents of a cell in several distinct ways. Use this method convenient for you,

1. Double-click the cell you would like to edit. The cursor is placed where you double clicked.

2. Press the F2 key, the cursor is placed at the end of the text.

3. Click anywhere in the formula bar. The formula bar changes to have an entered and check mark.

23. A presentation software is a computer software package used to show information, in the form of a slide show.

It includes three major functions:

1. An editor that allows the text to be inserted and formatted.
2. A method for inserting and manipulating graphic images and
3. A slide-show system to display the content.

24. The CC (Carbon Copy) field allows you to specify recipients who are not direct addressees (listed in the "To" field).

This field is optional.

The BCC (Blind Carbon Copy) field is similar to CC, except the recipients are secret.

Each BCC recipient will receive the e-mail, but will not see who else received a copy.

### PART III(Question no 31 Compulsory)

25. The general characteristics of computers are speed, memory capacity, accuracy, diligence, representativeness, reliability, endurance and versatility.

$$\begin{array}{r}
 2 \overline{) 150} \\
 \underline{2 \quad 75 - 0} \\
 2 \overline{) 37} - 1 \\
 \underline{2 \quad 18 - 1} \\
 2 \overline{) 9} - 0 \\
 \underline{2 \quad 4 - 1} \\
 2 \overline{) 2} - 0 \\
 \underline{1 - 0}
 \end{array}$$

$$\begin{array}{ccc}
 \underbrace{010} & \underbrace{010} & \underbrace{110} \\
 2 & 2 & 6
 \end{array}$$

26.  $(150)_{10} = (10010110)_2 = (010010110)_{10} = (226)_8$

27. PROM: PROM is a memory on which data can be written only once.

EPROM: EPROM is a memory on which ultra violet rays are used to clear its contents and making it possible to reprogram the memory.

28. The key features of the operating system are: 1. User Interface 2. Memory Management 3. Process Management 4. Security Management 5. Fault Tolerance 6. File Management.

29. Recycle bin is a special folder to keep the files or folders deleted by the user, which means you still have an opportunity to recover them.

The user cannot access the files or folders available in the Recycle bin without restoring it.

To restore file or folder from the Recycle Bin.

1. Open Recycle bin.
2. Right click on a file or folder to be restored and select Restore option from the pop-up menu.
3. To restore multiple files or folders, select Restore all items.
4. To delete all files in the Recycle bin, select Empty the Recycle Bin

30. Landscape: The width of the document is more than the height.

This is best suited for displaying professional photos, invitations, albums, tables etc.,

Portrait: This is the most common orientation. Here, the height of the document is more than the width. Normally books, newspapers will be displayed in this format.

31. Inserting columns:

In Calc, you can insert a new column anywhere in the worksheet.

Step 1: Select the column where a new column should be inserted.

Step 2: Right-click on the selected column name that you selected. A pop-up menu will appear.

Step 3: click the "Insert Columns" option from the menu. Now, a new column will be inserted to the left of the current column. A new column can also be inserted using Insert → Columns command.

Inserting rows: In Calc, you can insert a new row anywhere in the worksheet.

Step 1: Select the row where a new row to be inserted.

Step 2: Right-click on the row number a pop-up menu will appear.

Step 3: click "Insert Rows" option from the menu. Now, a new row

will be inserted to above the current row. Insert → Rows command is used to insert a new row.

32. Normal view: Is the main view for creating individual slides. Use this view to format and design slides and to add text, graphics, and animation effects.

Outline view: Shows topic titles, bulleted lists, and numbered lists for each slide in outline format. Use this view to rearrange the order of slides, edit titles and headings, rearrange the order of items in a list, and add new slides.

Notes view: lets you add notes to each slide that are not seen when the presentation is shown.

Slide Sorter view: Shows a thumbnail of each slide in order. Use this view to rearrange the order of slides, produce a timed slide show, or add transitions between selected slides.

Handout view: Lets you print your slides for a handout. You can choose one, two, three, four, or six slides per page from Tasks pane → Layouts. Thumbnails can be re-arranged in this view by dragging and dropping them.

33. Data card:

It is a removable electronic card which is used for storing data.

Types of datacard are – 1. Expansion Card 2. Memory Card or Flash Card 3. Identification Card




Dongle:

Refers to any removable component used for enabling extra security.

USB Dongles can be divided into 1. Wi-Fi Dongles 2. BlueTooth Dongle 3. Memory Dongle

## PART IV

34) a)

| SN   | Generation               | Period           | Main Component used  | Merits/Demerits  |
|--|--------------------------|------------------|--|--|
| 1  | <b>First Generation</b>  | 1942-1955        |  <p><b>Vacuum tubes</b></p>   | <ul style="list-style-type: none"> <li>• Big in size</li> <li>• Consumed more power</li> <li>• Malfunction due to overheat</li> <li>• Machine Language was used</li> </ul>   |
| First Generation Computers - ENIAC , EDVAC , UNIVAC 1<br>ENIAC weighed about 27 tons, size 8 feet × 100 feet × 3 feet and consumed around 150 watts of power |                          |                  |  |  |
| 2  | <b>Second Generation</b> | 1955-1964        |  <p><b>Transistors</b></p>  | <ul style="list-style-type: none"> <li>• Smaller compared to First Generation</li> <li>• Generated Less Heat</li> <li>• Consumed less power compared to first generation</li> <li>• Punched cards were used</li> <li>• First operating system was developed - Batch Processing and Multiprogramming Operating System</li> <li>• Machine language as well as Assembly language was used.</li> </ul> |
| Second Generation Computers <b>IBM 1401, IBM 1620, UNIVAC 1108</b>   |                          |                  |  |  |
| 3  | <b>Third Generation</b>  | 1964-1975        |  <p><b>Integrated Circuits (IC)</b></p>  | <ul style="list-style-type: none"> <li>• Computers were smaller, faster and more reliable</li> <li>• Consumed less power</li> <li>• High Level Languages were used</li> </ul>  |
| Third Generation Computers <b>IBM 360 series, Honeywell 6000 series</b>  |                          |                  |  |  |
| 4  | <b>Fourth Generation</b> | 1975-1980        |  <p><b>Microprocessor</b><br/>Very Large Scale Integrated Circuits (VLSI)</p> | <ul style="list-style-type: none"> <li>• Smaller and Faster</li> <li>• Microcomputer series such as IBM and APPLE were developed</li> <li>• Portable Computers were introduced.</li> </ul> <p><b>SamacheerKalvi.Guru</b></p>   |
| 5  | <b>Fifth Generation</b>  | 1980 - till date |  <p><b>Ultra Large Scale Integration (ULSI)</b></p>                           | <ul style="list-style-type: none"> <li>• Parallel Processing</li> <li>• Super conductors</li> <li>• Computers size was drastically reduced.</li> <li>• Can recognize Images and Graphics</li> <li>• Introduction of Artificial Intelligence and Expert Systems</li> <li>• Able to solve high complex problems including decision making and logical reasoning</li> </ul>                           |
| 6  | <b>Sixth Generation</b>  | In future        |  <p><b>SamacheerKalvi.Guru</b></p>  | <ul style="list-style-type: none"> <li>• Parallel and Distributed computing</li> <li>• Computers have become smarter, faster and smaller</li> <li>• Development of robotics</li> <li>• Natural Language Processing</li> <li>• Development of Voice Recognition Software</li> </ul>   |

$$34.b) a) 1101010_2 + 101101_2$$

$$\begin{array}{r} 1101010 \\ (+) 101101 \\ \hline 10010111 \end{array}$$

$$(1101010)_2 + (101101)_2 = (10010111)_2$$

$$(b) 1101011_2 - 111010_2$$

$$\begin{array}{r} 1101011 \\ (-) 111010 \\ \hline 110001 \end{array}$$

$$(1101011)_2 - (111010)_2 = (110001)_2$$

35)a) Read-Only memory (ROM):

Read-only memory refers to special memory in a computer with pre-recorded data at manufacturing time which cannot be modified. The stored programs that start the computer and perform diagnostics are available in ROMs.

ROM stores critical programs such as the program that boots the computer.

Once the data has been written onto a ROM chip, it cannot be modified or removed and can only be read. ROM retains its contents even when the computer is turned off. So, ROM is called as a non-volatile memory.

Programmable Read-Only Memory (PROM):

Programmable read-only memory is also a non-volatile memory on which data can be written only once. Once a program has been written onto a PROM, it remains there forever.

PROMs retain their contents ' even when the computer is turned off.

PROM is manufactured as a blank memory, whereas a ROM is programmed during the manufacturing process itself.

PROM programmer or a PROM burner is used to write data to a PROM chip. The process of programming a PROM is called burning the PROM.

**Erasable Programmable Read-Only Memory (EPROM):**

Erasable Programmable Read-Only Memory is a special type of memory which serves as a PROM, but the content can be erased, using ultraviolet rays.

EPROM retains its contents until it is exposed to ultraviolet light. The ultraviolet light clears its contents, making it possible to reprogram the memory.

An EPROM differs from a PROM, PROM can be written only once and cannot be erased. EPROMs are used widely in personal computers because they enable the manufacturer to change the contents of the PROM to replace with updated versions or erase the contents before the computer is delivered.

**Electrically Erasable Programmable Read-Only Memory:**

It is a special type of PROM that can be erased by exposing it to an electrical charge.

Like other types of PROM, EEPROM retains its contents even when the power is turned off. Comparing with all other types of ROM, EEPROM is slower in performance.

35)b) Process management is a function that includes creating and deleting processes and providing mechanisms for processes to communicate and synchronize with each other.

The following algorithms are mainly used to allocate the job (process) to the processor, SJF, Round Robin, Based on Priority.

**FIFO (First In First Out) :** This algorithm is based on queuing technique.

**SJF (Shortest Job First) :** This algorithm works based on the size of the job being executed by the CPU.



Round Robin : The Round Robin (RR) scheduling algorithm is designed especially for time sharing systems.

Based On Priority: The given job (process) is assigned based on a Priority.

36)a) You can use the search box on the Start menu to quickly search a particular folder or file in the computer or in a specific drive.

To find a file or folder:

1. Click the Start button, the search box appears at the bottom of the start menu.
2. Type the name of the file or the folder you want to search. Even if you give the part of the file or folder name, it will display the list of files or folders starting with the specified name.
3. The files or the folders with the specified names will appear, if you click that file, it will directly open that file or the folder.
4. There is another option called "See more results" which appears above the search box.
5. If you click it, it will lead you to a Search Results dialog box where you can click and open that file or the folder.

Searching Files or folders using Computer icon

1. Click Computer Icon from desktop or from Start menu.
2. The Computer disk drive screen will appear and at the top right corner of that screen, there is a search box option.
3. Type the name of the file or the folder you want to search. Even if you give the part of the file or folder name, it will display the list of files or folders starting with the specified name.
4. Just click and open that file or the folder.

36)b) Header: It is a section of the document that appears in the top margin, Which displays the title or chapter name, author name of a document.

Footer: It is a section of the document that appears in the bottom margin of the page which displays the page number, date, time etc., which gets displayed on all the pages automatically.

Inserting Header and Footer:

1. Select from the main menu Insert → Header → Default
2. The header text area is separated from the normal text area.
3. Enter the text that is to be repeated in all pages or Select Insert → Fields → Title.

Similarly to insert a Footer, the steps are as given below:

1. Select from the main menu Insert → Footer → Default
2. Place the insertion pointer in the footer part of the page.
3. Select Insert → Fields → Date to insert date in all the pages.
4. Once the headers and footers are given in the first page, the same text appears in all the pages.

Inserting and Formatting page numbers:

Once the Header / footer area is enabled, the page numbers can be inserted by performing the following steps:

1. position the cursor where you want to insert the number
2. choose Insert → Fields → Page Number
3. The page number appears with a gray background

37)a) Changing the column width in Calc in different ways available.

(i) Using mouse to change the column width. Keep the mouse button pressed and drag left or right in order to change the width of the column.

(ii) Using the dialog to change the column width. Click to choose Format → Column → Width, then enter the column width in the dialog box, which appears on the screen, then click OK button. Now that you want column width increased.

37)b) Advantages of using templates:

1. The standard templates, it is easily create colour, attractive designs for slides.
2. Easy to modify the templates are available even we can download from Internet.
3. Attractive designs of templates are available, it will be the audience to look up of the presentation.
4. It creates attentive of audience.
5. Quick customization of templates, text, fonts, pictures were available.
6. It have professional computer design.

38)a) Any Five Internet Services:

(i) Wireless: Radio frequency bands are used in place of telephone or cable networks. One of the greatest advantages of wireless Internet connections is the “always-on” connection that can be accessed from any location that falls within network coverage. Wireless connections are made possible through the use of a modem, which picks up Internet signals and sends them to other devices.

(ii) Mobile: Many cell phone and smartphone providers offer voice plAnswer:w ith Internet access. Mobile Internet connections provide good speeds and allow you to access the Internet.

(iii) Hotspots: Hotspots are sites that offer Internet access over a Wifeless Local Area Network (WLAN) by way of a router that then connects to an Internet service provider. Hotspots utilize Wi-Fi technology, which allows electronic devices to connect to the Internet or exchange data wirelessly through radio waves. Hotspots can be phone-based or freestanding, commercial or free to the public.

(iv) Broadband: This high-speed Internet connection is provided through either cable or telephone companies. One of the fastest options available, broadband Internet uses multiple data channels to send large quantities of information. The term broadband is shorthand for broad bandwidth. Broadband Internet connections such as DSL and cable are considered high-bandwidth connections. Although many DSL

connections can be considered broadband, not all broadband connections are DSL.

(v) DSL: DSL, which stands for Digital Subscriber Line, uses existing 2-wire copper telephone line connected to one's home. So service is delivered at the same time as landline telephone service. Customers can still place calls while surfing the Internet.

38)b)

```
<html>
<head>
<title>XXX School</title>
</head>
<body><h1>School name:XXX</h1>
<h2>Address:<br>
YYY,<br>
ZZZ.</h2>
</body>
</html>
```

K.Thangarajkumar MCA,,BEd.,  
VMG.S.S.S.Mat.HR.Sec.School  
Virudhunagar.