

Total No. of Questions : 10]
(1106)

[Total No. of Printed Pages : 3

**B.C.A. UG (CBCS) RUSA 1st Semester
Examination**

3611

**OFFICE AUTOMATION TOOLS
BCA-105**

Time : 3 Hours]

[Maximum Marks : 70

The candidates shall limit their answers precisely within the answer-book (40 pages) issued to them and no supplementary/continuation sheet will be issued.

Note :- Part A is compulsory. Attempt one question each from Part B, Part C, Part D and Part E.

Part-A

1. (a) Specify the output of DIR command.
- (b) How is recycle bin different from other folders ?
- (c) Define Hot keys.
- (d) Differentiate between portrait and landscape orientation.
- (e) List any four names of charts in MS-Excel.

B-356

(1)

Turn Over

Computer Office Automation Exam Model Question Paper

Harvey M. Deitel, Barbara Deitel



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In a digitally-driven earth wherever monitors reign supreme and quick transmission drowns out the subtleties of language, the profound strategies and mental subtleties hidden within words usually move unheard. However, nestled within the pages of **Computer Office Automation Exam Model Question Paper** a captivating fictional treasure pulsating with raw thoughts, lies an exceptional quest waiting to be undertaken. Written by an experienced wordsmith, that marvelous opus attracts viewers on an introspective journey, lightly unraveling the veiled truths and profound impact resonating within ab muscles material of every word. Within the mental depths with this poignant evaluation, we will embark upon a genuine exploration of the book is core styles, dissect their captivating writing style, and succumb to the powerful resonance it evokes heavy within the recesses of readers hearts.

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