

	III			
2018 III 26	5	100	00 Seat N	lo. :
Time : 1½	Hours			IT/ITES (New Pattern)
		Subjec	t Code	
		H 0	7 3	
Total No.	of Questions : 3	(Printed P	ages : 3)	Maximum Marks : 30
I. A) Cł	iii) All d	questions are c ure to the right	c ompulsory . tindicates full ma	
•) I would like to than			
- ,	a) or	b) for	, ,	d) yet
2)	This phone is	pop	oular day by day.	
	a) becoming		b) become	
	c) became		d) becomes	
3)) You	have a passp	ort to travel from In	dia to America.
	a) shall	b) may	c) might	d) must
4)) I made these cook	ies		
	a) himself		b) herself	
	c) myself		d) itself	
5)) You can edit only t	ne label in the ₋	row	and column.
	a) first		b) middle	
	c) last		d) bottom	
6)) The document can to unauthorized pe	•	rom being printed	copied or forwarded
	a) IMR	b) MIR	c) MRI	d) IRM



	B)	An	swer the following q	ues	stions in one se	ente	nce each .		[3]
		1)	What is the use of Word Processor?	Sy	nchronize Con	iten	t option while c	reating labels in	
		2)	What kinds of active Process Outsourci			the	contract under	the Recruitment	
		3)	What must a compathe customer?	any	/ do if it respons	sible	e for an unsatisfa	actory service to	
	C)	An	swer the following q	lue	stions in two se	ente	nces.		[4]
1) List any four advantages of effective listening.									
		2)	Explain in brief any customer queries.	' tw	o important thir	ngs	to remember wh	nile handling the	
II.	A)	Ch	oose the correct an	SW	er from the opti	ons	given below the	e statement.	[3]
		1)	The term run refers a) creationc) deletion	s to	a macro	b)	in the wo	rd processor.	
		2)	In email messaging folder.	j so	ftware, Spam n	nes	sages are placed	d in	
			a) Draft	b)	Inbox	c)	Outbox	d) Junk	
		3)	In a web browser, _ single page.	-	are	use	ed to display diffe	erent pages as a	
			a) Frames	b)	Layers	c)	Forms	d) Snippets	
		4)	The state of digita used.	l si	gnature is inva	llid	if	triangle icon is	
			a) Red	b)	Green	c)	Yellow	d) Black	
		5)	To use portion of a image		• •	oint	to a different linl	cor a web page,	
			a) Hotspot	b)	Bluetooth	c)	Wi-Fi	d) Infrared	
		6)	Which one of the fora) Mozilla Firefoxc) Google Play	ollo	wing is email m	b)	saging software Mozilla Thunde Google Chrome	rbird	

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	B) An	swer the following questions in one sentence each .	[3]
	1)	Write any two uses of presenter screen while delivering a Digital Presentation.	
	2)	What do you mean by delegation in Email Messaging Software?	
	3)	Who issues the Digital Certificates?	
	C) An	swer the following questions in two sentences.	[4]
	1)	Give any two advantages of using macro in Word Processor.	
	2)	Mention any two uses of pivot table in spreadsheet.	
III.	A) An	swer the following questions in one sentence each .	[3]
	1)	Which feature enables you to highlight certain key points while delivering a Digital Presentation?	
	2)	What is Internet Forum?	
	3)	In digital presentation, which Custom animation effect is used for an object to disappear?	
	B) An	swer the following questions in two sentences.	[4]
	1)	Name the four formats in which the mail merge letters can be sent.	
	2)	List and explain any two permissions that can be set for the user in spreadsheet.	
	,	th the help of a neat labeled diagram, explain a Web Application based ent-Server Model.	[3]

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