



Biyani Girls College
First mid Term Examination 2025-26
BCASem.
Subject- CF& OMT (BCA-51T-105)

Time: 3 Hrs.

MM: 80

[I]Very short answer questions.

(10 * 2 = 20)

- Q1. Explain the difference between RAM and ROM.
- Q2. What are input devices? List some devices with their function.
- Q3. Write full form of BCD and ASCII.
- Q4. What is Operating System? Explain.
- Q5. Explain the difference between Compiler and Interpreter.
- Q6. Define bookmark in MS Word.
- Q7. What do you mean by print preview?
- Q8. What is Macros?
- Q9. What is Hyperlink?
- Q10. What is the difference between Save & Save As?

[II]Long questions.

(4 * 15 = 60)

- Q1. Draw a block diagram of computer. Explain the function of each of the blocks.
- Q2. What do you mean by software? Explain and compare various types of software.
- Q3. How to create a mail merge. Explain in detail using suitable example.
- Q4. What are the different types of charts available in MS Excel? Describe the use of each type of chart.