

Roll No. ....

**E-3893**

**B. C. A. (Part I) EXAMINATION, 2021**

**(New Course)**

**PC SOFTWARE AND MULTIMEDIA**

**(BCA-104)**

*Time : Three Hours ]*

*[ Maximum Marks : 80*

*[Minimum Pass Marks : 27*

**Note :** Attempt any *two* Parts from each Unit. All questions carry equal marks.

**Unit—I**

1. (a) What is macro ? How macros are created and run ? Explain with example.
- (b) What is illustration in MS-Word ? Explain the purpose of clip art and smart art ?
- (c) Explain with example table in MS-Word.

**Unit—II**

2. (a) Explain about data validation and sorting features of MS Excel with examples.
- (b) Differentiate between absolute and relative cell addressing.
- (c) Explain sort and filter features of MS-Excel.

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**Unit—III**

3. (a) What is MS power point ? Explain the procedure for creation of slides and assigning animations to these slides.
- (b) Discuss the significance of outline and slide sorter views.
- (c) Explain custom animation in detail.

**Unit—IV**

4. (a) What is the application of database management system ?
- (b) What are reports ? Write the steps of creating a report in MS-Access.
- (c) Differentiate between page template and frame template.

**Unit—V**

5. (a) What is purpose of mask layer ? Explain with example.
- (b) Describe the features of 2D and 3D animation.
- (c) Explain hardware and software resource required for animation.