

2. JEE+FO+É(EÖ) EÖhÉi+ÉÉ½ nÖÉSEÖ =kÉ@ü É+É½ :- 16
- (+) B'ÉB'ÖÉ +ÉÉ½ÖÉSEä (MS-Office) +xÉÉ+ÉÉÉ EÖÉÉ +É½? "ÉäÉ ÉÉ+ÉÖXÖEÖÖhÉSEÉ =É+ÉÉÉ EÖÉÉ +É½
- (É) <xÉ(EÖ) ÖÉÉVÉä Ö(E')Ö EÖÖ. iÉÖSEÉ BEÖ =nÖ½ÖhÉÖÉ½ ÖÉÉÖiÉÖü SÉSEÉÉ EÖÖ.
- (Eö) "ÉGÖä "½hÉVÉä EÖÉÉ ? +ÉÉÉ "ÉGÖä iÉ+ÉÖü EÖÖh+ÉES+ÉÉ SEÖhÉSEÉ GÖÉ ÖÉÉÉ.
3. JEE+FO+É(EÖ) EÖhÉi+ÉÉ½ nÖÉSEÖ =kÉ@ü É+É½ :-
- (+) bÖEÖ]ÖÉ ÖÉhÉEÖSEÖ BEÖ aÉÉVÉÉÉ+Éü +ÉEbiÖ EÖÉÉ +ÉÉÉ i+ÉSEä;ÉÉÉ +ÉÉÉ EÖÉäæ Ö(E')Ö EÖÖ.
- (É) B'É B'ÖÉ SÉ]ÖÉÖü BEÖ]ÖÉ É+É½.
- (Eö) MÖ]Ö ÖÉ+ÉÉ<VÉSEÖ "ÉÉÉ]ÖÖÖ ÖÉÉÉ.
4. JEE+FO+É(EÖ) EÖhÉi+ÉÉ½ nÖÉSEÖ =kÉ@ü É+É½ :- 16
- (+) +ÉÉÉ BEÖ MÖ½jÉÖ {EÖ. ½Ö. ÖÖ. ÉÉ]Öü {ÉÉ<É EÖÖä nÖüÖiÉ EÖü ÖÉÖiÉÉ iÉä Ö(E')Ö EÖÖ.
- (É) ÖÉ+ÉÉ+ÉÉ]ÖEÖS+ÉÉ ÖiÉ{ÉXÉSEÖ jÉGÖÉÉ É+É½.
- (Eö) ÖÉSUÖÉS+ÉÉ iÉkÉÉÉ =++ÉäÉ EÖÖ.
5. iÉbÖ+ÉÉÉÉ É]ÖÉÉ É+É½ (EÖhÉi+ÉÉ½ SEÖ) :- 16
- (+) <ÉÉäÉ (E-mail)
- (É) "ÉVÉÖÖü +É{É]ÖÉä (Text wrapping)
- (Eö) }+ÉÉ]ÖÉÉ [ÖÉÖ]ÖÉÉ (Flushing cistern)
- (b) ÉÉ]Öü ÖÉÉ]ÖÖÉÉ (Water softing)
- (<) jÉÉ"ÉÉSEÉÖü (First)
6. JEE+FO+É(EÖ) EÖhÉi+ÉÉ½ nÖÉSEÖ =kÉ@ü É+É½ :- 16
- (+) ÉÉÉ]ÖÉÉ jÉGÖÉÉ Ö(E')Ö EÖÖ. iÉÖSEÉ EÖiÉÉ<É (Spinning) EÖÖXÉ {ÉÉÉÖ EÖÉÉÉ]ÖEÖh+ÉESä Ö(E')Ö EÖÖÖÉ EÖÖ.
- (É) {+ÉÉ"ÉÉÖÉÉÖ +ÉÉÉ+ÉÉÖ +ÖÉ+ÉäÖ ÖÉÉÉ ÖÉÉÉx+É ÖÉÉVÉÉÉÖÖÖÖÖ tÉ.
- (Eö) EÖÖ]ÖÖ "½hÉVÉä EÖÉÉ? ÉÉÉÉÉ jÉEÖÖSEä EÖÖ]ÖÖ Ö(E')Ö EÖÖ.

(ENGLISH)

[TIME ALLOWED—3 HOURS]

(MARKS—100)

**BASIC COMPUTER APPLICATION AND BASIC HOTEL MAINTENANCE
(INCLUDING PLUMBING AND ELECTRICAL MAINTENANCE) (THEORY-III)***Instructions:—*(1) All questions are *compulsory*.(2) Figures to the right indicate *full* marks.(3) Assume suitable additional data if *necessary*.(4) Draw the suitable diagram wherever *necessary*.**Marks**

1. (a) Fill in the blanks (any *five*) :— 5
- (i) is a software code to find faults in processing.
 - (ii) Ctrl, shift and Alt are also known as keys.
 - (iii) Hard disk drive is storage.
 - (iv) Machine uses language.
 - (v) To reload a webpage button is pressed.
 - (vi) The worksheet of MS-Excel consists of number of rows and number of columns
- (b) State *true* or *false* (any *five*) :— 5
- (i) WAN is local area network.
 - (ii) Scanner is an output device.
 - (iii) MS-Excel files are stored with extension .xls
 - (iv) TYPE is an external command.
 - (v) Ctrl+S is shortcut key to save file.
 - (vi) Hardness of water can be temporarily removed by boiling the water.
- (c) Expand any *five* of the following :— 10
- (i) DOS
 - (ii) ALU
 - (iii) EPROM
 - (iv) VDT
 - (v) CPU
 - (vi) ROM.
2. From the following questions answer (any *two*) :— 16
- (a) What are the applications of MS-OFFICE ? What is the use of mail merge?
 - (b) Explain input devices. Discuss in detail with one example.
 - (c) What is macro and mention steps for creating a macro?

[turn over

CON 494

Marks

- | | |
|---|----|
| 3. From the following questions answer (any <i>two</i>) :— | 16 |
| (a) Draw a schematic diagram of a desktop computer and explain its parts and working. | |
| (b) Write a note on MS-Chat. | |
| (c) Describe the characteristics of guest supplies. | |
| 4. From the following questions answer (any <i>two</i>) :— | 16 |
| (a) Explain how you can fix a leaky pvc water pipe ? | |
| (b) Write the process of Installation of automatic tank. | |
| (c) Mention the principles of cleaning. | |
| 5. Write Short Notes (Any Four) :— | 16 |
| (a) E-mail | |
| (b) Text wrapping | |
| (c) Flushing cistern | |
| (d) Water softening | |
| (e) First aid. | |
| 6. From the following questions answer (any <i>two</i>) :— | 16 |
| (a) Explain washing process and removal of water by spinning. | |
| (b) List out some of the most common tools required for plumbing? | |
| (c) What do you mean by pests? Explain the different types of pests. | |
