AU–203

B.C.A. Part—II (Semester—IV) Examination

WEB DESIGNING AND OFFICE AUTOMATION

Paper—4ST3

Time : Three Hours]   [Maximum Marks : 60

Note :— (1) All questions are compulsory.

(2) Each question carries equal marks.

1. (a) Write and explain in brief different applications of IT.   6

(b) Give various components of IT infrastructure and explain.   6

OR

2. (a) Explain the use of IT in education.   6

(b) Explain the use of IT in office automation.   6

3. (a) Write steps to create a worksheet which contains the months from Jan-Dec in Column A and the Sale of the respective months in Column B. Also give steps to create a bar graph of 'Sales' against 'months'.   6

(b) Explain conditional formatting of cells with example.   6

OR

4. (a) Explain with example :

(i)   autosum

(ii) formatting real numbers.   6

(b) How a worksheet is converted to a web page in Excel ? Explain with example.   6

5. (a) What is RDBMS ? Give any five advantages of RDBMS.   6

(b) State and explain different constraints used to create table in Access.   6

OR

6. (a) Explain the method of sorting records in Access Database with all its options.   6

(b) How a form is created in Access ? Explain with suitable example.   6

7. (a) Write and explain the general features of search engine. Also name any five search engines. 6

    (b) How is an e-shop setup ? Explain in detail. Also give the technologies involved in it. 6

OR

8. (a) What is e-commerce ? What are its advantages ? Explain. 6

    (b) What is web page ? Name the tools used to develop web page. Give web page design considerations. 6

9. (a) What is visual interdev used for ? Give its features. 6

    (b) Explain with example how following operations are done in HTML :

      (i) linking image

      (ii) formatting text

      (iii) setting headers. 6

OR

10. (a) What is an HTML Form ? Give general format of form tag. Also give any four control tags used in forms. 6

    (b) Explain with example creation and formatting tables in HTML. 6