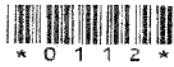


P. Pages : 1

Time : Three Hours



AT - 1537

Max. Marks : 50

- Notes :
1. Question No. 1 is compulsory.
 2. Solve **five** questions in all.
 3. All questions carry 10 marks each.

1. Write notes on **any two**.
 - a) Word Art.
 - b) RDBMS.
 - c) Blogs.
 - d) World wide web.
2.
 - a) What is mail merge? Explain the steps involved in it.
 - b) How text formatting carried out in Ms-word?
3.
 - a) Explain various types of functions used in Ms-Excel.
 - b) What is header and footer? Explain.
4.
 - a) What is power point? What are the feature of Ms-Power point.
 - b) Describe the following features of Ms-Power point.
 - i) Animation
 - ii) Clip Art.
5.
 - a) What is DBMS.
 - b) What is Query? Explain the types of Query.
6.
 - a) Differentiate between Ms-Word and Ms-Power point.
 - b) Explain Cut, Copy, Paste.
7.
 - a) Explain the importance of internet in day to day life?
 - b) Describe the usage of blogs in social networking.
8. Explain.
 - b) Hide slide in Ms-Power point.
 - b) Data sort.
