

NATIONAL COUNCIL FOR HOTEL MANAGEMENT
AND CATERING TECHNOLOGY, NOIDA
ACADEMIC YEAR 2015-2016

COURSE : Diploma in Front Office Operation
SUBJECT : Application of Computers
TIME ALLOWED : 02 Hours MAX. MARKS: 50

(Marks allotted to each question are given in brackets)

- Q.1. Answer the following questions (**any three**):
- (a) Discuss about the third generation of computer.
 - (b) Define number system and explain difference between hexadecimal and binary number system.
 - (c) Differentiate between system software and application software with examples.
 - (d) Explain input devices. Discuss in detail with one example.
- (3x5=15)
- Q.2. Define DOS Write the rules for naming DOS files names. Create a root directory and sub-directory with reference to an example.
- (10)
- Q.3. What are the applications of MS OFFICE? What is the use of mail merge? Mention steps for its creation.
- (7)
- Q.4. Differentiate between **any two**:
- (a) Interpreter and compiler
 - (b) Cold booting and warm booting
 - (c) Primary memory and secondary memory
 - (d) Data and information
- (2x3=6)
- Q.5. Expand **any six** of the following:
- | | | | |
|---------|---------|-----------|---------|
| (a) DOS | (b) ALU | (c) EPROM | (d) VDT |
| (e) CPU | (f) BCD | (g) IC | (h) KB |
| (i) ROM | (j) OMR | | |
- (6x1=6)
- Q.6. State True or False:
- (a) WAN is local area network.
 - (b) Scanner is an output device.
 - (c) MS Excel files are stored with extension .xls
 - (d) TYPE is an external command.
 - (e) Output on the screen is known as hard copy.
 - (f) Ctrl+S is shortcut key to save file.
- (6x1=6)
