Program: F.Y.B.com (MS) **Semester:** I **Program Code:** UMGS02

Course: IT_Google Workspace **Course Code:** NUMS103

Duration: 2 Hour **Examination Pattern:** NEP-Autonomous-External **Max. Marks:** 60

Instructions:

1. All questions are compulsory.
2. Figures to the right indicate full marks.
3. Draw neat diagrams wherever necessary.
4. CO (Course Outcome), KL (Knowledge Level).

Examination:

REGULAR

Q.1	(a)	Fill in the blanks with an appropriate answer from the alternatives given.					[08]	CO's	KL's
		I	Identify the device commonly used in banks to read characters printed with magnetic ink.					CO1 - CO6	L1
			a.	OMR	b.	OCR			
			c.	MICR	d.	Scanner			
		II	Identify the term used for the process of starting a computer.						
			a.	Formatting	b.	Booting			
			c.	Scanning	d.	Debugging			
		III	State the number of layers present in the OSI model.						
			a.	5	b.	6			
			c.	7	d.	8			
		IV	Identify the full form of the abbreviation "URL."						
			a.	a) Universal Resource Link	b.	Uniform Resource Locator			
			c.	Uniform Routing Link	d.	Universal Resource Locator			
		V	Identify the web browser from the following options.						
			a.	Windows	b.	Linux			
			c.	Google Chrome	d.	MS-DOS			
		VI	Identify the full form of the abbreviation "EPROM."						
			a.	Erasable Programmable Read Only Memory	b.	Electronic Programmable Random Only Memory			
			c.	Extended Program Read Only Memory	d.	Erasable Primary Read Only Memory			
		VII	Identify the component that is commonly known as the "brain of the computer."						
			a.	Monitor	b.	CPU			
			c.	Keyboard	d.	Printer			

		VIII	Identify the language that is directly understood by a computer.						
			a.	High-level language	b.	Machine language			
			c.	Assembly language	d.	English language			
Q.1	**(b)**	**State whether the following statements are True or False:**					**[07]**	**CO's**	**KL's**
		1.	A computer is an electronic device that processes data into information.					CO1 - CO6	L1
		2.	The DIR command helps a user understand the contents of a directory by displaying the files and subdirectories stored in it.						
		3.	The keyboard is an input device.						
		4.	OMR is used to read marked answers on forms.						
		5.	Star topology uses a central connecting device.						
		6.	WAN stands for Wireless Area Network.						
		7.	sooting is the process of starting a computer.						
Q. 2	(a)	Explain the process of creating and organizing labels and filters in Gmail. How do they help manage emails effectively?					[8]	CO1	L2
	(b)	Define an algorithm. Write a step-by-step algorithm to find the sum of two numbers					[7]	CO3	L1
		OR							
	(c)	Explain the advantages of using Google Docs for collaborative work.					[8]	CO1	L2
	(d)	Define a computer and list any four characteristics of a computer.					[7]	CO3	L1
Q. 3	(a)	Explain the process of inserting audio and video in Google Slides. How does it enhance a presentation?					[8]	CO2	L2
	(b)	Define an Operating System. Explain its types.					[7]	CO4	L1
		OR							
	(c)	Explain the different types of questions that can be added in Google Forms. Give one suitable example for each type.					[8]	CO2	L2
	(d)	Define the file system interface and list its components.					[7]	CO4	L1
Q. 4	(a)	Differentiate and illustrate the use of the following networking devices in a suitable network scenario: a. Hub b. Switch c. Router d. Modem					[8]	CO5	L3
	(b)	Explain the difference between Internet, Intranet, and Extranet with suitable examples.					[7]	CO6	L2
		OR							

	(c)	Apply the concept of a computer network to a computer lab and explain how networking can be used to share resources. Give any four advantages of networking.	[8]	CO5	L3
	(d)	Explain Client/Server Technology with a suitable example.	[7]	CO6	L2

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