

NEP - Semester End Examination – October 2025

Program:	F.Y.B.A.M.M.C	Course:	IT_Google Workspace
Program Code:	UGMMC01	Course Code:	NUMM103

Duration: 2 Hour

Max. Marks: 60

Instructions:

1. All questions are compulsory.
2. Figures to the right indicate full marks.
3. Draw neat diagrams wherever necessary.

Q. 1	Attempt any TWO of the following.	[15]	Course Outcome	Knowledge Level
(a)	List three advanced features of Gmail that help in managing emails effectively.		CO1	L1
(b)	State difference between Google Docs and Google Chat.		CO2	L1
(c)	Judge which tool (Google Meet or Google Chat) is better for group discussions, and give one reason.		CO1	L5
(d)	Evaluate, how you would use Google Drive to share a file with a teammate while restricting them to "view only" access		CO2	L5
Q. 2	Attempt any TWO of the following.	[15]	Course Outcome	Knowledge Level
(a)	Demonstrate how you would add a video to a Google Form question.		CO2	L3
(b)	List any three features you can use to format data in Google Sheets.		CO2	L1
(c)	Compare Google Forms and Google Sheets. How do they serve different purposes in data collection and analysis?		CO2	L4
(d)	Justify the importance of using transitions and animations in Google Slides.		CO2	L5
Q. 3	Attempt any TWO of the following.	[15]	Course Outcome	Knowledge Level
(a)	Compare RAM and ROM in terms of purpose and usage.		CO3	L4
(b)	Define a computer and list four of its basic characteristics.		CO3	L1
(c)	Differentiate between primary memory and secondary memory in a computer?		CO3	L4
(d)	Examine two high-level programming languages and explain		CO3	L4

	one advantage of using each.			
Q. 4	Attempt any TWO of the following.	[15]	Course Outcome	Knowledge Level
(a)	Describe an operating system and explain any three of its services.		CO4	L2
(b)	Demonstrate how you would use a DOS command to create a new directory.		CO4	L3
(c)	Compare the OSI model and TCP/IP model. How are they similar and different?		CO5	L4
(d)	Differentiate between Internet, Intranet, and Extranet with examples.		CO6	L4

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