PAPER# 14   **(COMPUTER)**
                            Part-A (Theory)
Time Allowed: 1- ½ Hours   **Maximum Marks: 50**
Note:- Attempt any five questions.

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I. a) Expand the following acronyms:

   ALU   DVD   USB   URL   TFT   ISP   WLL

                                                                    1* 7

   b) Fill in the blanks:
     i) ----------------- Bits make one Byte.
     ii) --------------------is called as the Primary Memory of a Computer.
     iii) First page displayed in a Web Site is known as-------------------------------   1*3

 II. Write short note up to five lines each, on any two of the following:
            a. IT- vis- a vis- RTI
            b. Benefits of Video Conferencing Facility in H.P.
            c. Three areas of thrust in the IT Policy of Himachal Pradesh.

                                                                    5*2

III.   What do you understand by SMART Government? How is e- Governance Model
         Different from Conventional from of Governance? Explain.
                            OR
         What is Process Re- engineering & its relation to Administrative Reforms? Explain
         Giving examples of at least Five G 2C Services based on Process Re- engineering
         In Himachal Pradesh.   10

IV   Differentiate in about 2 lines each, between any five of the following:-
     a) hardware & Software
     b) Dot matrix & Inkjet
     c) Database & DBMS
     d) Swith & Hub
     e) MAN and WAN
     f) Internet & Intranet
     g) MS- Excel & MS- Access   2* 5

V.   Answer the following:-
     a) Himachal received two National e- Governance awards in the years 2009. Name
        the Projects/ Departments & the Categories of these two Awards.
     b) Role of HPSEDC, DIT and NIC in procurement of IT Infrastructure in Govt.
        Departments of Himachal Pradesh.   5* 2

VI   Explain NeGP- HIMSWAN & its relation to POP. How,in your opinion, a common
       Citizen of the State will benefited by this Facility?   10

                            -0:-

PAPER#14   (<u>COMPUTER</u>)
                    Part-B (Practical)

Time Allowed: 1- ½ Hours.   **Maximum Marks: 50**

Note:- Attempt any five questions.
     Use of multiple Windows is allowed. Use of multiple Windows is allowed. In
     Case of any problem with Internet connectivity, you may write- down the
     Steps on your on answersheets.

1. Create a sample letter with the help of MS- Word and send it to 5 different
    addresses using mail- merge facility.   10
                    OR

    Create a small worksheet and implement SUM Function & Formula. Draw a Bar
    Chart & export the same to MS- Word document using OLE.   10

2.   Design a slide show with at least five different slide layouts. Apply different
     Background colours on each slide and set- up the show with different transition
     On each slide.   10

3. Create a folder "HAS" under the folder 'My Document'. Move your files to this
    Folder and make it shareable on the LAN.   10

4. Create/ use your existing e- mail account and draw/ send an e- mail with Power-
    Point file as an attachment.   10

5. Demonstrate searching the Internet. Visit Ministry of Rural Development, Govt.
    Of India website and download NREGA guidelines.   10

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